

CITY OF MARSHALL  
CITY COUNCIL MEETING  
M I N U T E S  
Tuesday, March 26, 2019

The regular meeting of the Common Council of the City of Marshall was held March 26, 2019 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, Russ Labat and James Lozinski. Absent: None. Staff present included: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Jason Anderson, Assistant City Engineer/Zoning Administrator; Ilya Gutman, Plan Examiner/Assistant Zoning Administrator; Jim Marshall, Director of Public Safety; Annette Storm, Director of Administrative Services; Sheila Dubs, Human Resource Manager; Scott VanDerMillen, Director of Community Services; Preston Stensrud, Parks Superintended and Kyle Box, City Clerk.

The Pledge of Allegiance was recited at this time.

There was a consensus to operate under the presented agenda with the addition of an agenda item, Approval of Various Boards and Commissions.

**Consider approval of the minutes of the work session and regular meeting held on March 12, 2019.**

Motion made by Councilmember Meister, Seconded by Councilmember Lozinski that the minutes of the work session and regular meeting held on March 12, 2019 be approved as filed with each member and that the reading of the same be waived. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Abstaining: Councilmember Bayerkohler. The motion **Passed. 6-0-1**

**Project Z67: Michigan Road/Superior Road Reconstruction Project - 1) Continuation of Public Hearing on Assessment.**

At their meeting on September 25, 2018, the City Council voted to continue the public hearing at the regular Council meeting held on October 23, 2018. At the October 23, 2018 meeting, the City Council voted to continue the public hearing on assessment to March 26, 2019.

One objection letter has been received as of March 19, 2019. An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten days after service upon the Mayor or Clerk.

This project consists of the following: Reconstruction and utility replacement on Michigan Road between Superior Road and Hahn Road and on Superior Road from a point approximately 175 feet north of Ontario Road to Huron Road. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer.

The purpose of the continuation of the public hearing was to review and potentially revise the City's assessment procedure for commercial and industrial properties.

City of Marshall staff (Administration, Engineering, Legal and Finance) have spent considerable time analyzing and reviewing special assessment policies for numerous municipalities within the State of Minnesota. The findings of that analysis have been reviewed with Ways & Means Committee members. In addition, Council

Member Bayerkohler as Ways & Means Committee member has also conducted his own analysis and review of state municipality policies and procedures for calculation of special assessment amounts due for public improvement projects.

The analysis of Minnesota Statutes, Minnesota case law and review of additional municipality procedures has led to the proposal for a new procedure to calculate special assessment amounts.

The Minnesota Court stated as follows: "Any method resulting in a fair approximation of the increase in market value for each benefited parcel may be used. A method which on its face appears to be a fair approximation will be presumed valid with the burden resting upon the objector to show its invalidity."

The result of this review was brought to the City Council on March 12, 2019 resulting in a revision of the 2019 Fee Schedule that established a maximum amount formula for commercial/industrial street assessments for reconstruction. In addition, this maximum is compared to actual costs and square footage and the minimum amount of the three methods is the recommended street assessment for the improvement for the property owners.

Director of Public Works/City Engineer Glenn Olson introduced and provided the background information on the item.

Lynn Chedder representing Mustang Truck and Trailer/Pete, LLC discussed the amount to be owed by Pete, LLC and how these numbers are supported without the property being appraised. Pete, LLC mentioned that they would like to see the appraisal to justify the amounts.

City Administrator commented that a project appraisal was completed on the entire project, not individual properties. The data collected from the project appraisal has been kept private due to pending litigation. Administrator Hanson mentioned that the methods used in calculating these special assessments were also used by the project appraiser.

City Attorney Dennis Simpson commented that it was a project appraiser that provided the City a method and number and that it was not a formal appraisal.

Mr. Chedder provided discussion on a memo drafted by the City Attorney discussing that the benefit of the project can not exceed the cost of the assessment as the primary consideration. Mr. Chedder commented that to get those accurate numbers an appraisal should be done.

City Attorney Dennis Simpson commented that appraisals are not required to be done according to state statute.

Mr. Chedder mentioned again that the information was not justifiable without seeing the project appraisal.

