

## COUNCIL WORK SESSION – OCTOBER 17, 2017

The work session of the Common Council of the City of Marshall was held on October 17, 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 present: Schafer, Bayerkohler, DeCramer, Sturrock and Lozinski. Staff present included: Sheila Dubs, Interim City Administrator/Human Resource Manager; Glenn Olson, Director of Public Works/City Engineer; Karla Drown, Finance Director; Scott VanDerMillen, Director of Community Services; Preston Stensrud, Parks Superintendent; Bob VanMoer Wastewater Facility Superintendent; Scott Vanmoer Liquor Store Manager and Kyle Box, City Clerk effective 12/1/17. Others in attendance were: Sharon Hanson, City Administrator effective 11/16/17. Meister arrived at 5:39P.M.

### **WASTEWATER & SURFACE WATER FUNDS:**

Glenn Olson, Director of Public Works/City Engineer, provided the background information on the item. Bob VanMoer, Wastewater Facility Superintendent, went into further detail on the rate increases for 2018. It was proposed that wastewater rates be increased 6% and surface water rates be increased 2% for 2018. There was considerable discussion on the proposed increases. It was a consensus from the Council that they would like to see projected lower rates for both wastewater and surface water and how that would affect the fund for 2018-2023. Glenn Olson, Bob VanMoer and Karla Drown, Finance Director, would provide this information to Council moving forward.

### **LIQUOR STORE FUNDS:**

Karla Drown, Finance Director, Provided the background information on the item. The liquor store experienced an increase of gross sales of twelve percent increase from 2015 to 2016. In 2017, there is an approximate increase of 7% over 2016 gross sales.

The 2018 proposed budge for the liquor store is increasing the transfer to the general fund from \$225,000 to \$300,000 and beginning the planning of paying off the lease revenue bond. The bond will have an outstanding balance of \$3,304,590 as of 12/30/2017. Beginning in 2018, the amount of the 275,000 is recommended to be placed in a designated fund for the next five (5) years. On 12/1/22, the bond is callable allowing the designated fund to call the bond and pay it in full (1,920,053). Currently the designated funds for the bond payments are the sale of the old liquor store (239,836) and will be the estimated (300,000) from the remaining construction funds.

There was discussion on the item by Council.

### **DEBT SERVICE FUNDS:**

Karla Drown, Finance Director, provided the background information on this item and left it open to Council for questions.

### **5-YEAR CIP:**

Glenn Olson, Director of Public Works/City Engineer, presented background information for future street improvements. DeCramer mentioned the model the City follows for its street assessments and if this is something the City can review or overhaul the street assessment process. Bayerkohler followed up by stating maybe the formula that is used for street assessments should be fined tuned instead of completely overhauled. After further discussion by Council it was recommended that this issue be brought to the PIT Committee for discussion followed by a Council work shop.

COUNCIL WORK SESSION – OCTOBER 17, 2017

Council Member, Sturrock, brought attention to Patriot Park and that several community members have brought the issue of having a pathway put in place to make the park more accessible. Preston Stensrud, Parks Superintendent, mentioned that there are a list of park projects and this could be something addressed moving forward.

**AUTHORIZATION TO PURCHASE PLAYGROUND EQUIPMENT FOR THE AMATEUR SPORTS COMPLEX:**

Preston Stensrud, Parks Superintendent, presented the background information on this item. The City of Marshall has received word of a \$50,000.00 grant to be passed on to the City, through a local organization, for construction of playground equipment to be located at the Amateur Sports Complex Ballfields. This would be in conjunction with the City matching funds not to exceed \$50,000.00(NET). The purchase will be funded from Account No. 413-70577-5530 (Capital - SMASC Ballparks-Improvements Other). This item was discussed by Council. The local organization has requested to remain unnamed so they may unveil the project.

Council Member, (Schafer) moved, Council Member (Sturrock) seconded to approve the motion, to authorize the City of Marshall to purchase playground for the Amateur Sports Complex Ballfields up to \$100,000.00 pending a \$50,000.00 grant to be passed to the City. Upon a voice vote being taken, the vote was: Aye: 7 Nay: 0. The motioned Passed 7-0.

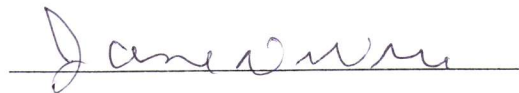
**ADJOURN:**

Council Member (Shafer) Moved, Council Member (Lozinski) seconded, that the meeting be adjourned. All voted aye.



Mayor

ATTEST:



City Clerk