

REGULAR MEETING – SEPTEMBER 13, 2016

The regular meeting of the Common Council of the City of Marshall was held on September 13, 2016 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, Craig Schafer, Glenn Bayerkohler, John DeCramer, David Sturrock and Ellayne Conyers. Absent: none. Staff present included: Nick Johnson, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Karla Drown, Finance Director; Scott VanDerMillen, Community Services Director; Sheila Dubs, Human Resource Manager; Ilya Gutman, Plan Examiner; Preston Stensrud, Parks Superintendent; Bob VanMoer, Wastewater Superintendent and Jane DeVries, City Clerk. Others in attendance included: Cal Brink, CEO Marshall Area Chamber of Commerce and Darin Rahm, Convention and Visitors Bureau Director.

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 AUGUST 23, 2016 AND THE MINUTES OF THE WORK SESSION HELD ON AUGUST 30, 2016:

Member (Larry Doom) moved, Member (John DeCramer) seconded to approve the ORIGINAL motion 'the minutes of the regular meeting held on August 23, 2016 and the minutes of the work session held on August 30, 2016 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

PUBLIC HEARING AND ADOPTION ON ORDINANCE AMENDING CHAPTER 86, SEC. 86-97 R-1 ONE-FAMILY RESIDENCE DISTRICT, SEC. 86 98 R-2 ONE TO FOUR FAMILY RESIDENCE DISTRICT, SEC. 86 99 R-3 LOW TO MEDIUM DENSITY, MULTIPLE FAMILY RESIDENCE DISTRICT, SEC. 86 100 R-4 HIGHER DENSITY, MULTIPLE FAMILY RESIDENCE DISTRICT:

This was the date and time set for a public hearing on an Ordinance Amending Chapter 86. Glenn Olson, Director of Public Works/City Engineer, indicated that in the last decade, there is a growing trend among mostly younger people to live environmentally friendly and that sometimes involves downsizing the living quarters to houses under 500 SF. The so called "tiny houses" are either built on site or preassembled off-site like a pre-fabricated house. In most cases they are installed in rural areas but it is entirely possible that some landowners would want to have a tiny house as their primary residence or as a secondary structure for their kids. Tiny houses in town may not fit into a neighborhood if installed among regular houses. Further, it may be possible to install several tiny houses on a single lot effectively forming a tiny house community which may create even more issues. Currently, there is nothing in the Ordinance that would prevent people from building a tiny house on site or bringing in a pre-fabricated tiny house. However, the Ordinance currently prohibits installing manufactured homes that have its narrowest dimension less than 24 feet (Sec. 86 165). To avoid potential problems, it may be reasonable to require minimum house dimensions of 24 feet in any direction and require a minimum area of 500 SF. This is suggested to be done by inserting this language individually in each residential district requirements. City Staff, the Planning Commission, and the Legislative and Ordinance

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Committee are recommending approval of amendment to Sec. 86-97 R-1 One-Family Residence District, Sec. 86 98 R-2 One to Four Family Residence District, Sec. 86 99 R-3 Low to Medium Density, Multiple Family Residence District, Sec. 86 100 R-4 Higher Density, Multiple Family Residence District.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on the ordinance amending Sec. 86-97 R-1 One-Family Residence District, Sec. 86 98 R-2 One to Four Family Residence District, Sec. 86 99 R-3 Low to Medium Density, Multiple Family Residence District, Sec. 86 100 R-4 Higher Density, Multiple Family Residence District'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

Member (**Larry Doom**) moved, Member (**David Sturrock**) seconded to approve the **NEW** motion 'that the Council adopt ORDINANCE NUMBER 712, SECOND SERIES, which is an Ordinance Amending Sec. 86-97 R-1 One-Family Residence District, Sec. 86 98 R-2 One to Four Family Residence District, Sec. 86 99 R-3 Low to Medium Density, Multiple Family Residence District, Sec. 86 100 R-4 Higher Density, Multiple Family Residence District'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

APPROVAL OF CONSENT AGENDA:

Member (**Craig Schafer**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion '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**

The approval of a Transient Merchant License for LaNelius Jones to sell Kirby Home Care Systems door to door in the City of Marshall, Minnesota.

