

REGULAR MEETING – MARCH 13, 2018

The regular meeting of the Common Council of the City of Marshall was held March 13, 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 Robert 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: Sharon Hanson, City Administrator; Matthew Gross of Quarnstrom & Doering, P.A. for Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Karla Drown, Finance Director; Rob Yant, Director of Public Safety; Marc Klaith, Fire Chief; Sheila Dubs, Human Resource Manager; Preston Stensrud, Parks Superintendent; Bob VanMoer, Waste Water Superintendent; Cal Brink, Executive Director of Marshall Area Chamber of Commerce; Brad Gruhot, Chamber Director of Marshall Area Chamber of Commerce; Tara Onken, Economic Development Director of Marshall Area Chamber of Commerce and Kyle Box, City Clerk.

The Pledge of Allegiance was recited at this time.

APPROVAL OF AGENDA:

Member **Steven Meister** Moved, Member **James Lozinski** Seconded to approve the **ORIGINAL** motion 'approve agenda'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

LIFE SAVING AWARD TO MARSHALL POLICE OFFICERS JON ELLIS AND ALICIA POPOWSKI:

On February 23, 2018, at approximately 6:49 am, Officers Jon Ellis and Alicia Popowski overheard Lyon County Dispatchers page North Memorial Ambulance to the call of a male that had fallen on the sidewalk and was believed to be having a heart attack. Both officers went to that location and found an adult male who was not breathing and appearing to be in cardiac arrest. They began CPR on that individual. Once the ambulance arrived, they both provided significant assistance to the ambulance personnel during the transportation of that person and in getting him into the Emergency Room. This person would not have survived without the care provided by Officer's Popowski and Ellis.

CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD ON FEBRUARY 27, 2018:

Member **Craig Schafer** Moved, Member **James Lozinski** Seconded to approve the **ORIGINAL** motion 'that the minutes of the regular meeting held on February 27, 2018 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**

ZIEGENHAGEN ADDITION – PUBLIC HEARING ON PRELIMINARY PLAT AND APPROVAL OF PRELIMINARY PLAT:

As the property has not been platted before, the property needs to be subdivided prior to the subdivision and sale of a portion of the property. The property includes warehouse storage and retail use. Separately, the owner has made application for a rezone of the property from an I-2 General Industrial District to a B-3 General Business District. Copies of the proposed subdivision have been sent to the local utility companies for their review and comments, and their requirements, if any, have been incorporated into the plat. At the Planning Commission

REGULAR MEETING – MARCH 13, 2018

meeting on February 14, 2018, Edblom made a motion, second by Steen to recommend approval of the preliminary plat to the City Council. All voted in favor. Since the recommended approval by the Planning Commission, a revision of the preliminary plat has been made by the owner as recommended by the Minnesota Department of Transportation. The revision includes retention of right-of-way at the southwest corner of the proposed plat. This revision is being discussed with the Office of the County Recorder for requirements of property ownership within the proposed subdivision. Further discussion will take place at the public hearing.

Director of Public Works/City Engineer Glenn Olson, presented the item to Council. Director Olson discussed the Preliminary Plat.

Member (**Steven Meister**) Moved, Member (**David Sturrock**) Seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing and approve the Preliminary Plat of Ziegenhagen Addition.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

Member **Craig Schafer** Moved, Member **John DeCrammer** Seconded to approve the **New** motion 'to approve a Preliminary Plat and schedule and to schedule a Final Plat at the next City Council meeting. Upon a voice vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7-0**

**PROJECT Z66: MARGUERITE AVENUE/SOUTH BEND AVENUE
RECONSTRUCTION PROJECT – 1) PUBLIC HEARING ON IMPROVEMENT; 2)
CONSIDER RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF
PLANS; 3) CONSIDER RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS:**

Property owners affected by the above-referenced project have been notified, according to law, that a hearing would be held on March 13, 2018. A public presentation will be made followed by any discussion. This project consists of the following: Reconstruction and utility replacement on Marguerite Avenue and South Bend Avenue between Camden Drive and Southview Drive. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer. A public informational meeting was held on March 8, 2018 at 5:30 p.m. at Marshall Municipal Utilities. Information and handouts were provided to all those in attendance. If the City Council decides to proceed with the project, a resolution has been prepared ordering the improvement and the preparation of plans. The plans and specifications have been prepared by City staff for the above-referenced project. If the City Council decides to proceed with this project, a resolution has been prepared approving the plans and specifications and ordering advertisement for bids. The engineer's estimate for the construction portion of the project is \$784,500.00. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$1,001,000.00. All improvements will be assessed according to the current Special Assessment Policy, including but not limited to participation from Marshall Municipal Utilities, Wastewater Department, Surface Water Management Utility Fund and Ad Valorem participation. Final approval of each project must include determination of funding sources.

