

REGULAR MEETING – SEPTEMBER 26, 2017

The regular meeting of the Common Council of the City of Marshall was held September 26, 2017 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: Craig Schafer, Steven Meister, Glenn Bayerkohler, John DeCramer, David Sturrock and James Lozinski. Absent: none. Staff present included: Sheila Dubs, Interim City Administrator, Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Karla Drown, Finance Director; Rob Yant, Director of Public Safety; Scott VanDerMillen, Director of Community Services; Preston Stensrud, Parks Superintendent; Bob VanMoer, Waste Water Superintendent; Jane DeVries, City Clerk and Kyle Box, City Clerk effective December 1, 2017.

The Pledge of Allegiance was recited at this time.

APPROVAL OF AGENDA:

It was a general consensus that the agenda be approved with item #14 which is Consider 2018 League of Minnesota Cities Insurance Trust Property/Casualty and Liability Insurance will be moved to the first item of New Business and the deletion of item #18 which is Consideration for Memorandum of Understanding with Prairie Home Hospice & Community Care emergency shelter.

CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL MEETING AND REGULAR MEETING HELD ON SEPTEMBER 12, 2017:

Member (**Steven Meister**) Moved, Member (**John DeCramer**) Seconded to approve the **ORIGINAL** motion 'that the minutes of the special meeting and regular meeting held on September 12, 2017 be approved 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**

APPROVAL OF CONSENT AGENDA:

Council Member, Meister, requested that item number 5, SWMN Chemical Assessment Team (CAT) and item number 8, a Conditional Use Permit for Norma Raske, be pulled from consent agenda for further discussion.

Member (**Craig Schafer**) Moved, Member (**Steven Meister**) 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**

Authorization be granted to the Department of Public Safety to dispose of the following items that were declared surplus City property: eight (8) silver coins, two (2) women's rings, and one (1) men's ring.

The approval of a Temporary On-Sale Liquor License for Marshall Area Chamber of Commerce to use at One Office Solution, 705 West Main St., Marshall, Minnesota on November 16, 2017

That the following bills and project payments be authorized for payment: ACCOUNTS PAYABLE Packet Number 6076.

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That the Council approves declaring the 1972 Chevrolet Vactor Truck as surplus equipment to allow the City to dispose of it or direct sale.

The approval of a Temporary On-Sale Liquor License for Marshall Area Chamber of Commerce to use at One Office Solution, 705 West Main St., Marshall, Minnesota on November 16, 2017

CONSIDER AUTHORIZATION ACCEPTING CONTRACT FROM OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2022 FOR THE SWMN CHEMICAL ASSESSMENT TEAM (CAT) AND TO DESIGNATE PUBLIC SAFETY DIRECTOR ROB YANT, OR HIS DESIGNEE, AS THE PRIMARY REPRESENTATIVE FOR THE TEAM FOR ADMINISTRATION AND FISCAL ADMINISTRATION:

The Southwest Minnesota Chemical Assessment Team (SWMN CAT) of the City of Marshall has been selected to continue as the team to respond as a hazardous materials response team for the State of Minnesota for southwest and west central Minnesota. The program is currently fully funded by the State of Minnesota and is able to respond independently as a city response team within the City of Marshall. Responding to the release of hazardous materials into the environment is a difficult task requiring specialized equipment and training. The Southwest Minnesota Chemical Assessment Team (SWMN CAT) was formed fifteen years ago. It is one of eleven state hazardous materials response teams. The teams were formed to provide a team with the training and equipment to safely respond to any incident within Southwest Minnesota or the City of Marshall to provide assistance to the Fire Departments in our region who have primary responsibility in hazardous materials responses but rarely have staffing, training, or equipment to make a response on their own to this type of event. The response area for our team has now grown to include West-Central Minnesota. The rest of the State of Minnesota is our secondary response area, especially the adjacent regions. We have built a strong team, which includes members from area businesses, including the Schwan Food Company and Archer Daniel Midland (ADM), as well as many with specialized employment with agencies such as Minnesota Pollution Control and Minnesota Pipeline Safety. Our team has a wide variety of backgrounds including chemists, engineers, as well as nursing and fire fighting. SWMN CAT has well over a half-million dollars in vehicles and equipment for our use that we would not have without having the team. This partnership results in area employers building their workforce skills at no expense to them by having employees on the team as well as having an asset that is able to have a quick response. All of the other state teams are primarily career Fire Fighters, which gives us a unique team. I believe it is important for our region to have the team continue as there is no other team within two hours of Marshall. In Region 6 (our region), we have major rail lines - two of which are in Lyon County, pipelines, and major roadways. The rail line through Marshall is a major transporter of ethanol and North Dakota crude oil. There are three pipelines that come into the City of Marshall. We have four major highways that come into Marshall and many other major roadways in the region including I-90. All of these transport hazardous chemicals. We are fortunate that those in the transportation business have gotten very good at transporting hazardous materials safely, we generally only respond to one significant event each year. But when they happen time is of the essence. Several years ago one of our major employers had a leak in a container that held 10,000 gallons of concentrated Hydrochloric Acid. The CAT responded with the Marshall Fire Department and was able to plug the leak before the spill got