The approval of a Transient Merchant License for Austin Bell-Pixler to sell Kirby Home Care Systems door to door in the City of Marshall, Minnesota.

Authorization be granted to the Department of Public Safety to dispose of seven (7) vehicles considered as surplus. These vehicles will be auctioned on-line at the state site or will be taken to Alter Metal Recycling for disposal.

The adoption of RESOLUTION NUMBER 4304, SECOND SERIES, which is a resolution Approving Deferred Compensation Vendor. The Deferred Compensation Vendor is Investors Choice Financial Services Inc.

BE IT RESOLVED that the City Council hereby (1) grants local unit of government approval to the MN Chapter National Wild Turkey Federation / Buffalo Ridge Gobblers to hold a raffle on October 8, 2016 at Brau Brothers, 1010 East Southview Drive, 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.

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That the following bills and project payments be authorized for payment, ACCOUNTS PAYABLE, Voucher No. 100105 through 100366.

CONSIDER APPROVAL OF THE MINNESOTA MUNICIPAL UTILITY ASSOCIATION (MMUA) SERVICE AGREEMENT FOR SAFETY MANAGEMENT PROGRAM SERVICES FOR 2017:

Sheila Dubs, Human Resource Manager, reviewed the MMUA Safety Management Program for 2017.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'to approve the service agreement for a Safety Management Program between the City and Minnesota Municipal Utilities Association for 2017 at a fee of \$18,500'. The fee for this contract will be split between General Fund 76%, Wastewater Fund 14%, Library 6% and Liquor Fund 4%. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CONSIDER AMENDMENT TO THE RED BARON™ ARENA & EXPO STAFFING STRUCTURE:

Sheila Dubs, Human Resource Manager, indicated that on March 8, 2016 and March 22, 2016, the City Council approved a staffing restructure that included parks, public ways (streets, airport, and public ways) and the administration / finance departments. At that time, the Red Baron™ Arena & Expo and yet to be named field complex (hereinafter called Arena) was not open to the public. Use of the arena began by the public on June 7, 2016. A variety of activities are scheduled on a daily basis at the Arena including, but not limited to: hockey practices and clinics, community services programs, open skate, meetings, and expo events. The field complex is scheduled to open in May 2017. The current staffing model includes three positions approved and budgeted to facilitate the maintenance operations at the Arena. These include: Facility Maintenance Supervisor, Maintenance Technician, and Building Custodian. The City has hired staff for the supervisor and technician positions. The custodial position vacancy was advertised, resulting in seven (7) applications. After reviewing the applications, the Parks Superintendent opted to wait on the custodial hire until the supervisor and technician positions were trained in and to better determine the needs of the facility. In lieu of a full-time permanent employee, a temporary employee was hired to perform custodial duties over the course of two months. Upon re-evaluation, staff are proposing to hire one additional technician position in lieu of the custodial position. The Building Custodian is primarily responsible for cleaning/janitorial duties within the facility. The Maintenance Technician is responsible to perform both system maintenance/repair in addition to custodial duties. Hiring a second technician would provide greater flexibility and efficiency of operations. The Arena has activities occurring between the hours of 6:00 a.m. and 11:00 p.m. Hiring another technician position would ensure that both the maintenance and cleaning of the facility can be performed by staff without the necessity of call-backs and over-time compensation for selected staff to complete repairs or address operational issues. The Council Personnel Committee considered this request on Friday, September 9th and voted unanimously to recommend the amendment to the City Council.

