

REGULAR MEETING – OCTOBER 13, 2015

The regular meeting of the Common Council of the City of Marshall was held October 13, 2015 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: David Sturrock, Ellayne Conyers, John DeCramer, Glenn Bayerkohler, Larry Doom and Craig Schafer. Absent: none. Staff present included: Ben Martig, City Administrator; Dennis Simpson, City Attorney; Ilya Gutman, Plans Examiner; Harry Weilage, Director of Community Services; Rob Yant, Director of Public Safety; Jane DeVries, Deputy City Clerk and Thomas M. Meulebroeck, Finance Director/City Clerk. Glenn Olson, Public Works Director/City Engineer arrived late.

The Pledge of Allegiance was recited at this time.

**APPROVAL OF AGENDA:**

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 SEPTEMBER 22, 2015 AND THE MINUTES OF THE WORK SESSION HELD ON SEPTEMBER 29, 2015:**

Member (**Craig Schafer**) moved, Member (**John DeCramer**) seconded to approve the **SUBSTITUTE** motion 'that the minutes of the regular meeting held on September 22, 2015 be approved as corrected and the minutes of the work session held on September 29, 2015 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: 7 Nay: 0. The motion **Carried 7 - 0**

Glenn Olson, Director of Public Works/City Engineer, was not in attendance at this time; therefore the Consent Agenda was acted on.

**CONSIDER APPROVAL OF CONSENT AGENDA:**

Member (**Larry Doom**) moved, Member (**John DeCramer**) 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: 7 Nay: 0. The motion **Carried.7 - 0**

BE IT RESOLVED, that the City Council hereby (1) grants local unit of government approval to Holy Redeemer Church to hold a raffle on January 29, 2016, at Holy Redeemer Church Parish Center, 503 West Lyon Street, Marshall, Minnesota, (2) acknowledges the receipt of LG220 Application of Exempt Permit, (3) waives the 30-day waiting period, and (4) authorizes and directs the appropriate city personnel to complete and sign the LG220 Application for Exempt Permit on behalf of the City of Marshall.

That the following bills and project payments be authorized for payment: ACCOUNTS PAYABLE, Voucher No. 95500 through 95732.

**APPROVAL OF ITEMS PULLED FROM CONSENT - REQUEST AUTHORIZATION TO REQUEST PROPOSALS FOR PROFESSIONAL AUDITING SERVICES FOR THE CITY OF MARSHALL:**

The City of Marshall entered into an agreement in January 2008 with Abdo Eick & Meyers LLP to perform audit services for 2007 - 2010 with a provision to perform those services for an additional 4 years. Auditing services for 2014 was the final year of this agreement, therefore staff is requesting authorization to seek proposals due by November 6, 2015 for 4 years with a provision for an additional 4 years.

Council Member Bayerkohler was concerned with requesting bids for 4 years. Thomas M. Meulebroeck, Finance Director/City Clerk; indicated that the last contract was for 4 years with an option of an additional 4 years., Mr. Meulebroeck indicated that by using the same auditor for a number of years, they are familiar with the City's accounts. Bayerkohler also requested that the draft audit be available by June 1<sup>st</sup>. Mr. Meulebroeck indicated that there is a lot of preparation done by staff for the auditors and that this takes time.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that the proper personnel be authorized to request proposals for Professional Auditing Services for the City of Marshall'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

Be it noted the arrival of Glenn Olson, Director of Public Works/City Engineer.

**COLEMAN-URBAN APPEAL ADDITION -- 1) PUBLIC HEARING ON PRELIMINARY PLAT; 2) CONSIDER RESOLUTION APPROVING THE FINAL PLAT:**

Glenn Olson, Director of Public Works/City Engineer, reviewed the preliminary plat of Coleman-Urban Appeal Addition in Marshall, Minnesota. This property was formerly owned by the Wherley Moving & Storage. The purpose of the plat is to combine properties of different subdivisions and to subsequently split the resulting property into two lots for the purpose of separate ownership and use. The Planning Commission recommended approval of the preliminary plat of Coleman-Urban Appeal Addition to the City Council, subject to utility companies review and recommendations. The utility companies have indicated the location of requested utility easements. Those easements are shown on the final plat as requested.

