

REGULAR MEETING – DECEMBER 9, 2014

The regular meeting of the Common Council of the City of Marshall was held on December 9, 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: Ellayne Conyers, Glenn Bayerkohler, Larry Doom, Craig Schafer and Mike Boedigheimer. Absent: John DeCramer. Staff present included: Ben Martig, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; 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 of the Council that the agenda be approved as presented.

**CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 25, 2014, THE MINUTES OF THE WORK SESSION HELD ON NOVEMBER 25, 2014, AND THE MINUTES OF THE WORK SESSION HELD ON DECEMBER 2, 2014:**

Member (Larry Doom) moved, Member (Mike Boedigheimer) seconded to approve the ORIGINAL motion 'that the minutes of the regular meeting held on November 25, 2014, the minutes of the work session held on November 25, 2014 and the minutes of the work session held on December 2, 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

**"NO PARKING" DESIGNATION ON PARK AVENUE -- 1. PUBLIC HEARING; 2. CONSIDER RESOLUTION PROVIDING FOR SIGNAGE IN THE CITY OF MARSHALL:**

This was the date and time set for a public hearing on the "No Parking" designation on Park Avenue. Glenn Olson, Director of Public Works/City Engineer, indicated that Park Avenue was reconstructed in 2014 and a discussion was held at the Public Informational Meeting and the Improvement Hearing concerning the existing and proposed widths of Park Avenue. In order to provide two driving lanes and two parking lanes, the avenue would have to be widened to a minimum of 40 feet. After discussion, the neighborhood decided to keep the narrower street and prohibit parking on one side allowing two lanes of traffic and parking on one side. As there are fewer driveways on the west side of Park Avenue and a significant portion of Park Avenue is adjacent to Liberty Park, staff is recommending designation of a "No Parking" restriction on the east side of Park Avenue from East College Drive to East Marshall Street. At their meeting on November 19, 2014 the Public Improvement/Transportation Committee recommended to the City Council designation of "No Parking" restriction on the east side of Park Avenue from East College Drive to East Marshall Street. At the City Council meeting on November 25, 2014, the City Council called for a public hearing to be held on December 9, 2014 regarding this resolution. Hearing notices were sent to all adjacent property owners.

Tim Anderson, 118 Park Avenue, indicated that he was against having parking on the west side of Park Avenue, where he lived. He indicated that there are usually more vehicles parked on the east side of Park Avenue and by making it a no parking zone there would be more parking on the

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west side. He also indicated that if there were no parking on the west side of the street that it could cause congestion in the right-hand lane for drivers trying to turn onto Park Avenue from College Drive.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**. The motion **Carried 6 - 0**

Member (**Larry Doom**) moved, Member (**Ellayne Conyers**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4101, SECOND SERIES, which is the "Resolution Providing for Signage in the City of Marshall" for the designation of "No Parking" restriction on the east side of Park Avenue from East College Drive to East Marshall Street '. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **2**. The motion **Passed 4 - 2**, with Schafer and Byrnes voting no.

**CONSIDER AWARD OF BID FOR THE PICKUP OF GARBAGE AND TRASH FOR VARIOUS CITY LOCATIONS:**

The bids were received, opened and read on November 24, 2014 for the removal of garbage and trash from numerous municipal locations within the City of Marshall were from:

Waste Management  
Marshall, Minnesota  
\$28,176.77

Southwest Sanitation  
Marshall, Minnesota  
\$35,744.72

Member (**Mike Boedigheimer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'award the contract for the pick-up of garbage and trash from numerous municipal locations with Waste Management for 2015-2016 in the amount of \$28,176.77'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**. The motion **Carried 6 - 0**

**CONSIDER APPROVAL OF CONSENT AGENDA:**

Bayerkohler requested that Approval of the 2015 Temporary/Seasonal Wage Schedules be removed from the consent agenda.

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

Authorization be granted to the Department of Public Safety to dispose of surplus City Property – one (1) vehicle. This vehicle will be auctioned on-line at the state site or will be taken to Alter Metal Recycling for disposal.