The three Arena positions were budgeted at \$160,733 for 2016. The Facility Maintenance Supervisor and Maintenance Technician were hired later than anticipated, both in the 2nd quarter (April and May respectively), which results in available funding for 2016. For the remainder of

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2016 (Oct-Dec), the estimated cost of hiring a Maintenance Technician is \$9,947.60 (assumes hire at Step 1). The approved wage ranges for 2016 and 2017 are:

2016 Wage Ranges:

Building Custodian: \$9.71 - \$12.95

Maintenance Technician: \$19.13 - \$25.50

2017 Wage Ranges:

Building Custodian: \$9.95 - \$13.27

Maintenance Technician: \$19.61 - \$26.14

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'motion to approve an amendment to the Red Baron™ Arena & Expo staffing structure'. This amendment would delete the Building Custodian position and add a Maintenance Technician. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 - 1** with Bayerkohler voting no.

CONSIDER ENTERING INTO WWTF LEACHATE AGREEMENT WITH LYON COUNTY:

Bob VanMoer, Wastewater Treatment Facility, indicated that the Wastewater Treatment Facility currently has an outdated agreement with Lyon County for disposal of leachate from their landfill near Lynd. Currently Lyon County is trucking all leachate generated at the landfill to Sioux Falls, South Dakota for disposal. In order to reduce costs for the county and generate revenue for the City, City staff has been working with the Lyon County Environmental Administrator, the City's consultant Bolton & Menk, and MPCA to create an updated agreement and monitoring schedules to ensure the protection and compliance of the wastewater treatment facility while accepting leachate. There is a comprehensive sampling schedule with limits on all pollutants of concern in the agreement. The City has the right to discontinue accepting the leachate at any time. Lyon County Commissioners approved the agreement at their September 6, 2016 meeting. The City Attorney has reviewed the proposed leachate agreement.

Member (**John DeCramer**) moved, Member (**David Sturrock**) seconded to approve the **ORIGINAL** motion 'that the Council authorize execution of the updated leachate agreement between the City of Marshall and Lyon County Landfill for controlled disposal of leachate from the landfill to the City of Marshall Wastewater Treatment Facility'. This agreement will expire on August 31, 2021. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CONSIDER APPROVAL OF SPONSORSHIP AGREEMENT BETWEEN CITY OF MARSHALL AND MARSHALL LUMBER CO. DBA ACE HARDWARE OF MARSHALL REGARDING RED BARON™ ARENA & EXPO:

Dennis Simpson, City Attorney, indicated that City staff has been soliciting sponsorship agreements and has been working with various entities regarding financial commitment and sponsorship of the Red Baron™ Arena & Expo. Ace Hardware has agreed to serve as a sponsor and to provide financial commitment of \$3,000 per year to support the Red Baron™ Arena & Expo. The sponsorship agreement is for a three (3) year commitment at \$3,000 per year. Ace

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Hardware will receive an annual advertising package value of \$5,000. The sponsorship agreement is similar to other agreements entered into between the City and other sponsors.

There was discussion on some of their signage in place before the agreement was approved and they are receiving more in advertising than the City is receiving in sponsorship fees.

Member (**Craig Schafer**) moved, Member (**Ellayne Conyers**) seconded to approve the **ORIGINAL** motion 'Consider approval of the sponsorship agreement between the City of Marshall and Marshall Lumber Co. dba Ace Hardware of Marshall regarding Red Baron™ Arena & Expo'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 2 Abstain: 1. The motion **Passed 4 – 2 – 1** with Sturrock and Bayerkohler voting no; and Doom abstained.