Member (**Larry Doom**) moved, Member (**David Sturrock**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing and approve the Preliminary Plat of Coleman-Urban Appeal Addition'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

Member (**Larry Doom**) moved, Member (**Ellayne Conyers**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4205, SECOND SERIES, which is the Resolution Approving the Final Plat of Coleman-Urban Appeal Addition, contingent upon City Attorney review and approval of abstract of title and title opinion'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

**PROJECT Z39/MINNESOTA DNR PARKS AND TRAILS LEGACY PROGRAM**  
**PROJECT NO. L025-13-4B: DIVERSION CHANNEL BIKE TRAIL PROJECT**  
**(DIVERSION CHANNEL TO T.H. 19) -- 1) RESOLUTION DECLARING OFFICIAL**  
**INTENT REGARDING THE REIMBURSEMENT OF EXPENDITURES WITH THE**  
**PROCEEDS OF TAX-EXEMPT BONDS; 2) RESOLUTION ACCEPTING BID**  
**(AWARDING CONTRACT):**

Glenn Olson, Director of Public Works/City Engineer, indicated the purpose of this project is to construct a segment of recreational bike trail along the Redwood River Diversion Channel. The project will create a new trail segment between two existing trail segments from the diversion structure (south) to Channel Parkway (at West College Drive north). The trail segment will provide a direct connection between the existing trail segments and will provide a safe crossing of the BNSF Railroad by constructing the trail under the existing rail bridge.

The design for the project was based upon a project previously constructed under the rail bridge located between North T.H. 59 and North 7th Street here in Marshall. The construction includes a concrete retaining wall, reinforced concrete pavement and other related work in the vicinity of the BNSF facilities. The proposed project was designed to withstand flooding conditions as a portion of it is below the 1% flood elevations within the diversion channel.

This project proposes to construct a bituminous/concrete recreational trail along the Redwood River Diversion Channel. Improvements include a 3" thick bituminous trail over a 6" Class 5 base and a 6" thick reinforced concrete pavement over a 6" Class 5 base for portions of the trail constructed below the 1% floodplain elevation. Improvements also include construction of a concrete wall to minimize grading along the Marshall Golf Course and under the BNSF Railroad Bridge. It further includes construction of a safety fence along the golf course driving range portion of the project.

Presently the route between two segments of the bike trail system require traveling along the shoulder of East College Drive (T.H.19) and crossing the railroad tracks at grade and unprotected. The purpose of the trail segment is to provide a more direct alternate route between two existing trail segments and provide safe passage across (under) the railroad tracks.

Two bids were received, opened and read on October 1, 2015 for Project Z39/Minnesota DNR Parks and Trails Legacy Program Project No. L025-13-4B Diversion Channel Bike Trail Project (Diversion Channel to T.H. 19) from:

D & G Excavating, Inc.  
Marshall, Minnesota  
\$443,745.51

R & G Construction, Company  
Marshall, Minnesota  
\$462,789.00

This project, or a portion thereof, will be financed by the sale of bonds with repayment coming from Debt Service Fund Levy.

Member (John DeCramer) moved, Member (Larry Doom) seconded to approve the ORIGINAL motion that the Council adopt RESOLUTION NUMBER 4206, SECOND SERIES which is the "Resolution Declaring Official Intent Regarding the Reimbursement of

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Expenditures with the Proceeds of Tax-Exempt Bonds” for Project Z39/Minnesota DNR Parks and Trails Legacy Program Project No. L025-13-4B -- Diversion Channel Bike Trail Project (Diversion Channel to T.H. 19)'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

Member (**John DeCramer**) moved, Member (**Larry Doom**) seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4207, SECOND SERIES, which is the “Resolution Accepting Bid (Awarding Contract)” and authorizing entering into an agreement with D&G Excavating, Inc. of Marshall, Minnesota, in the amount of \$443,745.51 for Project Z39/Minnesota DNR Parks and Trails Legacy Program Project No. L025-13-4B – Diversion Channel Bike Trail Project (Diversion Channel to T.H. 19), contingent upon receipt of required permits and authorization to proceed under legacy grant requirements'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

**SOUTHWEST MINNESOTA REGIONAL AMATEUR SPORTS CENTER (SMASC) --  
CONSIDER AWARD OF PROPOSALS FOR BALLPARK FENCING:**

Glenn Olson, Director of Public Works/City Engineer, indicated that proposals were received, from American Fence Company of Rochester, Minnesota, for supply and installation of backstops and fencing for the four SMASC ball fields.