The approval of a Taxi Cab License for Downtown DD LLD dba Marshall Taxi for January 1, 2015 through December 31, 2015. The fee for this license is \$150.00 for three vehicles.

The approval of the Engagement Letter for Abdo Eick & Meyers, LLP to perform the audit services for the City of Marshall's 2014 Financial Statements.

That the proper City personnel be authorized to enter into the Monitoring Equipment Site Lease PC0031 for Air Monitoring at the Airport with the State of Minnesota acting for the benefit of the Minnesota Pollution Control Agency (MPCA).

The adoption of RESOLUTION NUMBER 4102, SECOND SERIES, which is a resolution approving the proposed transfer of the Cable Franchise Currently Held by CC VIII Operating, LLC d/b/a Charter Communications.

That the following bills and project payments be authorized for payment, ACCOUNTS PAYABLE, Voucher No. 91625 through 91752.

**ITEM REMOVED FROM CONSENT AGENDA - CONSIDER APPROVAL OF THE 2015 TEMPORARY/SEASONAL WAGE SCHEDULES:**

On an annual basis, the Council reviews the wage schedule for temporary/seasonal employees—generally for approval and implementation on January 1 of the following year. Council Member Bayerkohler asked why the Band Director has steps and the band members do no. It was indicated that the band members have a limited number of hours in the summer and that they do not attend all the sessions.

Member (Larry Doom) moved, Member (Craig Schafer) seconded to approve the ORIGINAL motion 'Approval of the 2015 Temporary/Seasonal Wage Schedules as proposed with the effective dates of December 29, 2014 and July 27, 2015'. 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

**CONSIDERATION OF RESOLUTION APPROVING SALE AND AWARD OF THE 2015A BONDS BY CITY COUNCIL:**

Terri Heaton, Springsted, reviewed the following bids that were received for the \$1,710,000 General Obligation Bonds, Series 2015A:

Bidder	Price	Net Interest Cost	True Interest Rate
United Bankers' Bank	\$1,744,512.60	\$408,279.07	2.4716%
Northland Securities, Inc.	\$1,700,580.15	\$412,352.14	2.5283%
Raymond James & Associates, Inc.	\$1,759,627.65	\$424,811.93	2.5728%

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Bidder	Price	Net Interest Cost	True Interest Rate
W. Baird & Company Inc.	\$1,765,281.30	\$430,643.70	2.6034%
C. L. King & Associates WMBE			
Cronin & Co., Inc.			
Samco Capital Markets			
Vining-Sparks IBG, Limited Partnership			
WNJ Capital			
Loop Capital Markets			
Crews & Associates, Inc.			
Castleoak Securities, L.P.			
Davenport & Co. LLC			
Ross, Sinclair & Associates, LLC			
Duncan-Williams, Inc			
Dougherty & Company, LLC			
Isaak Bond Investments, Inc.			
Oppenheimer & Co.			
Sumridge Partners			
Country Club Bank			
R. Seelaus & Company, Inc.			
Alamo Capital			
Wedbush Securities Inc.			
J.J.B. Hilliard, W.L. Lyons, LLC			
Umb Bank, N.A.			

Member (**Mike Boedigheimer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBER 4103, SECOND SERIES, which is a resolution Awarding the Sale of General Obligation Bonds, Series 2015A, Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment' The sale of the 2015A G.O. Bonds was to United Bankers Bank for \$1,744,512.60 with a net interest cost of \$408,279.07 and a true interest rate of 2.4716%. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **NEW** motion 'the approval of the Amendment to Addendum A of Agreement for Continuing Disclosure Services and Addendum B of Agreement for Arbitrage and Rebate Monitoring with Springsted Incorporated for the \$1,710,000 General Obligation Bonds, Series 2015A'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**PUBLIC HEARING HELD AT 6:00 P.M. FOR THE PRESENTATION OF PROPOSED 2015 BUDGET AND TAX LEVY COLLECTIBLE IN 2015.**

