

## REGULAR MEETING – MARCH 25, 2014

The regular meeting of the Common Council of the City of Marshall was held on March 25, 2014 in the Professional Development 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 in attendance: Larry Doom, John DeCramer, Ellayne Conyers, Mike Boedigheimer and Glenn Bayerkohler. Absent: Jennie Hulsizer. Staff present included: Ben Martig, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Kim Jergenson, Engineer Technician; Marc Klaith, Fire Chief; Jane DeVries, Deputy City Clerk; and Thomas M. Meulebroeck, Finance Director/City Clerk.

The Pledge of Allegiance was recited at this time.

It was the general consensus that the agenda be approved with item no. 13, which is to consider approval of specifications for mowers for the parks and Amateur Sports Center ball fields; and item no. 15, which is to consider approval of specifications for self-propelled mower for Public Ways Maintenance Department; be removed from the consent agenda. Item no. 12, which is to consider the reorganization plan as proposed by Charter Communications will be considered at the next regular City Council meeting.

### **CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD ON MARCH 11, 2014:**

Member (Larry Doom) moved, Member (John DeCramer) seconded to approve the ORIGINAL motion 'that the minutes of the regular meeting held on March 11, 2014 be approved as filed with each member and that the reading of the same be waived'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion Carried 6 - 0

### **PUBLIC HEARING PROJECT Y97 SOUTH 1ST STREET LIFT STATION / GRIMES STREET RECONSTRUCTION PROJECT – 1. ASSESSMENT HEARING; 2. CONSIDER RESOLUTION ADOPTING ASSESSMENT:**

This was the date and time set for a public hearing on the South 1<sup>st</sup> Street Lift Station / Grimes Street Reconstruction Project Y97. Glenn Olson, Director of Public Works/City Engineer, indicated that this project involves the replacement of watermain, sanitary sewer and storm sewer utilities, and street reconstruction. This project also included the replacement of a sanitary sewer lift station and forcemain. The project reconstructed the street and described utilities on Grimes Street from South 2nd Street to Williams Street and South 1st Street from DeSchepper Street to George Street. Mr. Olson also reviewed the Special Assessment Policy. Information was provided on how a homeowner can object to their assessment and preserve their right to challenge the assessment. There were two written appeals received prior to the close of the public hearing.

Member (John DeCramer) moved, Member (Ellayne Conyers) seconded to approve the ORIGINAL motion 'that the Council close the public hearing on assessments for Project Y97 South 1st Street Lift Station / Grimes Street Reconstruction Project'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion Carried 6 - 0

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Member (Glenn Bayerkohler) moved, Member (John DeCramer) seconded to approve the NEW motion 'that the Council adopt RESOLUTION NUMBER 3997, SECOND SERIES, which is the Resolution Adopting Assessment for the South 1<sup>st</sup> Street Lift Station / Grimes Street Reconstruction Project Y97, setting the interest rate at 4.3% and the assessment being paid in equal annual installments extending over a period of eight years '. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion Carried 6 - 0

**PROJECT Z23 SERVICE DRIVE RECONSTRUCTION PROJECT – 1. PUBLIC HEARING ON IMPROVEMENT; 2. CONSIDER RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS; 3. CONSIDER RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS:**

This was the date and time set for a public hearing on Service Drive Reconstruction Project Z23. Glenn Olson, Director of Public Works/City Engineer, indicated that this project consists of street reconstruction of Service Drive from Jewett Street to O'Connell Street. Included in this project is bituminous surfacing, aggregate base grading, minor curb and gutter replacement, and miscellaneous work. A public informational meeting was held on March 20, 2014 at 12:00 noon at Marshall Municipal Utilities. Information and handouts were provided to all those in attendance.

Mr. Olson indicated that there has been discussion on a possible request to vacate Market Street between Mike's Café and Traveler's Lodge, which would reduce the assessment amount. Vacating the street would require a petition for the neighboring property owners.

Bruce Bjelland, General Manager of Traveler's Lodge, indicated that this road is not a benefit for them and that Mike's Café can take over this area. Mr. Bjelland indicated that the Traveler's Lodge, Mike's Café and El Rancho have new owners and indicated that the timing of this project is not good for them and asked if the project could be put off for awhile. Mr. Olson indicated that the project could be completed in the fall of 2014 which would provide for the assessment to be adopted in the spring of 2015 and added to the tax statement to be payable in 2016.