beyond the capabilities of the facility to contain it. Had that not happened that quickly, we would have likely had to evacuate and shelter in place many residents close to that site and there was a definite risk to public safety. But the spill was contained and no one was hurt or even inconvenienced. The Marshall Director of Public Safety, Rob Yant, is requesting to be authorized to be the point of contact for contact administration and authorized to be the fiscal agent and administer the grant on behalf of the City of Marshall.

Council Member, Meister requested more information about the program. Public Safety Director, Rob Yant provided more information and discussed the coverage area of the CAT team. Council Member, Schafer, also provided additional information along with Mr. Yant.

Member **(Steven Meister)** Moved, Member **(Craig Schafer)** Seconded to approve the **ORIGINAL** motion 'Authorize the City of Marshall to accept the grant award to fund the Southwest Minnesota Chemical Assessment Team and authorize Director of Public Safety Director Rob Yant to continue as the point of contact for grant administration and to be the fiscal agent and administer the grant on behalf of the City of Marshall.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

CONSIDER THE REQUEST OF NORMA RASKE FOR A FIVE-YEAR RENEWAL OF A CONDITIONAL USE PERMIT FOR HOME OCCUPATION TO CONDUCT A BEAUTY SHOP BUSINESS AT 1105 WASHINGTON AVENUE IN AN R-1 ONE FAMILY RESIDENCE DISTRICT:

This is the request of Norma Raske for a five-year renewal of a Conditional Use Permit for a Home Occupation for a beauty shop business. This is the seventh renewal request. The location is in an R 1 One Family Residence District. Sec. 86-97, the R-1 District in the Zoning Ordinance, permits home occupations when they meet the specific conditions outlined in Sec. 86 50 (page 86:15). There are no comments on file. At the September 13, 2017, Planning Commission meeting, A MOTION WAS MADE BY Archbold, SECONDED BY Ruud to recommend approval of the request of Norma Raske for a five-year renewal of a Conditional Use Permit for Home Occupation for a beauty shop business in an R-1 One-Family Residence District at 1105 Washington Avenue THE MOTION PASSED. 6:0

Council Member, Meister, pulled this item for further discussion. City Attorney, Dennis Simpson, also provided information on the item. There was further discussion from Council and Public Works/City Engineer, Glenn Olson.

Meister moved, Schafer seconded, that Ms. Raske's Conditional Use Permit be allowed as originally issued without a further five (5) year stipulation and she be allowed the permit until she is no longer compliant. Furthermore, that the city reviews its current policy for this permit. Additional comments from Council Member, Lozinski, about reimbursement to Ms. Raske. Mr. Olson said this would be taken care of. Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

CONSIDER APPROVAL OF RESOLUTION IN SUPPORT OF CHLORIDE REDUCTION IN WATER DISCHARGED TO THE REDWOOD RIVER:

The resolution sets forth the background information related to the request for funding of the design phase for the development of water treatment plant softening system improvement project. The City of Marshall operates a wastewater treatment facility treating water prior to discharge to the Redwood River. Operation is subject to National Pollutant Discharge Elimination System (NPDES) permit as issued by Minnesota Pollution Control Agency. The permit does require reduction of the chloride (salt) limitations prior to discharge into the Redwood River. Chloride reduction must be achieved by 2024. Both MMU and City of Marshall have retained consultants to review the best and most cost efficient method to achieve chloride reduction as mandated. Consultants have reviewed improvements to be made to the MMU water treatment facility and have also reviewed improvements that could be made to wastewater treatment facility. Basically the analysis involves whether to pretreat water to its entering the water stream in Marshall or whether to treat the wastewater after the fact, prior to discharge. The review by the consultants has determined that the most cost efficient method would be for the pretreatment of water at the water treatment plant operated by MMU. MMU had submitted a grant proposal through the Point Source Implementation Grant process (PSIG) in hopes of achieving a \$7M grant to pay for the majority of the estimated \$9,043,000 improvement costs. MMU had been optimistic that the grant would be approved and that construction would proceed in 2018. However, the PSIG was not funded. In an attempt to maximize grant approval in the future, it has been determined that MMU should submit a “certified plan”. Certification requires that the actual improvements be designed. MMU’s consultant has indicated that the design phase for this matter could be done at a cost of \$815,000. MMU Commission has approved proceeding with the design phase and payment of 10% of that cost. The proposal is that the City of Marshall pay 90% of the design cost (maximum of \$733,500). MMU General Manager Brad Roos, Wastewater Treatment Plant Manager Bob VanMoer and City Engineer Glenn Olson will be present to discuss this matter. Various documents and presentations have been submitted in conjunction with this resolution. City staff is recommending that resolution be approved and the City commit to pay 90% of the design costs. The resolution also incorporates recommendations from City’s consultant, Bolton & Menk, as to implementation of steps necessary to move towards compliance with the chloride discharge limits as set forth in the NPDES permit. Incremental eight steps have been incorporated into the resolution.

Glenn Olson, Director of Public Works/City Engineer, introduced Bob VanMoer, Wastewater Facility Superintendent, and Brad Roos, General Manager for MMU, to discuss the item. Mr. VanMoer discussed via power point. Council Member, Schafer, had questions about the item, Jeff Larson, Water Operations Manager for MMU, discussed the chemistry of the water. Mr. Roos discussed the grant application for the updated facility and the steps to take for next year. There was further discussion about the grant and the future of the resolution by council.

Member (**James Lozinski**) Moved, Member (**Steven Meister**) Seconded to approve the **ORIGINAL** motion ' that the Council adopt Resolution No. 4430 Second Series, in Support of Chloride Reduction in Water Discharged to the Redwood River'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

**CONSIDER RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION
SERIES 2017B BONDS:**

The City of Marshall authorized the issuance of bonds for various projects at the August 22nd meeting. Springsted has conducted the proper bond bidding procedures for final Council consideration.

Karla Drown, Finance Director, introduced Terri Heaton, Senior Vice President - Springsted, to discuss the bond sale.

Bidder	Interest Rates	Price	Net Interest Cost	True Interest Rate
UMB Bank, N.A.	2.00% 2019-2021 1.65% 2022-2024 2.25% 2025 2.50% 2026-2029 2.75% 2030 3.00% 2031-2033	\$4,549,058.55 ^(b)	\$646,801.949 ^(b)	2.1444% ^(b)
Stefell, Nicolaus & Company, Incorporated	3.00% 2019-2027 2.25% 2028 2.375% 2029 2.50% 2030-2031 2.625% 2032 2.75% 2033	\$4,569,782.05	\$653,067.00	2.1796%
NORTHLAND SECURITIES, INC.	3.00% 2019-2026 2.00% 2027 2.15% 2028 2.50% 2029-2030 3.00% 2031-2033	\$4,563,319.75	\$675,383.41	2.2505%
ROBERT W. BAIRD & COMPANY, INCORPORATED C.L. KING & ASSOCIATES DOUGHERTY & COMPANY LLC	2.00% 2019-2026 2.25% 2027-2028 2.50% 2029 3.00% 2030-2033	\$4,500,824.90	\$682,650.97	2.2824%