This was the date and time set for a public hearing on the 2015 Budget and Levy. Ben Martig, City Administrator, provided a review of the 2015 Budget and Tax Levy. The purpose of this public hearing was to hear any comments from the City council and from the general public in regard to the proposed budget and tax levy payable in the year 2015. Mr. Martig provided a power point presentation which included:

Proposed Tax Levy; Sample Tax Statements; How Property Tax Rates are Determined; Residential Property Tax Comparison 2014-2015; Commercial/Industrial Tax Comparison 2014-2015; History of Local (Tax Capacity Rates) for City-County-School; City of Marshall Total Tax Capacity Rate; City of Marshall Tax Capacity 2005-2015; General Fund Revenues; General Fund Revenue Comparisons 2013-2015; 2015 Proposed Use of Property Tax Revenue; LGA Payment History; How is my 2015 "City" Tax Dollar (\$1.00) Spent?; General Fund FY 2015 Expenditures; General Fund Expenditure Comparisons 2014-2015; General Fund Expenditure Breakdown by Type 2014 vs. 2015; and a Summary of Budgeted Revenues and Expenditures for the Marshall-Lyon County Library; Economic Development; and Enterprise Funds.

Gordon Edwards, 1119 Skyline Drive, indicated that his property value increased over the past 2 years. He asked what other levies include such as the SW Regional Development Commission. Mr. Martig asked him to leave a contact number for the Assessing Department to contact him in regard to his property valuation.

Council Member Bayerkohler was concerned with expenses increasing 6.99% from 2014. He indicated that the City needs to do what they can to keep taxes down.

Member (Larry Doom) moved, Member (Craig Schafer) seconded to approve the ORIGINAL motion 'that the public hearing be closed'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 1. The motion Passed 5 – 1, with Boedigheimer voting no.

**PRESENTATION OF HEALTH IMPACT ASSESSMENT (HIA) PROJECT FOR THE CITY OF MARSHALL (DREW HAGE, MPP DEVELOPMENT PLANNER FOR THE SW REGIONAL DEVELOPMENT COMMISSION):**

Drew Hage, MPP Development Planner for the SW Regional Development Commission, was in attendance at the meeting. He provided an overview of the Marshall GreenStep City Health Impact Assessment.

**CONSIDER RESOLUTION OF INTENT FOR THE CITY OF MARSHALL TO ACT AS SPONSORING AGENCY FOR A "TRANSPORTATION ALTERNATIVES" PROJECT FOR MARSHALL AREA TRANSIT ADA BUS ACCESS:**

Cathleen Almich, Transportation Director for Marshall Area Transit (MAT), was in attendance at the meeting to review the request for the installation of several ADA accessible bus shelters within the city of Marshall. MAT has submitted a funding request from the State Transportation Alternatives Program (TAP) for the construction of accessible walkways and installation of bus shelters. MAT already has the shelters on hand. The TAP program participates in the eligible items at 80% State / 20% local share. MAT needs written support and commitment from the City of Marshall to be the sponsoring agency for their application. It will be the responsibility of MAT to provide any non-State funding for the project. The project is part of the MAT Bus Route Plan and provides a primary function for transportation purposes. The locations of the bus stops are in strategic locations for people with disabilities and subsidized housing areas. At the Public Improvement/Transportation Committee meeting on November 19, 2014, a recommendation was made to the City Council to be the sponsoring agent for the Marshall Area Transit funding request from the State Transportation Alternative Program (TAP) for bus shelter installation and ADA accessibility.

Member (Craig Schafer) moved, Member (Larry Doom) seconded to approve the ORIGINAL motion that the Council adopt RESOLUTION NUMBER 4104, SECOND SERIES, which is the "Resolution of Intent for the City of Marshall to Act as Sponsoring Agency for a "Transportation Alternatives" Project for Marshall Area Transit ADA Bus Access". Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion Carried 6 - 0

Mayor Byrnes called for a 5-minute recess at 6:59 P.M.