Other comments included:

Mr. Olson indicated that MN/DOT will be doing work on College Drive in 2015, but there will be no assessments for the property owners.

Council Member Boedigheimer indicated that Service Drive is in fair shape but the intersection off College Drive going into Mike's Café is in bad shape. Mr. Olson indicated that there is no drainage in this area.

A representative from El Rancho indicated that he was in favor of delaying the project.

Council Member DeCramer indicated that he is in favor of the project and delaying the assessments.

Mayor Byrnes indicated that this project should be completed this year and not at the same time as the project on College Drive.

Member (**John DeCramer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on the improvement for Project Z23 Service Drive Reconstruction Project'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

Member (**Mike Boedigheimer**) moved, Member (**Larry Doom**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 3998, SECOND SERIES, which is the Resolution Ordering Improvement and Preparation of Plans for Project Z23 Service Drive Reconstruction Project from Jewett Street to O'Connell Street'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

Member (**John DeCramer**) moved, Member (**Larry Doom**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 3999, SECOND SERIES, which is the Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Project Z23 Service Drive Reconstruction Project from Jewett Street to O'Connell Street'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**PROJECT Z28 PLEASANT AVENUE / NORTH 5TH STREET RECONSTRUCTION PROJECT – 1. PUBLIC HEARING ON IMPROVEMENT; 2. CONSIDER RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS; 3. CONSIDER RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS:**

This was the date and time set for a public hearing on Pleasant Avenue / North 5<sup>th</sup> Street Reconstruction Project Z28. Glenn Olson, Director of Public Works/City Engineer, indicated that this project consists of the reconstruction of streets and utilities on North 5th Street from West Marshall Street to Pleasant Avenue and Pleasant Avenue from North 5th Street to North 6th Street. Items included in the project are sanitary sewer, watermain and storm sewer replacement, curb and gutter, sidewalk reconstruction, bituminous surfacing, aggregate base, grading and other minor work. A public informational meeting was held on February 12, 2014 at 5:30 p.m. at Marshall Municipal Utilities. Information and handouts were provided to all those in attendance.

Mr. Olson reviewed the Special Assessment policy and indicated which items are included in the maximum of \$5,500 assessment to the property owners and which items are the property owner's responsibility. Questions from the property owners included: additional street lights being included; location of sidewalks and the property line; who pays for the driveway; removal of trees; and the hook up process for sanitary sewer. Kim Jergenson, Engineer Technician, indicated that 5<sup>th</sup> Street will be narrowed by 2 feet and that Great Plains Natural Gas will be replacing the gas line before the City project is scheduled to start.

Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on improvement for Project Z28 Pleasant Avenue / North 5th Street Reconstruction Project for North 5<sup>th</sup> Street from Marshall Street to Pleasant Avenue and Pleasant Avenue from North 5<sup>th</sup> Street to North 6<sup>th</sup> Street'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

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Member (**Mike Boedigheimer**) moved, Member (**Ellayne Conyers**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4000, SECOND SERIES, which is the Resolution Ordering Improvement and Preparation of Plans for Project Z28 Pleasant Avenue / North 5th Street Reconstruction Project for North 5<sup>th</sup> Street from Marshall Street to Pleasant Avenue and Pleasant Avenue from North 5<sup>th</sup> Street to North 6<sup>th</sup> Street'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

Member (**John DeCramer**) moved, Member (**Ellayne Conyers**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4001, SECOND SERIES, which is the Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Project Z28 Pleasant Avenue / North 5th Street Reconstruction Project from Marshall Street to Pleasant Avenue and Pleasant Avenue from North 5<sup>th</sup> Street to North 6<sup>th</sup> Street'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**PROJECT Z06 VICTORY DRIVE IMPROVEMENT PROJECT (PHASE II) -- 1. CONSIDER RESOLUTION OF DECLARATION OF OFFICIAL INTENT REGARDING THE REIMBURSEMENT OF EXPENDITURES WITH THE PROCEEDS OF TAX-EXEMPT BONDS; 2. CONSIDER RESOLUTION ACCEPTING BID (AWARD CONTRACT):**