Director of Public Works/City Engineer Glenn Olson, presented the Public Hearing to Council via PowerPoint. The project is tentatively scheduled to take place from Spring to Fall 2018. The last layer of asphalt will be applied in the Spring of 2019 which allow the road way to settle over winter.

Doug Lindsley of 717 Marguerite Ave., asked what the cost of the special assessments would be for property owners. Director Olson provided a recap of the City's current special assessment policy.

Member **David Sturrock** Moved, Member **John DeCramer** Seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on improvement for Project Z66: Marguerite Avenue/South Bend Avenue Reconstruction Project.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

Council member Lozinski, commented that he cannot support the Resolutions until special assessments are reviewed. Administrator Hanson, commented on the timeline for this process. There was continued discussion by Council.

Member **Craig Schafer** Moved, Member **John DeCramer** Seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4483, SECOND SERIES, which is the Resolution Ordering Improvement and Preparation of Plans" for Project Z66: Marguerite Avenue/South Bend Avenue Reconstruction Project. '. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 2. The motion **Passed. 5 - 2** with Lozinski and Meister voting no.

Member **Craig Schafer** Moved, Member **David Sturrock** Seconded to approve the **NEW** motion 'that the Council adopt RESOLUTION NUMBER 4484, which is the "Resolution Approving Plans and Specifications and Ordering Advertisement for Bids" for Project Z66: Marguerite Avenue/South Bend Avenue Reconstruction Project. '. Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 2. The motion **Passed. 5 - 2** with Lozinski and Meister voting no.

CONSIDER AWARD OF BID FOR ONE (1) NEW 2017 MODEL OR NEW 2018 72" COMMERCIAL MOWER WITH CAB FOR THE PARKS DEPARTMENT:

The Equipment Review Committee met on February 14, 2018 to review the specifications for this new unit. Three proposals were received for the purchase of a new unit with and without trade-in. All three proposals were John Deere dealers using government pricing program or NJPA pricing. The low proposal was from Lyon County Implement of Tracy, MN in the amount of \$28,594.00 with no trade. Staff is recommending the no trade-in option so that the Parks Department can add one mower unit that will be essential to assist in the grounds care maintenance that the Parks Department is responsible for. The purchase of this was included in CIP in the amount of \$32,000.00.

Parks Superintendent Preston Stensrud, presented the bids to Council. Council member Lozinski asked how much the additional maintenance would costs over the next 6 months. Superintendent Stensrud will keep track of these numbers for review.

REGULAR MEETING – MARCH 13, 2018

Member **Craig Schafer** Moved, Member **James Lozinski** Seconded to approve the **ORIGINAL** motion 'Award the bid to Lyon County Implement of Tracy, MN in the amount of \$28,594.00 with no trade.'. 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 Lozinski requested that item number 11, Call for Public Hearing- Liquor License Transfer, be removed for further discussion.

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

Approval of Refuse Haulers License for Southwest Sanitation and Waste Management.

Approval for a Transient Merchant License for TNT Fireworks.

Approval of Frontline Plus Inc Warning Systems Division contract with the City of Marshall.

Acceptance of a HMEP Grant for the Southwest Chemical Assessment Team and authorization for the Director of Public Safety/Police Chief Rob Yant to administer the grant.

Approval of the bills/project payments

CALL FOR PUBLIC HEARING - LIQUOR LICENSE TRANSFER:

An application has been received from RMMN Associates LLC to transfer the On-Sale Liquor License and Sunday Liquor License for the Ramada Inn from Bingo LLC to RMMN Associates LLC.

Council member Lozinski asked for the status of the Ramada and if they are eligible to transfer liquor license. City Clerk Kyle Box, provided an update on the licensing process.

