

COUNCIL WORK SESSION – AUGUST 20, 2013

The special meeting of the Common Council of the City of Marshall was held on August 20, 2013 in the Professional Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 5:30 P.M. by Mayor Byrnes. In addition to Byrnes the following members were present: Hulsizer, Doom, Conyers, DeCramer and Boedigheimer. Absent: Bayerkohler. Staff present included: Ben Martig, City Administrator; Glenn Olson, Director of Public Works/City Engineer; Bob VanMoer, Wastewater Superintendent; and Thomas M. Meulebroeck, Finance Director/City Clerk. Others in attendance included: Deb Gau, Marshall Independent.

REVIEW WASTEWATER FUNDS AND 2014 RATES:

Bob VanMoer, Wastewater Superintendent, reviewed the proposed Wastewater budget and indicated that they are requesting a 2% rate increase for 2014. Springsted prepared a five year budget scenario utilizing a 2% increase each year. This scenario identified the projected revenues and expenditures for each of these years. Bob also addressed the proposed capital expenditures.

REVIEW STORM SEWER FUNDS BUDGET REQUEST AND 2014 RATES:

Glenn Olson, Director of Public Works/City Engineer, reviewed the projection for 2014 Stormwater Fund which was completed during last year's budget. Staff has been working with Springsted on the spreadsheet and is recommending that there be no increase in rates for 2014.

2014 REQUEST FOR FUNDING FOR ECONOMIC DEVELOPMENT:

Ben Martig, City Administrator, reviewed the proposed budget for Economic Development for 2014. Mr. Martig indicated that the EDA budget includes funding for the Chamber Transportation Committee request into the professional services contract (208-41136-2211). This contributed to the increase of \$6,000 from 2013-2014. The previous funding had been \$18,000 and was funded from the municipal state aid account (103-62066-3311 Professional Service). The committee continues to be active but does have funds available so their request has decreased. Staff is discussing the possibility of including the funding under Dues and Subscriptions of the EDA Budget so that it is called out like the Discover SW MN EDA Partnership. The City Chamber of Commerce Membership is included in the EDA Budget at \$3500 (dues and subscriptions). City EDA Coalition of Minnesota Greater Cities (CMGC) dues is included at \$1000. The CMGC has a separate membership for advocacy on greater Minnesota Economic development programs. They have been very successful. The marketing budget includes \$12,000 that is for the Webtomix Maintenance agreement. Other marketing is being included through the consulting fees of the SW MN EDA Partnership. Mr. Martig did address the 2014 Economic Development Strategic Plan which included the EDA's Goals, Objectives and Tasks.

REVIEW PRELIMINARY LEVY RESOLUTION:

Ben Martig, City Administrator, reviewed the Preliminary Levy for 2014. Due to levy limit restrictions the only section of the levy being changed from the Levy for 2013 was the Special Levy for Debt Service, which was increased by approximately \$125,000 to bring the total levy to \$5,099,357.

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CAPITAL PLAN:

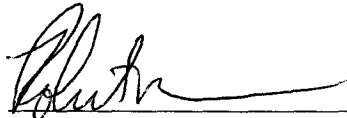
Ben briefly reviewed the 5-year Capital Plan.

OTHER:

The proposed budget timeline for the 2014 budget was discussed. Mr. Martig did inform the City Council that the Fire Department is in the process of replacing the floor tile at the Fire Hall and have encountered some issues with asbestos. Marc Klaith, Fire Chief, has received a proposal in the amount of \$9,750 from MAAC for the asbestos removal. It was the general consensus of the City Council that staff move forward with the proposal to remove the asbestos material with formal action at the August 27, 2013 City Council meeting. There appears to be adequate money in the Fire Department 2013 Budget to cover this expense.

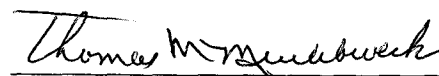
Mr. Martig did indicated that he and Council Member Boedigheimer had a meeting with the County staff on the expenses related to the Law Enforcement Center (LEC) and how these expenses were to be allocated and potentially paid per the agreement between the City and County. The City has received the 1st and 2nd quarter billings for 2013 which included an additional expense for cleaning at the LEC. This additional amount was not included in the City's 2013 Budget. The LEC Agreement between the City and County was reviewed and following discussion, it was the general consensus that the City consider the agreement and official approval of the invoices for the 1st and 2nd quarter at the August 27, 2013 City Council meeting.

The meeting was declared adjourned at 7:10 P.M.



Mayor of the City of Marshall

ATTEST:



Finance Director/City Clerk