**CONSIDER APPROVAL OF THE ANNUAL RENEWAL FOR THE ON-SALE INTOXICATING LIQUOR LICENSES, SUNDAY ON-SALE INTOXICATING LIQUOR LICENSES, WINE LICENSES, BREWER TAPROOM LICENSE, OFF-SALE INTOXICATING LIQUOR LICENSE, 3.2 MALT LIQUOR BEVERAGE ON-SALE LICENSE, 3.2 MALT BEVERAGE OFF-SALE LICENSE, MICRO/SMALL BREWER OFF-SALE LIQUOR LICENSE (GROWLERS) AND TOBACCO LICENSE FOR 2015:**

Member (Larry Doom) moved, Member (Mike Boedigheimer) seconded to approve the ORIGINAL motion the approval of the On-Sale Intoxicating Liquor Licenses, Sunday On-Sale Intoxicating Liquor Licenses, Wine Licenses, Brewer Taproom License, Off-Sale Intoxicating Liquor License, 3.2 Malt Liquor Beverage On-Sale License, 3.2 Malt Beverage Off-Sale License, Micro/Small Brewer Off-Sale Liquor License (Growlers) and Tobacco for 2015 contingent upon all requirements being completed for the following businesses: Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion Carried 6 - 0

**ON-SALE INTOXICATING LIQUOR LICENSE (\$4,200 per year)**

American Legion	Applebee's Neighborhood Grill & Bar
Bello Cucina	Eagles Club
El Rancho #2	Fuzzy's Bar & Grill
Gambler	Hitching Post Eatery and Saloon
Mariachi Fiesta	Marshall Bowl
Marshall Golf Club	Ramada
TK's Steakhouse and Pappy's	Varsity Pub
Wooden Nickel	

**ON-SALE INTOXICATING SUNDAY LIQUOR LICENSE (\$200 per year)**

American Legion	Applebee's Neighborhood Grill & Bar
Brau Brothers Brewing	Dickey's Barbecue Pit
Eagles Club	El Rancho #2
Fuzzy's Bar & Grill	Hitching Post Eatery and Saloon
Hunan Lion	Hy-Vee Market Café
Mariachi Fiesta	Marshall Bowl
Marshall Golf Club	Ramada
TK's Steakhouse and Pappy's	Varsity Pub
Wooden Nickel	

**TAPROOM (\$250 per year)**

Brau Brothers Brewing

**WINE LICENSE (\$800 per year)**

Dickey's Barbecue Pit

Hunan Lion

Hy-Vee Market Café

**3.2 MALT BEVERAGE ON-SALE LICENSE (\$250 per year)**

Dickey's Barbecue Pit

Hunan Lion

Hy-Vee Market Café

Pizza Ranch

**MICRO/SMALL BREWER OFF-SALE LIQUOR LICENSE - GROWLERS**

Brau Brothers Brewery

**3.2 MALT BEVERAGE OFF-SALE LICENSE (\$90 per year)**

Casey's General Store

Cattoor's

Express Way of Marshall

Freedom Value Center

Hy-Vee Food Store

Hy-Vee Gas Station

La Mexicana

Prairie Pride Cooperative – Ampride West

Wal-Mart

**TOBACCO LICENSE (\$75 per year)**

American Legion

Casey's General Store

Cattoor's

Express Way of Marshall

Freedom Value Center

Hy-Vee Food Store

Hy-Vee Gas Station

Marshall Golf Club

Marshall Liquor Store

Marshall Tobacco Inc.

Super America

Wal-Mart

Prairie Pride Cooperative – Ampride Main

Prairie Pride Cooperative – Ampride West

**CONSIDER UNDER 21 EXEMPTION FOR LIQUOR ESTABLISHMENTS FOR 2015:**

Thomas M. Meulebroeck, Finance Director/City Clerk, indicated that per Section 6-215 (c), of Ordinance Number 646, Second Series, those establishments that hold a Liquor License from the City may request an exemption under this ordinance if there Liquor Sales are less than 30% of their gross sales.