Brian Stucke of BH Electronics provided discussion from prior council meetings and the support to have an appraisal done to identify the benefit to the affected property owners. Mr. Stucke was concerned that even after the project review has not been shared.

Councilmember Bayerkohler mentioned that he did reach out to another appraisal company and that they were not interested in coming to Marshall to do the appraisal.

Mr. Stucke also discussed another previous council meeting when action was taken on the item did not meet the requirements needed by statute. The City reaffirmed the project by amending the resolution at a later meeting.

City Attorney Dennis Simpson mentioned that from the recommendation of Bond Council a reaffirmation of the resolution was provided. Attorney Simpson mentioned this process must happen within six months of the public hearing.

Councilmember Bayerkohler thanked the staff and council for reviewing the policy and commented that he believes this policy will benefit projects going forward.

Councilmember Lozinski mentioned that this is a better commercial special assessment policy.

Councilmember Schafer appreciates the input from the property owners.

Lynn Chedder of Mustang Truck and Trailer asked where the increased benefit is in the assessment and that he would like to see an appraisal before payment.

Mayor Byrnes discussed that an absolute number may not be known unless an individual property appraisal is completed.

There was further discussion on the infrastructure and what benefit that brings.

City Administrator Sharon Hanson discussed the difficulties in the item. Administrator Hanson mentioned that there is discussion not only on the assessments but the process that the City used and there is indication that no matter what validation the City uses there will be litigation.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to close the continuation of the public hearing on assessment for Project Z67: Michigan Road/Superior Road Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motioned **Carried. 7-0**

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski that the Council adopt RESOLUTION NUMBER 4596, SECOND SERIES, which is the "Resolution Adopting Assessment" for Project Z67: Michigan Road/Superior Road Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember Labat, Councilmember Lozinski Voting Abstaining: Councilmember DeCramer. The motion **Passed. 6-0-1**

**Project Z69: East Lyon Street Reconstruction Project – 1) Public Hearing on Improvement.**

The project consists of the reconstruction of East Lyon Street from TH 23 east approximately 800 feet to near the city limits.

Property owners affected by the above-referenced project have been notified, according to law, that a hearing would be held on March 26, 2019. A public presentation will be made followed by any discussion. An informational meeting was held on March 19, 2019 11 am at City Hall.

Information regarding project scope and calculations of proposed assessments was provided to all those in attendance.

The engineer's estimate for the construction portion of the project is \$180,400. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs are \$230,190.

All improvements will be assessed according to the current Special Assessment Policy including any variations of assessments deemed necessary by the City Council, including but not limited to participation from Wastewater Department, Surface Water Management Utility Fund and Ad Valorem participation. Final approval of the project must include determination of funding sources.

Director of Public Works/City Engineer Glenn Olson provided the background information on the item.

Steve Klein of Walnut Grove Mercantile, opposes the project currently. Mr. Klein said they may be in favor of the project if this was involved in a larger comprehensive plan for development of that area.

Councilmember Lozinski asked what kind of reduction Mr. Klein's business takes when there is a construction project in that area. Mr. Klein commented that his business took anywhere from 5% to 35% hit depending on the project.

Councilmember Meister commented on parking during the proposed project.

Director Olson provided discussion on multiple options for parking.

There was further discussion on the history of the project.

Councilmember Labat discussed any trouble individuals have had with snow on the road.

Mr. Klein commented that there are not typically any issues.

Councilmember Meister asked if all property owners were able to attend the informational meetings.

Mr. Klein commented that yes, they were all able to be there.

Councilmember DeCramer asked if a drawn-out payment and a lower interest rate would change Mr. Klein's mind.

Mr. Klein mentioned that at this time they still would oppose the project. However, if this is a part of a bigger plan his perspective is different.

Councilmember Schafer mentioned that because there are only three property owners he doesn't want to see anyone be opposed to the project.

There was further discussion on the project.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to close the public hearing on improvement for Project Z69: East Lyon Street Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Mayor Byrnes asked for a motion on the resolution. There was no motion by Council on the resolution.