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VINING-SPARKS
IBG,
LIMITED
PARTNERSHIP
EDWARD D.
JONES &
COMPANY
FIDELITY
CAPITAL
MARKETS
SERVICES
SAMCO CAPITAL
MARKETS, INC.
WNJ CAPITAL
CREWS &
ASSOCIATES
DAVENPORT &
COMPANY LLC
DUNCAN-
WILLIAMS, INC.
ROSS,
SINCLAIRE &
ASSOCIATES,
LLC
LOOP CAPITAL
MARKETS, LLC
COUNTRY CLUB
BANK
OPPENHEIMER &
CO. INC.
SUMRIDGE
PARTNERS
R. SEELAUS &
COMPANY, INC.
SIERRA PACIFIC
SECURITIES
ISAAK BOND
INVESTMENTS,
INC.
ALAMO
CAPITAL
IFS SECURITIES
FIRST EMPIRE
SECURITIES
W.H. MELL
ASSOCIATES

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WAYNE
HUMMER
INVESTMENTS
LLC
FMS BONDS,
INC.
CENTRAL
STATES
CAPITAL
MARKETS
MIDLAND
SECURITIES
FIRST
SOUTHERN
SECURITIES

WELLS FARGO BANK, NATIONAL ASSOCIATION	3.00% 2019- 2033	\$4,592,752.97	\$721,107.45	2.3888%
FTN FINANCIAL CAPITAL MARKETS	2.00% 2019- 2024 3.00% 2025- 2032 3.25% 2033	\$4,520,280.55	\$747,240.46	2.4895%

Member (**Craig Schafer**) Moved, Member (**David Sturrock**) Seconded to approve the **ORIGINAL** motion ' that the Council adopt Resolution No. 4431, Second Series awarding the sale of General Obligation bonds, Series 2017B, fixing their form and specifications, directing their execution and delivery, and providing for their payment.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

CONSIDER 2018 LEAGUE OF MINNESOTA CITIES INSURANCE TRUST PROPERTY/CASUALTY AND LIABILITY INSURANCE:

Karla Drown, Finance Director, introduced Sheldon Kimpling the City's Insurance Agent, to discuss insurance renewal. Council Member, Schafer, followed up with a series of questions about the City's policy. Council Member, Bayerkohler, also followed up with a question regarding seeking out other insurance companies to make sure that Marshall is getting the best deal. There was further discussion about considering changing the renewal date of the City's policy to reflect the City's fiscal year.

1. Property Coverage – Coverage has increase by \$18,165,462 Property Rates decreased by 4%.
2. General Liability Coverage – Slight rate increase 2.5% Exposure increase.
3. Auto Coverage – No rate Change.
4. Liquor Liability – Sales are up from \$4,027,419 last year to \$4,776,054 this year (+\$748,655). No rate changes.

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5. Airport Coverage – Base rate decreased to \$2,000 annually (-\$150).
6. Equipment Breakdown Coverage – Not rate change. Premium increased due to increased property values.
7. Bond Coverage – Slight rate decrease.

Member (**Craig Schafer**) Moved, Member (**Steven Meister**) Seconded to approve the **ORIGINAL** motion 'to approve the LMCIT property and casualty/liability renewal for October 1, 2017 through September 30, 2018 in the amount of \$388,051.00. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried**. 7 - 0

CONSIDER RENEWAL OF AN AGREEMENT BETWEEN THE MARSHALL AREA CHAMBER OF COMMERCE AND THE CITY OF MARSHALL FOR SERVICES AT THE MERIT CENTER:

Information on this renewal agreement was presented to the City Council at the September 20, 2017 work session. The Council requested the item be brought to this meeting for formal action.

Cal Brink, Executive Director, and Darin Rahm, Convention & Visitor's Bureau (CVB), provided a recap on the item.

Member (**Craig Schafer**) Moved, Member (**John DeCramer**) Seconded to approve the **ORIGINAL** motion 'that the Council approve the agreement between the Marshall Area Chamber of Commerce and the City of Marshall for services at the MERIT Center.'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion (**Passed**). 6 – 1, with Bayerkohler voting no.

CONSIDER RENEWAL OF AN AGREEMENT BETWEEN THE MARSHALL AREA CHAMBER OF COMMERCE AND THE CITY OF MARSHALL FOR SERVICES AT THE SCHWAN REGIONAL AMATEUR SPORTS CENTER:

Information on this renewal agreement was presented to the City Council at the September 20, 2017 work session. The Council requested the item be brought to this meeting for formal action.

Cal Brink, Executive Director, and Darin Rahm, Convention & Visitor's Bureau (CVB), provided a recap on the item.