The proposals are as follows:

Backstops \$69,500.00

Fencing and Gates \$86,687.00

Foul Poles \$7,943.00

Total \$164,130.00

The proposals were obtained by contacting the company with the lowest proposed bid received on June 19, 2014 and rejected by Council on July 8, 2014 to negotiate the price. Three other firms submitted bids higher than American Fence Company. American Fence Company's original low bid for all three items was \$190,927.00.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that Council award fencing proposals to American Fence Company for all proposals in the amount of \$164,130.00. This will be paid from account number 413-70577-5530 Ballparks Capital Fund – Improvements other than Buildings. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1**, with Bayerkohler voting no.

**CONSIDER THE REQUEST FOR MAP AMENDMENT TO REZONE 1602 AND 1604  
NORTH HIGHWAY 59 FROM A - AGRICULTURAL DISTRICT TO I-2 GENERAL  
INDUSTRIAL DISTRICT:**

Glenn Olson, Director of Public Works/City Engineer, reviewed the request for a map amendment to rezone 1602 and 1604 North Highway 59 from A – Agricultural District to I-2 General Industrial District. The owner intends to use an old barn at 1602 North Highway 59 as a kennel for his animal clinic business. Kennels are explicitly prohibited in A-Agricultural District while animal hospitals are permitted in I-2 General Industrial District. Additionally, I-2 General Industrial District will be more consistent with Industrial Park Zoning so the City Staff

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recommended adding the adjacent property at 1606 North Highway 59 to the rezone request. Requirements for I-2 District can be found in Section 86-109. Rezoning procedures are described in Section 86-30 Amendments.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that the Council adopt ORDINANCE NUMBER 701, SECOND SERIES to rezone 1602, 1604, and 1606 North Highway 59 from A-Agricultural District to I-2 General Industrial District'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

**CONSIDERATION OF HEALTH INSURANCE RENEWAL WITH BLUE CROSS BLUE SHIELD OF MINNESOTA:**

Ben Martig, City Administrator, indicated the City of Marshall received a group employee health insurance renewal increase of 17.5% with Blue Cross Blue Shield for 2016. Upon review, the City Administrator requested the City insurance agent Bill Chukuske to pursue alternative health company proposals.

The City received a proposal from Medica that was 9.8% above the BCBS renewal of 17.5%. The City received a quote from the Public Employee Insurance Plan. Their rates are higher and plans are not the comparable. Therefore, Chukuske was recommending not to consider this option.

Mr. Chukuske received a decline to quote from Health Partners. Others that did not respond included Sanford, Preferred One and National Joint Powers Association.

The City offers two high deductible group health insurance plans. Chukuske and staff believe that the \$6300 maximum deductible plan available is not significant enough from the City maximum \$5000 to justify adding this as an option.

Due to the lack of lower comparable quotes, staff is recommending the renewal with Blue Cross Blue Shield.

Council Member Bayerkohler asked if the premiums would change if the City changed their type of plan. Mr. Chukuske indicated that the rates are based on the claims.

Member (**Larry Doom**) moved, Member (**Ellayne Conyers**) seconded to approve the **ORIGINAL** motion 'to approve the 2016 employee group health insurance renewal with Blue Cross Blue Shield of Minnesota'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

**CONSIDERATION OF DENTAL INSURANCE RENEWAL WITH DELTA DENTAL:**

Ben Martig, City Administrator, indicated that the City of Marshall received a proposed 22% increased renewal in group dental insurance from Delta Dental for 2016. Mr. Chukuske was contacted to pursue alternate plans and see if Delta would negotiate on the rate. Delta Dental offered two alternative options: a) decrease to 20% increase from 22% increase or b) increase the deductible and new increase would be 15% versus 20%. Chukuske did receive a proposal from

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HealthPartners. They are comparable to Delta's premium rate that is recommended. However, they would offer the lower deductibles. They do not have the same network though and are not comparable. Based on recent history of issues of out of network complaints when the City was with Guardian the recommendation from Chukuske and staff is to stay with the Delta renewal with the higher deductible versus the HealthPartners. The City does not currently contribute to the deductible so this would be an employee cost increase.