Member **James Lozinski** Moved, Member **Steven Meister** Seconded to approve the **AMENDED** motion 'call for a public hearing to be held on March 27, 2018 to consider the transfer of the On-Sale Intoxicating Liquor License and Sunday Liquor License for the Ramada Inn from Bingo LLC to RMMN Associates LLC and that all requirements are met by the applicant to receive an On-Sale Liquor License and a Sunday Liquor License.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

ADOPT ORDINANCE TO REZONE 100 AND 110 NORTH HIGHWAY 59 FROM I-2 GENERAL INDUSTRIAL DISTRICT TO A B-3 GENERAL BUSINESS DISTRICT:

This is a request by Ziegenhagen Investments LLC to rezone properties at 100 and 110 North Highway 59 from I-2 General Industrial District to a B-3 General Business District. The intent of the owner is to be able to rent space to a grocery store, which is a permitted use in B-3 but not in I-2, at 110 North Highway 59. In reviewing an application, the staff noticed that the other side of the highway is zoned B-3; it is also an area close to downtown and some other retail

establishments. As a result, it is staff's opinion that it would be reasonable to rezone the entire block from I-2 General Industrial District to a B-3 General Business District, all the way to West Fairview Street, with the exception of a metal recycling business. This includes 300, 400 and 500 North Highway 59 and 707 West Fairview Street. If the entire block is rezoned, a Re-Store, located at 300 North Highway 59 and ServiceMaster shop located at 707 West Fairview Street will stay permitted uses along with most part of Ace Hardware store. A lumberyard portion of Ace will become a conditional use in a B-3 district which will not affect any operations or development. Requirements for B-3 General Business District can be found in Section 86-104. Rezoning procedures are described in Section 86-30 Amendments. Current and proposed zoning maps are attached along with an aerial photo. During the February 14, 2018, Planning Commission meeting, a public hearing was held and a motion was made by Edblom, second by Ruud to recommend approval to City Council to rezone the property as requested by Ziegenhagen. MOTION PASSED.

Director of Public Works/City Engineer presented the item to Council. There was further discussion by Council.

Member **David Sturrock** Moved, Member **James Lozinski** Seconded to approve the **ORIGINAL** motion 'that the Council adopt ORDINANCE NUMBER 726, SECOND SERIES to rezone 100 and 110 North Highway 59 from I-2 General Industrial District to a B-3 General Business District.'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

REVIEW OF PROPOSED FIRE PROTECTION AGREEMENTS FOR 2018-2019:

Attached is a draft of the proposed Fire Township Agreements for 2018-2019. A number of years ago the City created a new formula for determining township fees.

Fire Chief Marc Klaith, presented the item to Council. There was further discussion by Council.

Member **Craig Schafer** Moved, Member **John DeCramer** Seconded to approve the **NEW** motion 'To approve the Fire Protections Agreements for 2018 – 2019. Upon a voice vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried. 7 - 0**

CONSIDER APPROVAL OF AMENDMENTS TO THE 2018 WAGE SCHEDULE AND APPOINTMENTS OF BUILDING OFFICIAL AND ZONING ADMINISTRATOR:

City Administrator Hanson has evaluated and is recommending amendments to the organizational structure for the Public Works Division. Staff will review the proposed organizational structure, changes to the 2018 employee wage schedule, fiscal impact, and proposed implementation plan in detail at the meeting. Job descriptions in the Building Inspection and Engineering Departments were reviewed. Five position job descriptions were submitted to our consultant for an evaluation of Hay points. These positions are: Assistant City Engineer, Plans Examiner, Sr. Eng. Specialist, Engineering Specialist, and Building Services Coordinator. The Building Inspector I and II positions were reviewed, but have no amendments proposed (therefore, these are not included in your packet). The Engineering Aide (temporary position) and Engineering Technician job descriptions were reviewed and amended by staff, but determined that no substantive changes were made to warrant re-pointing. A table shows the

REGULAR MEETING – MARCH 13, 2018

existing titles, points, and pay ranges along with the results of the repointing and corresponding placement into the pay ranges within the 2018 employee wage schedule. No increase or decrease in staffing is proposed.

Staff propose that Ray Henriksen be transferred to the Building Services Coordinator position and be appointed Building Official for the City. His current position as Building Inspector II would be vacant, but retained on the wage schedule, to allow for future upward mobility for the Building Inspector I position.

Staff propose Jason Anderson be appointed Zoning Administrator for the City.