Member (**John DeCramer**) Moved, Member (**Craig Schafer**) Seconded to approve the **ORIGINAL** motion 'that the Council approve the agreement between the Marshall Area Chamber of Commerce and the City of Marshall for services at the Schwan Regional Amateur Sports Center.'. 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 FOR PURCHASE OF ARCH TO BE LOCATED AT THE ENTRYWAY OF THE AMATEUR SPORTS COMPLEX:

Preston Stensrud, Parks Superintendent, provided information on the arch to be located at the entryway of the Amateur Sports Complex. Mr. Stensrud and council discussed the bids from: Marshall Machine Shop, INC, 1005 Channel Parkway, Marshall, MN in the amount of 23,000.00 and Bend Rite Custom Fabrications, INC, 1106 West Main Street, Marshall, MN in the amount of \$10,000.00. Council Member, Meister further discussed the item and the prohibitions of

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sponsorship and who and who cannot advertise at the Sports Arena. Scott VanDerMillen, Director of Community Services, responded and mentioned that sponsorship to the ballfields and the Amateur Sports Arena are two different discussion as the Amateur Sports Arena and ballfields are two separate entities.

Member (**John DeCramer**) Moved, Member (**Craig Schafer**) Seconded to approve the **ORIGINAL** motion that the arch for the entryway of the Amateur Sports Complex be purchased from Bend Rite Custom Fabrications, INC in the amount of \$10,000.00. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **2**. The motion (**Passed**). **5 – 2**, with Bayerkohler and Meister voting no

CONSIDERATION FOR MEMORANDUM OF UNDERSTANDING WITH PRAIRIE HOME HOSPICE & COMMUNITY CARE FOR EMERGENCY SHELTER:

This item was removed from the agenda.

CONSIDER RESOLUTION FOR TRAFFIC CONTROL SIGNAGE IN THE "TREE STREET AREA":

A resident had requested a review of the traffic control signage in the "Tree Street Area". Upon review, it was found that there may be inconsistencies with the traffic control in the area. Attached is a recommended traffic control layout for the area. It includes new "Stop" signs at Pine Street, Birch Avenue and Willow Avenue. The traffic control at the intersection of Whitney Street and Poplar is recommended to be changed from a "Yield" to a "Stop". At their meeting on September 13, 2017 the Public Improvement/Transportation Committee, Schafer made a motion, seconded by Lozinski, and all voted in favor to recommend traffic control signage to the City Council as follows: -Install new "Stop" signs on the westbound legs of Pine Street, Birch Avenue and Willow Avenue at the intersections with North Hill Street. -Replace "Yield" sign with a new "Stop" sign on the westbound leg of Poplar Avenue at the intersection with North Whitney Street.

Glenn Olson, Director of Public Works/City Engineer, provided information on the item being discussed. There was further discussion by council.

Member (**Steven Meister**) Moved, Member (**Craig Schafer**) Seconded to approve the **ORIGINAL** motion 'that the Council adopt RESOLUTION NUMBER 4432, Second Series, which is the "Resolution Providing for Signage in the City of Marshall" for traffic control signage in the "Tree Street Area".'. Upon a roll call vote being taken, the vote was: Aye: **7** Nay: **0**. The motion **Carried**. **7 - 0**

CONSIDER RESOLUTION TO PROVIDE RESTRICTED PARKING ON ALTERNATE SIDES OF HAMDEN STREET:

Glenn Olson, Director of Public Works/City Engineer indicates that the Street Department has extreme difficulty with the maintenance of Hamden Street because of how narrow the street is and that parking is allowed on both sides. The request is to eliminate or reduce parking for snow removal and street sweeping purposes. At their meeting on September 13, 2017 the Public Improvement/Transportation Committee, a motion was made by Lozinski, seconded by Schafer to provide restricted parking on alternate sides of Hamden Street. All voted in favor.

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Member (**John DeCramer**) Moved, Member (**David Sturrock**) Seconded to approve the **SUBSTITUTE** motion 'to table this discussion until the October 10, 2017 Council meeting to have a means for public input'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

A five-minute recess was called at 7:05p.m.