Member (Larry Doom) moved, Member (Ellayne Conyers) seconded to approve the ORIGINAL motion 'to grant the Under 21 Exemption to Applebee's, Hitching Post, Marshall Bowl, Marshall Golf Club and TK's Steakhouse & Pappy's as per Ordinance Number 646, Second Series, Section 6-215 (c)'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. the motion Carried 6 - 0

**AUTHORIZATION TO PURCHASE GENERATOR FROM COUNTY FAIR FOODS LLC FOR THE SOUTHWEST MINNESOTA REGIONAL AMATEUR SPORTS CENTER:**

Glenn Olson, Director of Public Works/City Engineer, indicated that after the closure of County Fair Foods, it was brought to his attention that the generator would be coming available for sale. Mr. Olson did inquire from the owner the specifications of the diesel generator. It is a Cat Generator Model SR4B rated at 500KW and would be potentially capable of generating part or all of the electrical needs at the SMASC. Mr. Olson contacted MMU, and they indicated a generator of that size would be extremely beneficial for cost savings under a peak load shaving rate through MMU, saving as much as \$40,000 per year on electrical costs based upon the information provided by the City's architect. From this savings would also come additional costs for diesel fuel, generator maintenance and required annual maintenance inspections. As these savings are significant, Mr. Olson contacted the owner to inquire what items would be included with the purchase of the generator. He responded with the current value of the generator with its age and condition would be \$70,000 and would sell it to the City for \$55,000, including the existing electrical controls and information panel/controls. In review of the potential acquisition Bob VanMoer, Wastewater Superintendent, indicated that this generator was an exceptional value as this generator also comes with the most recent MPCA emissions updates. Those emissions updates for the Wastewater generators was over \$20,000 alone. MMU is reviewing the electrical design with ATS&R regarding the connection of the recommended generator with the SMASC to ensure that the MMU peak load shaving qualifications are being met in the design. Additional costs will include relocation, installation, and commissioning. The estimate for this work is approximately \$15,000.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that the Council authorize the purchase of a Cat Generator Model SR4B from County Fair Food Stores Inc. in the amount of \$55,000 for installation at the Southwest Minnesota Regional Amateur Sports Center (SMASC)'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**CONSIDER RESOLUTION PLEDGING TO SUPPORT AND FUND THE OPERATIONS OF THE SOUTHWEST MINNESOTA REGIONAL AMATEUR SPORTS CENTER:**

Ben Martig, City Administrator, indicated that staff is working on completing State Bonding Capital Project Checklist in order to receive agreements for approval at the December 23, 2014 meeting of the City Council. The State requires council to approve a resolution pledging to support and fund the operations of the Southwest Minnesota Regional Amateur Sports Center. This action is required in order to receive the \$4.298 million grant from the State of Minnesota.

Member (**Larry Doom**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBER 4105, SECOND SERIES, which is a Resolution Pledging to Support and Fund the Operations of the Southwest Minnesota Regional Amateur Sports Center'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 1. The motion **Passed 5 – 1** with Bayerkohler voting no.



**CONSIDER RESOLUTION PLEDGING TO SUPPORT AND FUND THE OPERATIONS OF THE MERIT CENTER:**

Ben Martig, City Administrator, indicated that staff is working on completing State Bonding Capital Project Checklist in order to receive agreements for approval at the December 23, 2014 meeting of the City Council. The State requires council to approve a resolution pledging to support and fund the operations of the MERIT Center. This action is required in order to receive the \$1 million state grant from the State of Minnesota.

Member (**Craig Schafer**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBER 4106, SECOND SERIES, which is a Resolution Pledging to Support and Fund the Operations of the MERIT Center'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 1. The motion **Passed 5 - 1** with Bayerkohler voting no.

