

COUNCIL WORK SESSION – FEBRUARY 15, 2018

The work session of the Common Council of the City of Marshall was held on February 15, 2018 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 Bob Byrnes. In addition to Byrnes the following members were present: Craig Schafer, Glenn Bayerkohler, John DeCramer, David Sturrock and James Lozinski. Absent: Steven Meister. Staff present included: Sharon Hanson, City Administrator; Karla Drown, Finance Director; Glenn Olson, Director of Public Works/City Engineer; Dennis Simpson, City Attorney and Kyle Box, City Clerk.

MUNICIPAL BUILDING PROJECT:

City Administrator Sharon Hanson, introduced the item and Director of Public Works/City Engineer Glenn Olson, provided the background information on the Municipal Building (City Hall). Director Olson spoke of the findings of previous discussion groups and committees such as: The boiler could fail at any time and the City has been informed that the current boiler would not be recertified. The current electrical systems in City Hall are not adequate for today's needs. The current plumbing system is in need of replacement or repair. The garage portion of the Municipal Building is falling in and has not allowed full use of its space and the space below it. City Hall is out of ADA Compliance.

City Administrator Hanson, discussed the goals and guiding principles for the Municipal Building. Administrator Hanson, commented that City Hall needs to serve the public well as a regional hub and the importance of investing in infrastructure while being a modern community. The current Municipal Building underutilizes staff space, functionality and efficiency for staff. City Hall needs to be a safe and secure area for the public and staff. There is potential to enhance Main Street. This opportunity allows for public input throughout the process. Administrator Hanson mentioned that staff is looking for ways to keep the costs within the current levy. City Administrator Hanson, mentioned that every year that City Hall is not built it is an estimated increase of 2-4% (\$150,000) in construction costs. This was thought to be a conservative amount by the Engineer Firm, Engan and Associates as well as Councilmen Lozinski.

Council member DeCramer, provided further comment by saying that City Hall has been on the list for a long time but has always moved down in priority to other projects. The current condition of the Municipal Building and the Marshall Hotel would not allow for a sale. Councilmen DeCramer commented that if the building is going to be fixed up regardless that operations should stay there.

Council member Bayerkohler, commented that any informed individual can clearly see that something needs to be done at City Hall. The City should continue to explore different construction options while keeping the community's concerns in cost and location in mind. There was further discussion by Council.

Richard Engan and Barbara Midgarden Marks of Engan and Associates were in attendance to ask and answer questions of Council and staff. Engan and Associates will be developing a project statement for City Hall that will include remarks from Council trying to capture what this project should represent. Comments from Council include the project being relevant, practical, flexible, safe, and being evaluated throughout the project. Site visits will be scheduled and Engan and Associates will review a Program of Needs. There was further discussion from Council.

UPDATE ON STREET ASSESSMENTS:

Glenn Olson, Director of Public Works/City Engineer discussed the history of Special Assessments.

Karla Drown, Finance Director, discussed the current funding as well as other funding options for special assessments. Director Olson recommended to Council that we keep the current special assessment policy and tweak the problem areas.

Council member Schafer discussed the side yard assessments and commented that it is hard for property owners to pay special assessments on a project not done in front of their own property.

Council member DeCramer commented that if we don't bond at least 20% of the cost of the improvement to the municipality we lose our funding. Finance Director Drown confirmed we cannot go below 20% of the total cost or we would have to switch our type of funding which would ultimately cost more.

Council member Lozinski, commented on total amount of the special assessment on a \$200,000 and a \$20,000 house are the same at a max of \$5,500. If the average house in Marshall is \$175,000, \$5,500 is roughly 3% of that value. Can an assessment be 3% of the value or \$5,500, whichever is less? There were concerns from City Attorney Dennis Simpson on this process.


City Attorney Dennis Simpson, discussed current court cases regarding special assessments.

City Administrator Sharon Hanson commented that street assessments pay for amenities not to increase the value of property.

Council member Bayerkohler asked if there have been complaints from the public. City Attorney Simpson said there has been zero court filings against the City of Marshall last year for special assessments. There was further discussion by Council.

Mayor Byrnes noted that there is a system already in place and that this process is complex and ultimately up to the Council to fully understand and make an informed decision for the community. Staff was directed to keep the current policy but to alter the troubled areas such as side street assessments and report back to Council.

Mayor Byrnes called the meeting adjourned at 7:47 P.M.



Mayor

Attest:



City Clerk