Both of these proposed appointments are referenced in the respective job descriptions. The two related Ordinances are attached. If approved, staff recognize that Ord 18-22 requires revision to reflect the proposed organizational change. Staff would also prepare and submit the required notice to the State of Minnesota on the Building Official appointment. Implementation Plan: it has been the practice in similar instances for an incumbent employee's pay rate to move to the "next nearest step" on the amended wage schedule. For this organizational restructure, two employees would be subject to this (next nearest step) movement on the respective wage ranges. The other three job titles have no changes proposed in wage ranges. The FY 2018 budget increase is estimated at \$5,375.

Council member Bayerkohler commented on the proposed items within the agenda item. Member Bayerkohler, discussed Administrator Hanson's actions taking over supervision of the Building Inspection Department. Councilman Bayerkohler discussed why he was opposed to the actions on this item.

Mayor Byrnes commented that the Building Inspection Task Force will be meeting to discuss ordinances not job description changes as that would be a Human Resource and the City Council responsibility.

Council member DeCramer commented that the Personnel Committee did meet on this agenda item and it was discussed in detail.

Council member Lozinski discussed that this item is to reposition job duties to better fit the public and department needs.

Council member Schafer discussed the Personnel Committee did take its time with this item to reach its decision.

Council member Meister discussed the Personnel Committee and mentioned that there was a lot of discussion on this item. The goal is to make a better change.

There was further discussion by Council.

Member **Craig Schafer** Moved, Member **James Lozinski** Seconded to approve the **ORIGINAL** motion 'That the Council approves the amended 2018 Wage Schedule.'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **1**. The motion **Passed. 6 - 1** with Bayerkohler voting no.

Member **James Lozinski** Moved, Member **Craig Schafer** Seconded to approve the **NEW** motion 'That the Council approves the designation and appointment of Ray Henriksen as the Building Official for the City.'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **1**. The motion **Passed. 6 - 1** with Bayerkohler voting no.

Member **John DeCramer** Moved, Member **James Lozinski** Seconded to approve the **NEW** motion 'That the Council approves the designation and appointment of Jason Anderson as the Zoning Administrator for the City.'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **1**. The motion **Passed. 6 - 1** with Bayerkohler voting no.

CORRIDORS OF COMMERCE REQUEST FOR SUPPORT:

The Minnesota Legislature created the Corridors of Commerce program, authorizing the sale of up to \$300 million in new trunk highway bonds for the construction, reconstruction and improvement of trunk highways for projects not already in the State Transportation Improvement Program. This was to further two major goals:

- Provide additional highway capacity on segments where there are currently bottlenecks in the system
- Improve the movement of freight and reduce barriers to commerce in 2014, the Legislature provided an additional \$31.5 million in trunk highway funds for FY 2014 and FY 2015. In 2017, the Legislature added \$300 million in trunk highway bonds spread over four years and \$25 million per year in cash.

In response, MnDOT decided to select \$400 million of projects in the next round of Corridors of Commerce. The Corridors of Commerce will be utilizing a legislature approved ranking system that includes support and consensus for the project among members of the surrounding community. To help ensure that projects meet the spirit of this criteria, MnDOT has made this section an all-or-nothing points area. In order to receive the 45-points towards the ranking system, all the municipalities and counties impacted (touched) by the project need to provide a resolution of support for the project, otherwise the project does not receive any of the 45-points.

City Administrator Hanson, presented the item to Council. Mayor Byrnes, commented on the criteria for the project. Council member Sturrock, provided addition information on the item and referred to the projects listed on the resolution. There was continued discussion by Council.

Member **David Sturrock** Moved, Member **Steven Meister** Seconded to approve the **ORIGINAL** motion 'Adopt RESOLUTION 4489, SECOND SERIES that supports the listed projects and submit the Resolution to MNDOT for inclusion in the Corridors of Commerce program.'. Upon a roll call vote being taken, the vote was: Aye: **7** Nay: **0**. The motion **Carried. 7**

PROJECT Z64 / SAP 139-111-006: SARATOGA STREET RECONSTRUCTION PROJECT – CONSIDER RESOLUTION RECEIVING REPORT AND CALLING FOR HEARING ON IMPROVEMENT:

This project consists of the following: Reconstruction and utility replacement on Saratoga Street from the bridge on Saratoga Street (between South 4th Street and West College Drive) to Southview Drive; Sanitary sewer replacement and watermain replacement on the abandoned South 1st Street from Marvin Schwan Memorial Drive to Saratoga Street; Sanitary sewer replacement on South “A” Street from Marvin Schwan Memorial Drive to Saratoga Street; Sanitary sewer replacement on Greeley Street from Saratoga Street southerly approximately 200 feet. This Feasibility Report as authorized by the City Council covers the proposed improvements including scope, background/existing conditions, proposed improvements, probable costs, proposed assessments, feasibility and proposed project schedule. The proposed improvements as described in the report are necessary, cost-effective, and feasible from an engineering standpoint. The engineer’s estimate for the construction portion of the project is \$2,328,000.00. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$2,970,500.00. All improvements will be assessed according to the current Special Assessment Policy, including but not limited to participation from Municipal State Aid System (MSAS), Marshall Municipal Utilities, Wastewater Department, Surface Water Management Utility Fund and Ad Valorem participation. Final approval of each project must include determination of funding sources.

Director of Public Works/City Engineer Glenn Olson, presented the item to Council.

Member **Craig Schafer** Moved, Member **David Sturrock** Seconded to approve the **ORIGINAL** motion 'that the Council adopt RESOLUTION NUMBER 4486, SECOND SERIES, which is the Resolution Receiving Feasibility Report and Calling Hearing on Improvement for the above-referenced project and setting the public hearing on improvement date for March 27, 2018.'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **1**. The motion **Passed. 6 - 1** with Lozinski voting no.

CALL FOR A PUBLIC HEARING-TIF HSG DIST. 5-1 AND PROJECT AREA NO. 5:

The City EDA is proposing a tax increment financing (TIF) project submitted by the developer, Unique Opportunities Marshall LLC for its proposed development of a 108-unit multifamily housing project facility, to be constructed in 3 phases with each one comprising of 36 units. The developer submitted a request for TIF assistance with the purpose of TIF to finance extraordinary costs associated with providing affordable multi-family housing. The total requested amount of assistance is up to \$2,070,000 for eligible costs associated with construction of the project in the form of a pay-as-you-go note. The total sources and uses of funds for the project is approximately \$11,070,000, which includes all three phases of development.

Executive Director of Marshall Area Chamber of Commerce Cal Brink introduced Economic Development Director Tara Onken, to present the item to Council via PowerPoint. There was further discussion by Council. Council member Bayerkohler, commented that he is not in favor of Government involvement in housing.

Member **(James Lozinski)** Moved, Member **(Steven Meister)** Seconded to approve the **ORIGINAL** motion 'to adopt RESOLUTION NUMBER 4487, SECOND SERIES, RESOLUTION CALLING FOR A PUBLIC HEARING ON THE ESTABLISHMENT OF PROJECT AREA NO. 5 AND A PROJECT AREA PLAN THEREFOR AND ESTABLISHMENT OF TAX INCREMENT FINANCING (HOUSING) DISTRICT NO. 5-1 AND A TAX INCREMENT FINANCING PLAN THEREFOR'. 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 OF CONSUMPTION AND DISPLAY LICENSE FOR SOUTHWEST MINNESOTA STATE UNIVERSITY:

Member **John DeCramer** Moved, Member **Steven Meister** Seconded to approve the **ORIGINAL** motion 'the approval of the annual renewal of the Consumption and Display License for Southwest Minnesota State University for the period April 1, 2018 through March 31, 2019 at a fee of \$130.00'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0 Abstain: 1. The motion **Passed. 6 - 0 - 1** with Bayerkohler abstaining.

CONSIDER AUTHORIZATION FOR APPROVAL OF THE SIGNIFICANT USER AGREEMENT FOR WASTEWATER DISCHARGE PERMIT BETWEEN THE CITY OF MARSHALL AND SFC GLOBAL SUPPLY CHAIN, INC:

In 2001, City of Marshall and Schwan's entered into a significant industrial user agreement regarding allocation and reservation of loading capacity at the Wastewater Facility as granted to Schwan's. The original 2001 agreement allowed Schwan's to have a CBOD limit of 4,500 lb. per day monthly average and allowed a TSS limit of 1,200 lb. per day monthly average. Schwan's has not come close to using this capacity at any time for approximately the past 10 years. The City is looking to free up capacity for potential future industrial growth and has negotiated with Schwan's to reduce both the CBOD and TSS limits. CBOD limits are reduced to 2,500 lb. per day monthly average and the TSS limit is reduced to 600 lb. per day monthly average. Various clarifications to the agreement have been recommended by City Attorney Simpson.