CONSIDER RESOLUTION APPROVING THE PRELIMINARY TAX LEVY FOR 2017, COLLECTABLE IN 2018:

The background information includes the budget presentation reviewed with the Council at the August 8, 2017 work session. This is for informational/reference purposes only--staff will not be reviewing that information at this meeting unless there are questions. Staff will be reviewing the budget presentation dated 09/26/17 with the Council. The request in tax levy for 2017, collectable in 2018 is \$6,449,178; 2017 was \$6,142,075 or \$307,103 increase. The General Fund Levy has been increased by \$303,345 for 2018. Of this amount \$9,004 is an increase attributable to the Library. The Special Levy (EDA) has been increased by \$323 for 2018. This levy has not been changed since 2010; at which time it was decreased by \$6,652. The Debt Service Levy decreased by \$10,880 for 2018. The Special Levy Tax Abatement increased by \$14,315 for 2018. Total debt is an overall increase of \$3,435 for 2018.

Karla Drown, Finance Director, provided information on the Preliminary Tax Levy for the 2017, Collectable in 2018. Ms. Drown presented with a power point. There was further discussion by Council.

Member (**Craig Schafer**) Moved, Member (**David Sturrock**) Seconded to approve the **ORIGINAL** motion 'to approve Resolution No. 4434, Second Series, Approving the Preliminary Tax Levy for 2017, Collectable in 2018 for a total levy of \$6,449,178.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

CONSIDER RESOLUTION ADOPTING THE PRELIMINARY 2018 BUDGET:

The preliminary 2018 budget are \$11,646,790 in revenues, this is an increase of \$525,036 from \$11,121,754 in 2017. The expenses are \$12,297,296; which is an increase of 1,163,892 from \$11,133,404 in 2017. The revenue is currently under expenses by \$650,506 for 2018. Staff will continue to work on the 2018 budget to provide a balanced budget.

Karla Drowns, Finance Director, discussed the resolution for the preliminary budget for 2018.

Member (**Craig Schafer**) Moved, Member (**John DeCramer**) Seconded to approve the **ORIGINAL** motion 'to approve Resolution No. 4435, Second Series, Adopting the Preliminary 2018 Budget.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

COMMISSION/BOARD LIAISON REPORTS:

Byrnes No Report

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Schafer No Report

Meister Economic Development Authority – Discussed the development of Ralco and TruShrimp

Bayerkohler No Report

DeCramer Utilities Commission met and the item was discussed during the Council Meeting. Economic Development Authority met and discussed the renovation of City Hall. There were three firms assigned to present proposals to the EDA.

Sturrock Public Improvement Transportation met on September 13, those items were discussed during the meeting. On September 21, 2017, the Convention and Visitors Bureau met – No Report.

Lozinski No Report

COUNCILMEMBER INDIVIDUAL ITEMS

Council Member, Meister indicated that he would like to have the Council address having a ‘flat fee’ for special assessments in the near future.

Council Member, Sturrock attended a meeting at the Lyon County Courthouse to discuss options for the new voting systems for Lyon County. Also, Council Member Sturrock attended the SMSU 50th Anniversary party in place of the Mayor and presented his Proclamation.

CITY ADMINISTRATOR:

Sheila Dubs, Interim City Administrator, provided an updated on the City Administrator search process. There are four candidates coming to Marshall on Oct. 2 and Oct. 3. There is an open house scheduled for the public on Monday, October 2, at the Library at 5:00p.m.

The Police Advisory Board will be meeting this week to approve the eligibility roster for the open detective position. Director of Public Safety, Rob Yant, has an upcoming leave of absence of approximately seven weeks. Sergeant Marshall was designated as, Interim Police Chief, in Director Yant’s absence.

DIRECTOR OF PUBLIC WORKS:

Glenn Olson, Director of Public Works/City Engineer, discussed the contract for the Commerce and Industrial Park.

CITY ATTORNEY:

Dennis Simpson, City Attorney, indicated that the Islamic place of worship is close to relocating to a different location.

PENDING ITEMS

There were no questions on the pending items.

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INFORMATION

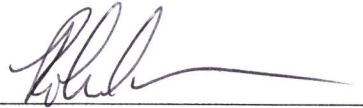
There were no questions on the information items.

UPCOMING MEETINGS

There was no questions on the upcoming meeting list

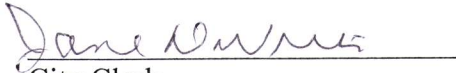
ADJOURN MEETING

Member (**Steven Meister**) Moved, Member (**James Lozinski**) 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