Mr. Martig indicated that Mr. Chukuske is not the agent for the City of Marshall dental insurance, but he was willing to voluntarily assist the City on this process. A special thanks goes out to him from staff for his assistance above and beyond expectations.

Member (**Craig Schafer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'to approve dental insurance renewal for 2016-2017 with Delta Dental with the increased Deductible from \$25/\$75 to \$50/\$150'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

**SOUTHWEST MINNESOTA REGIONAL AMATEUR SPORTS CENTER (SMASC) –**  
**CONSIDER CHANGE ORDERS: -- 1) CHANGE ORDER NO. 2 (0330.002) FOR**  
**CONTRACT #0330 CAST-IN-PLACE CONCRETE WITH INNOVATIVE BUILDINGS**  
**OF ALEXANDRIA, INC.; 2) CHANGE ORDER NO. 3 (0345.003) FOR CONTRACT**  
**#0345 PRECAST ARCHITECTURAL CONCRETE WALLS AND PANELS WITH**  
**FABCON PRECAST, LLC; 3) CHANGE ORDER NO. 3 (0512.003) FOR CONTRACT**  
**#0512 STEEL SUPPLY WITH THURNBECK STEEL FABRICATION, INC.;**  
**4) CHANGE ORDER NO. 2 (0840.002) FOR CONTRACT #0840 ALUMINUM**  
**ENTRANCES/STOREFRONTS/WINDOWS/CURTAINWALLS/GLAZING WITH**  
**SOUTHWEST GLASS CENTER, INC.; 5) CHANGE ORDER NO. 4 (0990.004) FOR**  
**CONTRACT #0990 PAINTING/COATINGS WITH STEINBRECHER PAINTING, INC.:**

Glenn Olson, Director of Public Works/City Engineer, reviewed the proposed change orders for the Southwest Minnesota Regional Amateur Sports Center. There was a brief discussion on the number of change orders and who requests them.

Member (**Craig Schafer**) moved, Member (**Larry Doom**) seconded to approve the **SUBSTITUTE** motion 'approve the following change orders for various contracts for the SMASC project in the amount of \$32,548.00'. These will be paid out of Account Number 456-70579-5520 Amateur Sports Center Fund – Buildings and Structures. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

Change Order No. 2 (0330.002) for Contract #0330 Cast-In-Place Concrete with Innovative Buildings of Alexandria, Inc., for a contract increase in the amount of \$617.00.

Change Order No. 3 (0345.003) for Contract #0345 Precast Architectural Concrete Walls and Panels with Fabcon Precast, LLC, for a contract increase in the amount of \$3,053.00.

Change Order No. 3 (0512.003) for Contract #0512 Steel Supply with Thurnbeck Steel Fabrication, Inc., for a contract increase in the amount of \$5,727.00.

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Change Order No. 2 (0840.002) for Contract #0840 Aluminum Entrances / Storefronts / Windows / Curtainwalls / Glazing with Southwest Glass Center, Inc., for a contract increase in the amount of \$22,878.00.

Change Order No. 4 (0990.004) for Contract #0990 Painting/Coatings with Steinbrecher Painting, Inc., for a contract increase in the amount of \$273.00.

