

COUNCIL WORK SESSION – NOVEMBER 14, 2017

The work session of the Common Council of the City of Marshall was held on November 14, 2017 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 7:33 P.M. by Mayor Byrnes. In addition to Byrnes the following members were present: Schafer, Meister, Bayerkohler, DeCramer, Sturrock and Lozinski. Absent: none. 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; Bob VanMoer, Wastewater Superintendent; Jim Marshall, Interim Director of Public Safety; Jane DeVries, City Clerk and Kyle Box, City Clerk, effective December 1, 2017.

WASTEWATER FUNDS:

Glenn Olson, Director of Public Works/City Engineer and Bob VanMoer, Wastewater Superintendent reviewed the wastewater Rate history, projected rates based on different scenarios and the 2018 proposed budget, including both revenues and expenses. There was further discussion by Council.

SURFACE WATER FUNDS:

Glenn Olson, Director of Public Works/City Engineer, reviewed with Council the Surface Water projected rates based on different scenarios and the 2018 proposed budget, including both revenues and expenses. There was discussion by Council and Staff on the going forward rate for surface water. City Staff will adjust the rate, discussed by Council, for review and approval.

5-YEAR CIP-CAPITAL IMPROVEMENT EQUIPMENT/PROJECT REQUESTS:

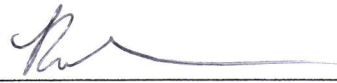
Karla Drown, Finance Director, introduced the item to Council and provided a brief overview. Council discussed and reviewed the 5-Year CIP. Council and Staff reviewed the attached items by Department. Items discussed included 2018/2019 street projects, street assessments, MERIT Center parking lot expansion, motor pool vehicles, engineering vehicles, building inspection vehicles, police vehicles, body cameras, Zamboni replacement and repairing the parking lot on the corner of East College Dr. and W. Lyon St., this would also require the City to redo that same intersection.

GENERAL FUND BUDGET:

Karla Drown presented the item to Council. The 2018 final budget will be an unbalanced budget with expectations of utilizing reserves for the following reasons: There will be two buses purchased in 2018 for Transit. Normally one bus is purchased each year; however, the State pushed the purchase back an additional year which results in two buses for Marshall in 2018. To assist in the increased expense, a portion of the overall expense was budgeted in 2017 and will be assigned for that purpose and spent in 2018 from reserves. The scheduled Job Classification Study was budgeted for in 2017 and will need to be completed in 2018. Those funds will be assigned and spent in 2018 from reserves. The Project Z65: 2017 Bike Trail Reconstruction project for Patriot Park, the bid approved by council on October 24, 2017 and in the 2017 budget will be assigned and paid for in 2018 from reserves. Also attached are the Personnel Requests from each Division. Supporting memos are attached. At this time, these staffing requests have not been included in the general fund budget. At the direction of the Council, Staff will include selected position(s) into the budget for 2018. There was further discussion by Council.

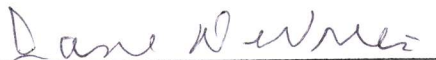
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Bayerkohler moved, Lozinski seconded, that the meeting be adjourned. All voted in favor of the motion.



Mayor

Attest:



City Clerk