Glenn Olson, Director of Public Works/City Engineer, reviewed Victory Drive improvement Project Phase II Project Z06. This project involves the construction of curb and gutter, bituminous pavement, sidewalk and miscellaneous items on Victory Drive from Tiger Drive to Commencement Boulevard. The above referenced project, or a portion thereof, may be financed by the sale of bonds with repayment coming from assessments and debt service levy

The bids that were received, opened and read on March 11, 2014 were from:

Sherbrooke Turf Inc. Pelican Rapids, Minnesota \$564,796.25	R & G Construction Company Marshall, Minnesota \$575,709.72	Midwest Contracting LLC Marshall, Minnesota \$591,006.00
Duininck, Inc. Prinsburg Minnesota \$693,099.85	A & C Excavating LLC Marshall, Minnesota \$731,150.88	D & G Excavating, Inc. Marshall, Minnesota \$745,841.00

Member (**Mike Boedigheimer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'that the Council adopt RESOLUTION NUMBER 4002, SECOND SERIES, which provides for Declaring Official Intent Regarding the Reimbursement of Expenditures with the Proceeds of Tax-Exempt Bonds for Project Z06 Victory Drive Improvement Project (Phase II) from Tiger Drive to Commencement Boulevard'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4003, SECOND SERIES, which provides for the Resolution Accepting Bid (Awarding Contract) authorizing entering into an agreement with Sherbrooke Turf Inc. of Pelican Rapids, Minnesota, in the amount of

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\$564,796.25 for Project Z06 Victory Drive Improvement Project (Phase II) from Tiger Drive to Commencement Boulevard'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**CONSIDER APPROVAL OF CONSENT AGENDA:**

Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the City Council approve the following consent agenda items'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

The adoption of RESOLUTION NUMBER 4004, SECOND SERIES Declaring the Sounds of Summer as a Community Festival. The Sounds of Summer will be August 14, 2014 through August 17, 2014.

Call for a public hearing to be held at 5:30 P.M. on April 8, 2014 for the private use of public streets and parking lots for Sounds of Summer Celebration (August 14-17, 2014).

The approval of the Reorganization Plan as proposed by Charter Communication will be considered at the April 8, 2014 Council meeting.

The approval of the specifications for a New Current Model ½ Ton Crew Cab 4WD Pick-Up for the Airport Department. Advertisement for bids will be contingent upon receipt of prioritized funding from Mn/DOT-Aeronautics as per the current Airport-Mn/DOT Aeronautics Capital Improvement Program (CIP).

That the following bills and project payments be authorized for payment ACCOUNTS PAYABLE, Voucher No. 88285 through 88455.

The approval of the General Conditions for the Fire Department First Responder Vehicle.

The approval of the Cable Franchise Extension Agreement with Charter Commission to extend the franchise through December 31, 2014.

**CONSIDER APPROVAL OF THE FIRE TOWNSHIP AGREEMENTS:**

Ben Martig, City Administrator, briefly reviewed the 2014/2015 Fire Protection Agreement with the area Townships. Mr. Martig indicated that the City is phasing in a full-cost formula for the townships. Several townships have already returned the signed agreement and paid the fee.

Council Member Bayerkohler was concerned with the formula that is being used to increase the township rates. He presented a proposal that would provide for a phase-in full-cost formula for 8 years at which time the townships would be paying 100% of the cost for fire protection.

Marc Klaith, Fire Chief, indicated that this has been on on-going discussion with the townships and they are working with the townships to reach the 100% goal. Mr. Klaith indicated that they met with the township officers to review the current contract.

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Bayerkohler was concerned that the council did not review the contracts before the townships and suggested that they be reviewed by the Ways and Means Committee prior to City Council approval.

Member (**Mike Boedigheimer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'the approval of the 2014/2015 Fire Protection Agreement with the area Townships at a rate of \$256.00 per section'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**. The motion **Carried 6 - 0**

**APPROVAL OF SPECIFICATIONS FOR MOWERS -- 1. PARKS, 2. AMATEUR SPORTS CENTER BALL FIELDS:**

Member (**John DeCramer**) moved, Member (**Ellayne Conyers**) seconded to approve the **ORIGINAL** motion 'the approval of the specifications for a mower for the Parks Department and a mower for the Marshall Amateur Sports Center Ball Fields'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0** Abstain: **1**. The motion **Passed 5 - 0 - 1** with Doom abstaining.

