

COUNCIL WORK SESSION – NOVEMBER 15, 2016

The work session of the Common Council of the City of Marshall was held on November 15, 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 present: Schafer, Doom, Bayerkohler, DeCramer, Sturrock and 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, Director of Community Services; Sheila Dubs, Human Resource Manager; Alex Peterson, Media Communications Specialist; and Jane DeVries, City Clerk. Others in attendance included Deb Gau, Marshall Independent.

CANVASS ELECTION RESULTS FOR MAYOR AND COUNCIL MEMBERS:

Jane DeVries, City Clerk, indicated that the City Council was acting as the Canvassing Board to review the results of the November 8, 2016 General Election. The election results provided were as follows:

	Persons Registered as of 7:00 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
Ward One	2,126	381	1,857
Ward Two	2,558	254	2,308
Ward Three	<u>2,106</u>	<u>215</u>	<u>1,855</u>
TOTAL	6,790	850	6,020

The summary of the votes cast for the Mayor were as follows:

	Ward One	Ward Two	Ward Three	Total
Bob Byrnes	1,517	1,981	1,586	5,084
Write in Votes	<u>49</u>	<u>77</u>	<u>58</u>	<u>184</u>
TOTAL VOTES	1,566	2,058	1,644	5,268

The summary of the votes cast for the Council Members were as follows:

	Ward One	Ward Two	Ward Three	Total
Donald Edblom	452			452
Glenn Bayerkohler	868			868
Noel H. Ayala	304			304
Steven Meister		1,047		1,047
David Bero		135		135
Larry Doom		970		970
James Lozinski			865	865
Ellayne Conyers			519	519
John Barrows			286	286
Write In Votes	<u>14</u>	<u>7</u>	<u>18</u>	<u>39</u>
TOTAL VOTES	1,638	2,159	1,688	5,485

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Member (**David Sturrock**) moved, Member (**Craig Schafer**) seconded to approve the **ORIGINAL** motion 'that Bob Byrnes be declared duly elected as Mayor; that Glenn Bayerkohler be declared duly elected as Council Member for Ward One; that Steven Meister be declared duly elected as Council Member for Ward Two; that James Lozinski be declared duly elected as Council Member for Ward Three, and that the term of all these elected positions is four years'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried**.
7 - 0

CABLE ACCESS STAFFING REQUEST:

Nick Johnson, City Administrator, indicated that on October 25, 2016 a Budget Workshop was held wherein additional staffing requests for 2017 were reviewed and adopted. After the conclusion of the Budget Workshop Nick received comments to take a closer look at the Cable Access position to assist Alex Peterson. Nick met with Alex Peterson and Scott VanDerMillen to further discuss the additional staffing request. The needed staff became very apparent when Nick learned of the scope of additional work required for video production and "game day" production. Staff is not abandoning previous work to continue to utilize qualified high school and college students through internship experience. Why not utilize more students instead of hiring another full time? The reasons are required training, consistency, and time. There is cost to fully train someone by Daktronics to be qualified to run the equipment. This can become a very expensive endeavor if there is a high turnover in students. Student utilization comes with the risk of unknown length of time employed. They may stay a maximum of a couple years with risk of leaving sooner for other reasons. There is variability in the quality of students. There is also the constraints of the student's time afforded to work when you take into account academic and extracurricular commitments they have. A full time staff person would not carry these risks or at the very most with very little of these risks. Students would continue to be utilized for other tasks but would not need to go through the Daktronics training program required to run the equipment properly.

Member (**Larry Doom**) moved, Member (**Ellayne Conyers**) seconded to approve the **ORIGINAL** motion 'the approval of an additional full-time staff person for the Cable Access Department'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Bayerkohler voting no.

REVIEW FINAL GENERAL FUND BUDGET DETAIL:

Nick Johnson, City Administrator, reviewed the 2017 General Fund Budget. Nick indicated that the budget includes a new Cable Access position and two positions for the Police Department. Avera will help fund one new police officer position.

REVIEW 5-YEAR CIP:

Glenn Olson, Director of Public Works/City Engineer, reviewed the 5-Year Capital Improvement Plan.

REVIEW 2017 PROPOSED CAPITAL EQUIPMENT LEVY, EQUIPMENT BOND, AND CONSTRUCTION BONDING:

The Council was provided with a list of the 2017 Proposed Capital Equipment Levy, Equipment Bond and Construction Bonding. This provided the priority, total project costs, and the proposed funding for each project.

CONSIDER RESOLUTION FOR MUNICIPAL STATE AID STREET FUNDS

ADVANCE:

Glenn Olson, Director of Public Works/City Engineer, indicated that the City has completed various construction projects utilizing Municipal State Aid funding. Applications have been submitted for reimbursement for those project costs to State Aid. There is a current balance of (\$1,096,258.58) as of 11-07-2016, which includes the 2016 construction allotment. S.A.P. #139-111-005 (City Project Y62: South Saratoga Reduced Conflict/Overpass). This safety improvement project provides a pedestrian/bicycle grade separation over T.H. 23, prevents vehicle traffic from a direct crossing of T.H. 23, and provides J turn access on T.H. 23 for northbound and southbound Saratoga Street traffic. The project reduces the conflicts that historically existed between through traffic on T.H. 23 and cross traffic on Saratoga Street and improves safety at the intersection. This intersection is a significant safety concern for the State, the Minnesota Department of Transportation (Mn/DOT) District, and the local community. The pedestrian overpass and trail portion of the project constructed a pedestrian and bicycle overpass of T.H. 23. A trail leading up to the overpass was also constructed from Southview Drive to Genesis Avenue. Lastly, Saratoga Street from the Mn/DOT right of-way to Southview Drive has been constructed. The estimated cost of the improvement was \$6,075,181. The City's portion of this project includes State Corridor Investment Management Strategy (CIMS) funding, MSAS funding, and City funding. The State CIMS fund allocated \$3,500,000 to the project with the remaining costs allocated to the City. The current State request for additional project funding for this project is \$91,430.00, the amount included on this advance State Aid request. As this project is not complete, there may be more invoices coming from the State for a future advance from the MSAS fund as well. S.A.P. #139-130-001 (City Project Y62: Kossuth Avenue). The City has completed S.A.P. #139-130-001 (City Project Y62: Kossuth Avenue) and has been notified of an outstanding balance of \$166,857.97. This amount is eligible for MSAS funding and is included in the request for advance State Aid funding. The total amount of additional State Aid advance funding for these two projects is \$258,287.97. The current MSAS account balance as of November 7, 2016 is \$(1,096,258.58). The 2016 Construction Allotment is included in the November 7, 2016 balance. The maximum MSAS advance, set by Minnesota Commissioner of Transportation is five (5) times the City annual apportionment. The 2017 City of Marshall annual apportionment is anticipated to be \$725,250.00, resulting in an available MSAS advance of \$3,626,250.00. This resolution is required in order to allow MSAS advance funding.

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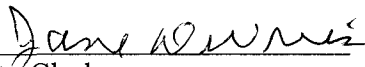
Member (**Craig Schafer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBEDR 4322, SECOND SERIES, which is the "Resolution for Municipal State Aid Street Funds Advance" requesting an advance of Municipal State Aid System (MSAS) funding in the amount of up to \$1,354,546.55'. Upon a roll call vote being taken, the vote was: Aye: **7** Nay: **0**. The motion **Carried 7 - 0**

Schafer moved, Sturrock seconded, that the meeting be adjourned. All voted aye.



Mayor

ATTEST:



City Clerk