Waste Water Superintendent Bob VanMoer, presented the item to Council. There was further discussion by Council and Staff.

Member **John DeCramer** Moved, Member **James Lozinski** Seconded to approve the **ORIGINAL** motion 'that the Council authorize approval of the significant user agreement for the wastewater discharge permit between City of Marshall and SFC Global Supply Chain, Inc., dba Schwan's.'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0 Abstain: 1. The motion **Passed. 6 - 0 - 1** with Schafer abstaining.

MINNESOTA PUBLIC FACILITIES AUTHORITY LOAN APPLICATION:

The City of Marshall Wastewater Treatment Facility has contracted with Bolton & Menk, Inc. for the design of and assistance in securing financing for a large upgrade project to its wastewater treatment system. The City of Marshall has been approved to receive a low interest loan from the Public Facilities Authority for this project. The Form 5 documents and Resolution for funding are required to complete the PFA loan application. The estimated total cost of the project including contingencies, engineering, administration, and legal from the Facility Plan is \$9,475,000.00. The tentative schedule for receiving bids is June 2018. The Resolution states the

REGULAR MEETING – MARCH 13, 2018

estimated loan amount of \$17,662,500. This is the total amount of Phase 1 and Phase 2 of the Facility Plan completed in 2017. It is our intention to complete only Phase 1 at this time. We can and will adjust the loan amount after we receive bids. The place holder for the \$17,662,500 is common practice when applying for these loans.

Waste Water Superintendent Bob VanMoer, presented the item to Council. There was further discussion by Council.

Member **(David Sturrock)** Moved, Member **(John DeCramer)** Seconded to approve the **ORIGINAL** motion 'that the City Council approve the Form 5 Compliance and Fair Share Statement Forms and approval of RESOLUTION NUMBER 4488, SECOND SERIES, Marshall Public Facilities Authority for a loan from the Clean Water Revolving Fund for improvements to its municipal wastewater treatment system as described in the loan application.'. Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **1**. The motion **Passed. 6 - 1** with Meister voting no.

Commission/Board Liaison Reports

Byrnes Regional Development Commission met 3/1/18 and discussed the Corridors of Commerce.

Schafer Library Board met on 3/12/18

Southwest Minnesota Amateur Sports Commission met on 3/13/18 and has divided its members into two groups: Media/Marketing and Facility/Funding.

Meister No Report

Council member Meister excused himself at this time.

Bayerkohler Public Housing Commission met on 3/12/18 and held a public meeting on its capital fund program, awarded lawn bids and approved its 2017 financial statements. A private company is considering selling its washers and dryers to the Commission to manage.

DeCramer No Report

Sturrock Convention and Visitors Bureau will meet on 3/15/18.
Councilman Sturrock added that he toured perspective sites with the Engan and Associates for potential City Hall sites, attended Marguerite and South Bend projects meeting and will be lobbying in St. Paul on behalf of the Coalition of Greater Minnesota Cities on 3/14/18.

Council member Sturrock excused himself at this time.

Lozinski No Report

REGULAR MEETING – MARCH 13, 2018

Council member Lozinkski excused himself at this time.

Councilmember Individual Items

Councilmember Schafer commended City Staff on its response on the latest snow fall.

Council member Bayerkohler commented on the snow removal and did receive some complaints.

Mayor Byrnes commented on the snow removal process.

City Administrator

No Report

Director of Public Works

Director Olson, discussed the recent snow emergency and asked Chief Yant how many tickets and tows the City issued. Director of Public Safety Rob Yant, said that eight tickets were issued and zero vehicles were towed.

City Attorney

No Report

Pending Items

There were no questions on the pending items.


Information Only

There were no questions on the information items.

Upcoming Meetings

There were no questions on the upcoming meeting list

At 8:05 PM, Member **Craig Schafer** Moved, Member **John DeCramer** Seconded to approve the **ORIGINAL** motion 'Adjourn Meeting'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried. 4 - 0**



Mayor

Attest:



City Clerk