**APPROVAL OF SPECIFICATIONS FOR SELF-PROPELLED MOWER FOR PUBLIC WAYS MAINTENANCE DEPARTMENT:**

Member (**John DeCramer**) moved, Member (**Glenn Bayerkohler**) seconded to approve the **ORIGINAL** motion 'the approval of the specifications for a Self-Propelled Mower for the Public Ways Maintenance Department'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0** Abstain: **1**. The motion **Passed. 5 - 0 - 1** with Doom abstaining.

**CONSIDER THE REQUEST BY MARY SMITH, THE OWNER TO HAVE A SINGLE OWNERSHIP DUPLEX IN AN R-1 ONE FAMILY RESIDENCE DISTRICT AT 708 SOUTH 1ST STREET:**

Glenn Olson, Director of Public Works/City Engineer, reviewed the request of Mary Smith to have a single ownership duplex in an R-1 one family residence district. This duplex has been originally constructed as such in the late 60's or early 70's and has been used this way from the very beginning. However, there is no record of a Conditional Use Permit for this property even though the 1982 zoning map indicates that there is a duplex on this lot. There are no negative comments or complaints about this building and it is sitting on the oversized lot so it is reasonable to grant this Conditional Use Permit.

Member (**Larry Doom**) moved, Member (**Glenn Bayerkohler**) seconded to approve the **ORIGINAL** motion 'that the Council approve the conditional use permit for Mary Smith to have a single ownership duplex in an R-1 One Family Residence District at 708 South 1<sup>st</sup> Street with the following conditions: 1. That the regulations, standards and requirements as set forth in the City Code and as pertains to the Class of District which such structure is located therein shall be conformed with. 2. That the City reserves the right to revoke the Conditional Use Permit in the event that the applicant has breached the conditions contained in this permit provided first, however, that the City serve the applicant with written notice specifying items of any such default and thereafter allow the applicant a reasonable time in which to cure any such default. 3. That the owner maintain the structure to conform with the Zoning Ordinance, Building Code, and not cause or create negative impacts to existing or future properties adjacent thereto'. Upon a

roll call vote being taken, the vote was: Aye: **5** Nay: **0** Abstain: **1**. The motion **Passed 5 - 0 - 1**, with Boedigheimer abstaining.

**CONSIDER THE REQUEST BY LOCKWOOD MOTORS FOR A VARIANCE ADJUSTMENT PERMIT TO HAVE BUSINESS SIGNAGE OF 35 SF IN EXCESS OF THE SIGNAGE AREA PERMITTED BY THE CITY CODE AT 1310 EAST COLLEGE DRIVE:**

Glenn Olson, Director of Public Works/City Engineer, reviewed the request by Lockwood Motors for a Variance Adjustment Permit to have business signage of 35 SF in excess of the signage area permitted by the City Code. The owner wants to replace existing brand sign with a new one that is required by Chrysler. The new sign is practically the same size as existing but the total signage area exceeds the allowable area permitted by the Ordinance. The total sign area on East College Drive permitted by the City Code in B-3 General Business District for this property is 164 SF; it is based on the frontage of the property along East College Drive. Considering that all the rest of the signs have been there for long time and a new sign is about the same size as existing, the request seems reasonable.

Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the Council grant a Variance Adjustment Permit to Lockwood Motors, to have a business signage of 35 SF in excess of the signage area permitted by City Code at 1310 East College Drive'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**. The motion **Carried 6 - 0**

**REQUEST FOR STREET CLOSURE – MS TRAM EVENT – JULY 14-15, 2014:**

Glenn Olson, Director of Public Works/City Engineer, reviewed the request for the street closure of East Lyon Street from the corner of Parkside Drive to Abode Road for the 25<sup>th</sup> Annual Bike MS TRAM. The 25th Annual Bike MS TRAM is a six-day bicycle tour coordinated by the National Multiple Sclerosis Society, Upper Midwest Chapter. In 2013, 850 bicyclists raised over \$750,000. Money raised by the Bike MS TRAM is used to support research to find the cause and cure for MS and support programs that enhance the quality of life for people who have multiple sclerosis and their families. The bicyclists will be in Marshall for an overnight stay on Monday, July 14, 2014. There will be approximately 800 bicyclists and 400 crew members. A committee has been working on the event in Marshall since October 2013. They have been working with hotels and local businesses on the event. Approximately 40% of the cyclists stay in hotels while the other 60% will camp. The event will take place in Independence Park. The Street Department will be responsible for providing barricades for traffic control, as well as the installation before the event and removal after the event. The Public Safety Department will be responsible for any traffic control requiring personnel. There will be no detour provided for this street closure, and provisions will be made for local traffic only for access to homes located within the closure area.

Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the Council approve the street closure on East Lyon Street from just east of Parkside Drive to approximately 150 feet west of Adobe Road beginning at 9:00 a.m. on Monday, July 14, 2014 to 9:00 a.m. on Tuesday, July 15, 2014'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**. The motion **Carried 6 - 0**

**CONSIDER APPROVAL OF A TEMPORARY ON-SALE LIQUOR LICENSE FOR MARSHALL AREA CHAMBER OF COMMERCE:**

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'the approval of a Temporary On-Sale Liquor License for the Marshall Area Chamber of Commerce to use on April 28, 2014 at Lyon County Business Summit to be held at SMSU, 1501 State Street, Marshall, Minnesota'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**CONSIDER AGREEMENT WITH SMSU FOR USE OF RA FACILITY FOR VOTING LOCATION:**

Thomas M. Meulebroeck, Finance Director/City Clerk, reviewed the SMSU Rental Agreement to use the RA Facility for the Primary and General Elections for 2014 and 2016. This item would normally be placed under consent. However, Councilmember Bayerkohler has requested all SMSU related agenda items not be included under consent as to allow for his consideration of abstention.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'the approval of the SMSU Rental Agreement to use the RA Facility for the Primary and General Elections for 2014 and 2016'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0 Abstain: 1. The motion **Passed 5 - 0 - 1**, with Bayerkohler abstaining.

Mayor Byrnes called for a 5-minute recess at 6:57 P.M.

**CONSIDER RESOLUTION AMENDING BUDGET AMOUNTS FOR FISCAL YEAR ENDING DECEMBER 31, 2013:**

Thomas M. Meulebroeck, Finance Director/City Clerk indicated that the year-to-date 2013 revenues and expenditures have been compared to the original 2013 budget. Mr. Meulebroeck indicated that there are budget adjustments for the following funds: General Fund, Insurance Reserve, Special Revenue, Debt Service Funds, Capital Projects, Wastewater Fund, Liquor Fund, and Surface Water Utility Fund. The resolution encompasses all recommended budget changes and will reduce the variances between budget to actual.

Mr. Meulebroeck started to review the adjustments when Council Member Bayerkohler indicated that he would like to make a motion.

Member (**Glenn Bayerkohler**) moved, Member (**Mike Boedigheimer**) seconded to approve the **AMENDED** motion 'that the approval of Reallocating Budget Amounts for fiscal year ended December 31, 2013 be tabled and be referred to the Ways and Means Committee for review before bringing this back to the City Council for consideration'.

Thomas M. Meulebroeck, Finance Director/City Clerk, indicated that these adjustments need to be approved by the Council or they will not be included in the 2013 budget. Bayerkohler was concerned why the process takes this long. Mr. Meulebroeck indicated that in order for staff to properly adjust for revenues and expenditures that it may take up to two months to receive measurable revenues and expenditures to adjust the budget for the previous year.



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Ben Martig, City Administrator, indicated that Bayerkohler's concern was addressed in 2013 and was discussed at a work session with Springsted's. The decision at that time was to not make any changes.

Upon a roll call vote being taken, the vote was: Aye: 1 Nay: 4 Abstain: 1. The motion **Failed 1 - 4 - 1**, with Bayerkohler voting yes; DeCramer, Doom, Boedigheimer and Byrnes voting no; and Conyers abstained.

Mr. Meulebroeck reviewed the remaining budget adjustments at this time.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBER 4005, SECOND SERIES Reallocating Budget Amounts for Fiscal Year Ended December 31, 2013'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 2. The motion **Passed 4 - 2** with Bayerkohler and Boedigheimer voting no.