**PROJECT BP3: PUMP STATION CONSTRUCTION PROJECT AT SMASC BALLPARK – CONSIDER CHANGE ORDER NO. 1:**

Glenn Olson, Director of Public Works/City Engineer, reviewed change order no. 1 for Project BP3 Pump Station Construction Project at SMASC Ballpark. This project includes pump station wet well construction, piping from wet well to pond, minor watermain construction and concrete pavement 8-inch depth, and other minor work for the Southwest Minnesota Regional Amateur Sports Ballpark. On August 13, 2015, bids were received for this project and awarded on August 25, 2015. The original contract called for the project to be completed as follows: Wet Well: September 11, 2015 Concrete Slab: September 11, 2015 Substantial Completion: October 1, 2015. As the contract was not awarded until August 25, 2015, the precast concrete wet well could not be ordered or delivered until mid-September. The contractor was on site to install the material as soon as it was delivered, stayed on site until the wet well was completed, and completed all wet well and piping work by October 1, 2015. As the excavation was very deep (31 feet), it was decided to delay completion of the concrete slab to set the pumping station on until Spring 2016. Following are the recommended revised completion dates: Wet Well - October 1, 2015; Concrete Slab - April 29, 2016; and Substantial Completion - May 13, 2016

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'that the Council approves Change Order No. 1 for Project BP3 Pump Station Construction Project at SMASC Ballpark with H&W Contracting, LLC of Sioux Falls, South Dakota for time extension only'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

**MARSHALL LIQUOR STORE - CONSIDER CHANGE ORDER NO. 3 WITH SALONEK CONSTRUCTION & CONCRETE, INC. FOR THE LIQUOR STORE PROJECT IN THE AMOUNT OF \$67,632.00:**

Ben Martig, City Administrator, reviewed Change Order No.3 with Salonek Construction & Concrete, Inc., for the Liquor Store Project. This change order includes Proposal Requests: PR-13, PR-14, PR-15, PR-16, PR-17, PR-19 and PR-20. All this work has been authorized and the majority is completed.

The majority of expenses were included in Proposal Request #14 in the amount of \$43,811.00 related to landscape design modifications. The original contracts of both the Margaret Avenue and the liquor store site did not include any finish black dirt to the site due to pending landscape plan that was completed after the projects were bid. The architects did include a basic concrete design for the plaza to "estimate" the final plan. However, the hardscaping concrete and dirt areas for landscaping was modified. The majority of expense was on general site work but also did relate to the other modifications around the plaza including concrete reductions and additions to the scope. The City staff is working on the planting plan and will be a phased project.

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Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'approve Change Order No. 3 for Salonek Construction & Concrete, Inc. for the liquor store project in the amount of \$67,632.00'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1**, with Bayerkohler voting no.

**CONSIDER APPROVAL OF AMENDMENTS TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MARSHALL AND TSP:**

Ben Martig, City Administrator, reviewed two amendments to the Professional Services Agreement between the City of Marshall and TSP. Amendment Number: 001 is for additional Civil Engineering, Architectural & Electric Engineering services required to revise Construction Documents to coordinate with Landscape Architecture design package in the amount of \$8,076.00.

The second amendment to the Professional Services Agreement between the City of Marshall and TSP is for design and engineering of cabling systems for data, voice communication and TV distribution system. The basis of compensation shall be actual time and expense incurred. Hourly rates and expense shall be in accordance with Agreement dated September 2, 2013.

Member (**Craig Schafer**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'to approve amendment to the Professional Services Agreement between the City of Marshall and TSP in the amount of \$8,076.00 for additional Civil Engineering, Architectural and Electrical Engineering services required to revise construction documents to coordinate with landscape, architecture design package'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1**, with Bayerkohler voting no.

Member (**Craig Schafer**) moved, Member (**John DeCramer**) seconded to approve the **NEW** motion 'to approve amendment to the Professional Services Agreement between the City of Marshall and TSP for design and engineering of cabling systems for data, voice communication and TV distribution systems with compensation being paid on actual time and expenses incurred with hourly rates and expenses in accordance with Agreement dated September 2, 2013'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1**, with Bayerkohler voting no.

**CONSIDER PROPOSAL FOR AUDIO SYSTEM FOR TALL GRASS LIQUOR:**

Ben Martig, City Administrator, reviewed the proposal from Living Connected L&A Systems, LLC relating to a paging system for the Tall Grass Liquor store.

Council Member Sturrock indicated that in his opinion the background music and advertising does not enhance the shopping experience; therefore the benefits do not exceed the cost.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'to approve the proposal from Living Connected L&A Systems, LLC for a paging system for Tall Grass Liquor Store in the amount of \$11,304.41'. This will be paid from account number 409-90991-5540 Liquor Store Construction Budget. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 2. The motion **Passed 5 – 2**, with Sturrock and Bayerkohler voting no.