CONSIDER APPROVAL OF SPONSORSHIP AGREEMENT BETWEEN CITY OF MARSHALL AND VIKING COCA-COLA REGARDING RED BARON™ ARENA & EXPO:

Dennis Simpson, City Attorney, indicated that the City of Marshall has previously solicited Request for Proposals for various products and services at the Red Baron™ Arena & Expo. The City did receive proposals for the exclusive soft drink and non-alcoholic beverage provider. The Amateur Sports Commission has approved the proposal from Viking Coca-Cola. City Council has previously directed Attorney Simpson to draft the Sponsorship Agreement pursuant to the request for proposal. The RFP requested five year proposals for exclusive soft drink and non-alcoholic beverage. Viking Coca-Cola submitted both a 5 year and 10 year RFP. The Amateur Sports Commission and Marshall City Council approved the 10 year proposal from Viking Coca-Cola. Dennis has been working with representatives from Viking Coca-Cola to approve the contract. Several versions of an agreement have been prepared and discussed over the past several months. The biggest hang up in the negotiations dealt with terms of the agreement and up-front payment. Specifically, Viking Coca-Cola has required that pro-rated portion of the up-front payment be refunded if the City terminated terms of the agreement. Staff was negotiating terms and provisions regarding repayment of previously paid amounts. Through those negotiations, it was suggested that the lump sum up front payment needed to be escrowed during the 10 year period of time, to have a source of funding if the contract was terminated. The up-front payment was further discussed and it was proposed that annual payments of \$18,000 would be paid by Viking Coca-Cola for each of the 10 years. The payment to the City is the same as originally proposed, but the process by which payments would be made changed. The City would propose that the annual \$18,000 payments would be used to defray operational costs. In addition to the use of funds, the City and Viking Coca-Cola have negotiated volume of products that will be sold at the venue. City staff continues to recommend that the terms of the agreement as now negotiated be approved.

Member (**John DeCramer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'Consider approval of the sponsorship agreement between the City of Marshall and Viking Coca-Cola regarding Red Baron™ Arena & Expo'. 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 APPROVAL OF SPONSORSHIP AGREEMENT BETWEEN CITY OF MARSHALL AND D&G EXCAVATING, INC. REGARDING RED BARON™ ARENA & EXPO:

Dennis Simpson, City Attorney, indicated that City staff has been soliciting sponsorship agreements and has been working with various entities regarding financial commitment and sponsorship of the Red Baron™ Arena & Expo. D&G Excavating, Inc. has agreed to serve as a sponsor and to provide financial commitment of \$3,000 per year to support the Red Baron™ Arena & Expo. The sponsorship agreement is for a five (5) year commitment at \$3,000 per year, with the first year being a donation of three sports prints. D&G Excavating, Inc., has agreed to serve as a sponsor and to provide financial commitment of three (3) sport prints for public display at the Red Baron™ Arena & Expo for 2016 and \$3,000 per year for the remaining four (4) years. D&G Excavating, Inc., will receive an annual advertising package value of \$9,950. The sponsorship agreement is similar to other agreements entered into between the City and other sponsors.

Member (**Larry Doom**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'Consider approval of the sponsorship agreement between the City of Marshall and D&G Excavating, Inc. regarding Red Baron™ Arena & Expo'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

RENAME STREET FROM 240TH AVENUE TO PACIFIC AVENUE IN COMMERCE INDUSTRIAL PARK - ADOPTION OF ORDINANCE:

Glenn Olson, Director of Public Works/City Engineer, indicated that on July 12, 2016, the City Council adopted Ordinance Number 709, Second Series, which annexed 2.19 acres into the city limits. Said acreage is the westerly portion of 240th Avenue on the final plat of Commerce Industrial Park. The Annexation Order (A-8006) has been received from the State. Also at the July 12, 2016 meeting the City Council adopted Resolution Number 4295, Second Series, which is the Resolution Approving the Final Plat of Commerce Industrial Park, contingent upon City Attorney review and approval and renaming of street from 240th Avenue to Pacific Avenue. As the approval of the plat was contingent upon the renaming of the street, the plat has not yet been recorded until the adoption of the ordinance renaming said street.