**Consider Appointments to Community Services Advisory Board.**

Per the recommendation of Mayor Byrnes and School Board Member Matt Coleman Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'approval of appointments to the Community Services Advisory Board'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

Community Services Advisory Board – Kari Loft be reappointed for a three year term to expire on February 28, 2017

Community Services Advisory Board – Craig Schaefer be reappointed for a three year term to expire on February 28, 2017

Community Services Advisory Board – Scott Voss be appointed for a three year term to expire on February 28, 2107

Convention and Visitor Bureau – Nicholas Simonson be appointed for a two year term to expire on December 31, 2016

**COMMISSION/BOARD LIAISON REPORTS:**

Reports by the Mayor and Council Members of the various Boards and Commissions were presented at this time:

Byrnes            MS Tram Committee met last Thursday

Doom             Equipment Review Committee items were acted on earlier in the meeting; Public Improvement / Transportation Committee discussed storage for towed vehicles.

Bayerkohler    Planning Commission items were acted on earlier in the meeting.

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DeCramer     EDA met; MERIT Center Commission has new members; Utilities Commission will meet on March 26<sup>th</sup> to review their bond sale.

Boedigheimer No report.

Conyers       No report.

**COUNCILMEMBER INDIVIDUAL ITEMS:**

There needs to be discussion on using Enterprise Funds for the Sports Facility and MERIT Center. City Administrator Ben Martig was requested to schedule a Ways and Means Committee meeting before the work session on April 15<sup>th</sup>. Council Member DeCramer requested staff to provide the public with an update on the use of bike lanes and skateboards.

**STAFF REPORTS:**

Ben Martig, City Administrator, provided updates on Capital Project planning, the Public Improvement/Transportation Committee discussion on storage facilities; the Liquor Store progress; Terri Heaton from Springsted's will be at MMU for a Bond Sale on Wednesday. Ben provided information to the Lyon County Commissioners providing matching funds for furniture for the Library addition. The County is delaying this until they can have discussions with other libraries in Lyon County on their funding requests. The Library Board held a special meeting to discuss a new catalogue system. Mr. Martig, Mayor Byrnes and Cal Brink met with Barbara McDonald, Interim President for MN/West Technical Colleges.

Glenn Olson, Director of Public Works/City Engineer, indicated that he has received 4 proposals from 2 companies to repair the City Hall air conditioner. He is recommending that this be added to the agenda and consider awarding the quote to Hart's Heating & Refrigeration in the amount of \$14,700 for a new compressor and installation at City Hall.

DeCramer moved, Doom seconded, that the purchase of a new compressor and installation from Hart's Heating & Refrigeration in the amount of \$14,700 be added to the agenda and authorize Glenn Olson to proceed with the award to Hart's Heating & Refrigeration. All voted in favor of the motion.

Glenn Olson also requested that the specs for the for the Truck Chassis-DoAl for the Street Department be amended to include a sander and a pre-wet and de-icing system and the Dump Truck-Snow Plow for the Street Department be amended to include a pre-wet and de-icing system.

Doom moved, Boedigheimer seconded, that the an amendment to the specs for the Truck Chassis-DoAl for the Street Department be amended to include a sander and a pre-wet and de-icing system and the Dump Truck-Snow Plow for the Street Department be amended to include a pre-wet and de-icing system be added to the agenda for consideration and approval. All voted in favor of the motion.

Mr. Olson indicated that he attended a meeting in Willmar with MN/DOT. There was a brief discussion on the railroad loop by-pass that could double the number of trains in Marshall. The

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quiet signal was also discussed along with a possible tiger grant. There will be a pre-job conference on the MMU Raw water line project.

Dennis Simpson, City Attorney, indicated that he met with Rob Yant, Police Chief, in regard to the railroad crossing on Fairview being blocked for several hours. The annual compliance for Heritage Point needs to be filed and the Action Manufacturing Conversation Easement has been reviewed by the Attorney General Office.

**PENDING ITEMS:**

There were no questions on the pending items list.

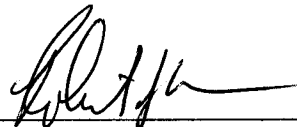
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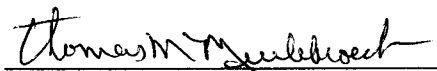
There were no questions on the information items.

**UPCOMING MEETINGS:**

There were no questions on the upcoming meeting list.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'adjourn meeting'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**. The motion **Carried 6 - 0**

  
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Mayor

  
\_\_\_\_\_  
Finance Director/City Clerk