**CONSIDER PROPOSAL FOR A CAMERA SECURITY SYSTEM FOR THE TALL GRASS LIQUOR STORE:**

Ben Martig, City Administrator, indicated that on September 9, 2015 the City Council approved the proposal for a camera security system for the Tall Grass Liquor Store with Living Connected L&A Systems LLC in the amount of \$38,538.00.

Mr. Martig indicated that he has received a new proposal from Living Connected L&A Systems LLC for a camera security system for the Tall Grass Liquor Store in the amount of \$34,080.

Member (**John DeCramer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'to approve the Proposal for a Camera Security System for the Tall Grass Liquor Store in the amount of \$34,080.00'.

Member (**Craig Schafer**) moved, Member (**John DeCramer**) seconded to approve the **SUBSTITUTE** motion 'amend the original motion to rescind the proposal that was approved on September 9, 2015 with Living Connected L&A Systems LLC for a camera security system for the Tall Grass Liquor Store in the amount of \$38,538.00 and approve the new Proposal for a Camera Security System for the Tall Grass Liquor Store in the amount of \$34,080.00'. This will be paid from the Liquor Construction Fund account number 409-90991-5540. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 - 1** with Bayerkohler voting no.

**COMMISSION/BOARD LIAISON REPORTS:**

- Byrnes      Fire Relief Association met on September 21<sup>st</sup>; Regional Development Commission discussed their strategic plan.
- Schafer      Library Board appointed an interim director and are currently in negotiations; they also adopted the City's code of conduct. Marshall Area Transit Committee met but Schafer was unable to attend.
- Doom      SW Minnesota Amateur Sports Center met but Doom was unable to attend.
- Bayerkohler      Public Housing Commission will meet on October 19<sup>th</sup>; Planning Commission will meet on October 14<sup>th</sup>
- DeCramer      No report.
- Sturrock      Airport Commission met last week.
- Conyers      Community Services Advisory Board met las week; Adult Community Center Commission will hold their annual meeting next week.

**COUNCILMEMBER INDIVIDUAL ITEMS:**

Council Member Sturrock attended the Coalition of Greater Minnesota Cities retreat; he is concerned with motorized vehicles using the under pass between the High School and SMSU.

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Mayor Byrnes and Glenn Olson held a presentation at the Adult Community Center on the new overpass and intersection at Saratoga Street and Highway 23 by-pass.

**CITY ADMINISTRATOR:**

Ben Martig, City Administrator, provided an update on the Tall Grass Liquor Store; he indicated that there is interest in the current liquor store building and on the shelving and cooler. There will be a meeting soon to announce the substantial completion date for the MERIT Center. There have been two armed robberies at the Freedom Convenience Store.

**DIRECTOR OF PUBLIC WORKS**

Glenn Olson, Director of Public Works/City Engineer; indicated that staff would be working with the Marshall Area Transit to provide ride -along for the elderly to understand the use of the overpass and intersection at Highway 23 by-pass and Saratoga Street. He also provided an update on the current projects.

**CITY ATTORNEY:**

Dennis Simpson, City Attorney, provided an update on the sale of the Parkway Addition II lots; the Varsity Pub transfer of the parking lot; and indicated there is an issue with junk/trash on Viking Drive. Staff should review the junk/trash ordinance and the animal ordinance.

**PENDING ITEMS:**

There were no questions on the pending items.

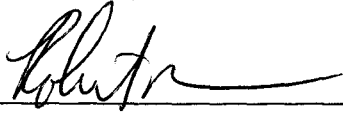
**INFORMATION ONLY:**

There were no questions on the information items.

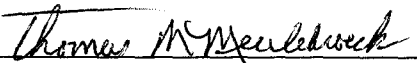
**UPCOMING MEETINGS**

There was no questions on the upcoming meeting list.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'Adjourn Meeting'. Upon a roll call vote being taken, the vote was: Aye: **7** Nay: **0**. The motion **Carried 7 - 0**

  
\_\_\_\_\_  
Mayor

ATTEST:

  
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Finance Director/City Clerk