Member (**Craig Schafer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'that the Council adopt **ORDINANCE NUMBER 713, SECOND SERIES**, which is the Ordinance for Renaming Street from 240th Avenue to Pacific Avenue'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

CONSIDER AUTHORIZATION OF CONCESSION SPONSORSHIP:

Nick Johnson, City Administrator, indicated that the City requested sponsorship offerings to furnish food service equipment in the Red Baron™ Arena and Expo concession area as well as monetary support in exchange for a sponsorship agreement. Darin Rahm, CVB Director met with Maxwell Food Equipment and Reinhart Food Service at the Arena. They both submitted proposals. Maxwell Food Equipment withdrew their proposal, but decided later not to withdraw. Larry, representative from Maxwell Food Equipment indicated that there was not enough room in the concession area for all of the equipment that was being proposed.

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Reinhart Food Service submitted an offering to provide the necessary equipment at no cost as well as contribute \$15,000 per year for 5 years in exchange for a sponsorship agreement.

There was considerable discussion on these proposals. Darin Rahm, CVB Director, indicated that the City hired a consultant to determine the layout of the concession area. Council Member Sturrock requested to have someone else review the layout. Council Member Schafer was concerned that the concession area was reduced about 35% due to change orders and he agreed that someone should review the layout. Darin indicated that he will work with Reinhart on the layout concerns.

Sturrock moved, Schafer seconded, to table approval of the sponsorship agreement to allow time for a review of the layout.

Nick Johnson, City Administrator, indicated that this item is only the consideration to approve the drafting of the sponsorship agreement.

Darin suggested that staff work with Reinhart and others to come up with the right layout. This is a very time sensitive sponsorship agreement.

Sturrock moved, Schafer seconded, to withdraw their motion.

Member (**David Sturrock**) moved, Member (**Craig Schafer**) seconded to approve the **SUBSTITUTE** motion 'the approval of the sponsorship agreement with the understanding that the space, layout and equipment concerns are carefully reviewed with Reinhart Food Services'. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 2. The motion **Passed 5 - 2** with Bayerkohler and Doom voting no.

PROJECT BP6: SOUTHWEST MINNESOTA REGIONAL AMATEUR BALLPARK CONCESSIONS BUILDING – CONSIDER CHANGE ORDER NO. 1, CHANGE ORDER NO. 2 AND CHANGE ORDER NO. 3 WITH MOHS CONTRACTING, INC.:

Glenn Olson, Director of Public Works/City Engineer, and Preston Stensrud, Parks Superintendent, reviewed the proposed change orders. These items were not included in the original bids as the needs in the Concessions Building were not fully developed at the time of bidding. These items include the electrical and utility construction for the use proposed by the Parks Department. Additionally, the Parks Department will need to develop specifications for the purchase of a concessions trailer as this building does not provide required Health Department food preparation requirements.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'that the Council approve Change Order No. 1 with Mohs Contracting, Inc. resulting in a contract increase of \$11,972.82'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

Member (**John DeCramer**) moved, Member (**David Sturrock**) seconded to approve the **NEW** motion 'that the Council approve Change Order No. 2 with Mohs Contracting, Inc. resulting in a

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contract increase of \$1,535.00'. 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 (**Larry Doom**) seconded to approve the **NEW** motion 'that the Council approve Change Order No. 3 with Mohs Contracting, Inc. resulting in a contract increase of \$4,712.00 '. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

Mayor Byrnes called for a 5-minute recess at 7:02 P.M.

AUTHORIZATION OF MARKET STUDY FOR FUTURE HOTEL CAPACITY:

City staff is requesting authorization to engage the services of a consulting firm to perform a market study for future hotel capacity in the Marshall area. Currently the City possesses no such study to utilize towards planning future hotel development. The market study would cost \$20,000 to perform. The funds to pay for the study would be from the EDA.

Cal Brink, CEO Marshall Area Chamber of Commerce, reviewed the proposal for Predevelopment Plan – Development of Marshall Conference Center Hotel and Conference Center connected to the Red Baron™ Arena and Expo that was received from Gatehouse Partners, LLC, a Texas company.