**CONSIDER ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT WITH TKDA FOR ENGINEERING, ARCHITECTURE AND PLANNING SERVICES FOR AIRPORT DEVELOPMENT:**

Glenn Olson, Director of Public Works/City Engineer, indicated that the Airport Commission is recommending to enter into a Professional Services Agreement for Engineering, Architecture and Planning Services with TKDA of St. Paul, Minnesota, relating to Marshall Airpark East at the Southwest Minnesota Regional Airport. The City of Marshall, Minnesota requested qualifications from consulting airport architectural / engineering / planning firms to provide services associated with airport improvements, with the intent to retain the selected firm for five (5) years or until completion of the CIP items listed in the RFQ and as identified in the SFY2016-2020 CIP. Two firms submitted an RFQ (TKDA of St. Paul, Minnesota, and Bollig Inc. of Willmar, Minnesota). A letter of decline was received from Bolton & Menk, Inc., Mankato, Minnesota.

The Professional Services Agreement for Engineering, Architecture and Planning Services is for January 1, 2015 through December 31, 2019. The agreement defines the terms and conditions of their services and allows the use of individual authorizations for specific projects. The agreement defines the terms of TKDA's services to be provided and will remain in effect as long as the City wishes. Individual projects will require additional individual contracts to come before both the Airport Commission and City Council for approval. This agreement has been provided to City Attorney Dennis Simpson for his review.

Member (**Mike Boedigheimer**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that the Council authorize entering into a Professional Services Agreement for Engineering, Architecture and Planning Services with Toltz, King, Duvall, Anderson and Associates, Incorporated (TKDA) of St. Paul, Minnesota for Airport development'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion **Carried 6 - 0**

**COMMISSION/BOARD LIAISON REPORTS:**

Byrnes Regional Development Commission will meet on Thursday, December 11<sup>th</sup>;  
SW MN Amateur Sports Center will meet on Wednesday, December 10<sup>th</sup>.

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Schafer Library Board met on Monday – the budget is in place and they worked on prioritizing the items for the Children's Addition.

Doom Personnel Committee items were acted on earlier in the meeting; Public Improvement/Transportation Committee items were acted on earlier in the meeting.

Bayerkohler Housing Commission met on Monday and the Planning Commission will meet on Wednesday, December 10<sup>th</sup>.

Boedigheimer Airport Commission met, but Mike was unable to attend.

Conyers Community Services Advisory Board met last week. They have two new members.

**COUNCILMEMBERS INDIVIDUAL ITEMS:**

Council Member Conyers complemented City Staff for their work on the 2015 City Budget.

**CITY ADMINISTRATOR:**

Ben Martig, City Administrator, indicated that there was a bid opening earlier today for the road course portion of the MERIT Center Project. These bids came in under estimate; therefore they may be able to accept some of the alternate bids. The Building Inspection department interviews are scheduled for Wednesday, December 10<sup>th</sup>. Issues with dog and cat bites are being reviewed.

**DIRECTOR OF PUBLIC WORKS:**

Glenn Olson, Director of Public Works/City Engineer, provided an update on the issue at Southview Drive and 4<sup>th</sup> Street intersection. Minor changes are also being reviewed for the intersection at Lyon Street and 4<sup>th</sup> Street. He briefly reviewed the agreement with the Corp of Engineers in regard to removing trees in the river. Work continues on the bike path behind the fairgrounds.

**CITY ATTORNEY:**

Dennis Simpson, City Attorney, indicated that the purchase agreement with Ralco has been executed; the FBO Lease with Midwest Aviation has been executed; and work continues with the owner for the hotel next to the sports center.

**PENDING ITEMS:**

There were no questions on the pending items.

**INFORMATION ONLY:**

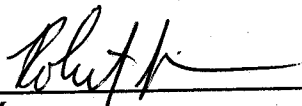
There were no questions on the information items.

**UPCOMING MEETINGS:**

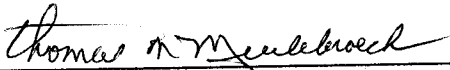
There were no questions on the upcoming meeting list.

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Member (Larry Doom) moved, Member (Mike Boedigheimer) seconded to approve the ORIGINAL motion 'that the meeting be adjourned'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion Carried 6 - 0

  
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Mayor

ATTEST:

  
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Finance Director/City Clerk