Member (**Larry Doom**) moved, Member (**David Sturrock**) seconded to approve the **ORIGINAL** motion 'the proper City personnel be authorized to enter into a Memorandum of Understanding with Gatehouse Partners, LLC, a Texas company authorizing a feasibility study'. The City will pay Gatehouse \$20,000 for this study. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

APPROVAL OF 2017 FEE RESOLUTION:

Karla Drown, Finance Director, reviewed draft #1 of the fee resolution that was presented to the Ways and Means Committee. Karla reviewed draft #2 with the Council that included some additional changes. She indicated that the Ice Rink fee for MAHA is different than what was presented to the Ways and Means. The agreement between the City of Marshall and MAHA is that the fee would be \$65.00 per hour for the first 450 hours and \$40.00 per hour thereafter.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBER 4305, SECOND SERIES, which is Draft #2 of 2017 fee schedule'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CONSIDER APPROVAL OF A TEMPORARY ON-SALE LIQUOR LICENSE FOR SOUTHWEST MINNESOTA STATE UNIVERSITY:

Member (**John DeCramer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'the approval of a Temporary On-Sale Liquor License for Southwest Minnesota State University Foundation to use on October 15, 2016 at the RA Parking Lot, 1501 State Street, Marshall, Minnesota'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0 Abstain: 1. The motion **Passed 6 – 0 – 1** with Bayerkohler abstaining.

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COMMISSION/BOARD LIAISON REPORTS:

- Byrnes Regional Development Commission met on September 15th, but Byrnes was unable to attend.
- Schafer Library Board reviewed policy changes; they discussed reorganization of the Library Foundation and Friends of the Library.
- Doom Southwest Minnesota Amateur Sports Center open house was held on September 15th at the Red Baron™ Arena & Expo. Personnel Committee items were acted on earlier in the meeting.
- Bayerkohler No report.
- DeCramer Utilities Commission discussed electric and water rates. They also reviewed their strategic planning.
- Sturrock Police Advisory Board met on September 14th.
- Conyers Community Services Advisory Board met on September 7th.

COUNCILMEMBER INDIVIDUAL ITEMS:

Council Member Schafer thanked the Community Service staff for all their help during the railroad safety training held at the Red Baron™ Arena & Expo. He indicated that parking needs should be addressed before the hockey season begins. Council Member Doom indicated that the overlay has been completed on East College Drive. Council Member Sturrock indicated that the Coalition of Greater Minnesota Cities Conference was held last week. Council Member Conyers indicated that MMU will host a TV series regarding the work they did in 2016. Mayor Byrnes indicated there was a great turnout for the 911 Memorial Event. He also thanked everyone one involved.

CITY ADMINISTRATOR:

Nick Johnson, City Administrator provided updates on:

Grant Opening of the Red Baron™ Arena & Expo was a huge success, 1,500 people attended.

Alex Peterson from Studio One prepared a video of the Remembering 911 Event that was held at the Memorial Park. This video is on the City of Marshall website.

MMU is working on their LED project.

DIRECTOR OF PUBLIC WORKS:

Glenn Olson, Director of Public Works/City Engineer, provided updates on the construction projects. He indicated that they are working on the final stages of the bike path.

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CITY ATTORNEY:

Dennis Simpson, City Attorney, continues to work on Sponsorship Agreements and change orders for the Red Baron™ Arena & Expo.

PENDING ITEMS:

There were no questions on the pending items.

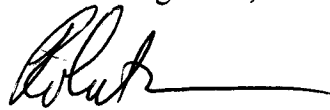
INFORMATION:

There were no questions on the information items.

UPCOMING MEETINGS

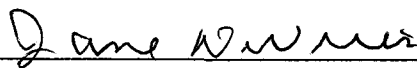
There were no questions on the upcoming meeting list.

Member (**Larry Doom**) moved, Member (**David Sturrock**) 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:



City Clerk