**Project Z74: Huron Road/Superior Road Reconstruction Project – 1) Public Hearing on Improvement.**

The project consists of watermain replacement on Huron Road between Superior Road and TH 59 and reconstruction on Superior Road from Huron Road to CSAH 33. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer on Superior Road and watermain replacement only on Huron Road.

Property owners affected by the above-referenced project have been notified, according to law, that a hearing would be held on March 26, 2019. A public presentation will be made followed by any discussion. An informational meeting was held on March 18, 2019 at 3 pm at City Hall. Information regarding project scope and calculations of proposed assessments was provided to all those in attendance.

The engineer's estimate for the construction portion of the project is \$1,038,787. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$1,325,490.

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 the project must include determination of funding sources.

Director of Public Works, Glenn Olson presented the information on the item.

There was discussion on the project.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski to close the public hearing on improvement for Project Z69: East Lyon Street Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to adopt RESOLUTION NUMBER 4597, SECOND SERIES, which is the Resolution Ordering Improvement and Preparation of Plans" for Project Z74: Huron Road/Superior Road Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember

Lozinski. Voting Nay: Councilmember Labat. The motion **Passes. 6-1**

Motion made by Councilmember DeCramer, Seconded by Councilmember Schafer that the Council adopt RESOLUTION NUMBER 4598, which is the "Resolution Approving Plans and Specifications and Ordering Advertisement for Bids" for Project Z74: Huron Road/Superior Road Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Lozinski. Voting Nay: Councilmember Labat. The motion **Passes. 6-1**

**Approval of Consent Agenda**

Councilmember Labat asked for item number 17, Declare Equipment Surplus from the Parks Department, be removed for further discussion.

Motion made by Councilmember Lozinski, Seconded by Councilmember Labat to approve the consent agenda. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Approval of Resolution Number 4599, Second Series, a resolution regarding FCC Form 394 – Consent to Assignment or Transfer of Control of Cable Television Franchise.

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

Authorization to approve Frontline Plus Inc Warning Systems Division contract with the City of Marshall.

Authorization to declare vehicles as surplus property for the Marshall Police Department.

Approval of Anderson Addition - Introduce Plat and Call for Public Hearing.

Approval to Purchase of GPS for Engineering Department.

Approval of the bills/project payments.

**Declare Equipment Surplus from the Parks Department.**

Councilmember Labat discussed the reuse of trailers with different departments within the City. Councilmember DeCramer discussed the reuse of flower pots. There was further discussion by Council and Staff.

Motion made by Councilmember Labat, Seconded by Councilmember DeCramer to Approve the surplus of equipment for the Parks Department to be sold. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

With Council consent agenda item number 24, Marshall Community Branding Proposal Acceptance, was moved to the next agenda item.

### **Marshall Community Branding Proposal Acceptance**

The City Council approved a Branding/Marketing Request for Proposal (RFP) in late 2018. Over 20 proposals were submitted to the City for consideration. A branding committee comprised of local business leaders, marketing professionals and Director of CVB reviewed the proposals including interviewing the top tier selected proposals. The committee has recommended that the City proceed with the firm North Star. \$50,000; with \$20,000 budgeted use of 2019 reserves; \$10,000 from CVB and \$20,000 budgeted use of 2020 reserves.

Lauren Deutz, Director of Marshall Convention and Visitors Bureau presented via PowerPoint. There was further discussion by Council and Staff.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to approve North Star proposal in the amount of \$50,000.00 Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

### **Consider a Resolution Extending a Local Emergency Declaration**

On March 24, 2019, Bob Byrnes, the Mayor of Marshall, acting on behalf of and for the City of Marshall, declared a state of emergency within the City of Marshall as per Minnesota Chapter 12. A declaration of a local emergency invokes necessary portions of the response and recovery aspects of applicable local or interjurisdictional disaster plans and may authorize aid and assistance under those plans. With this declaration the city's emergency organization structure, plan and EOC is activated.

A Resolution must be enacted under authority of Minnesota Statutes Sections 12.29 and 12.37 to extend the period of a mayor-declared local emergency.

Media Communication Specialist Alex Peterson provided information on the recent river event via video. Director of Public Safety Jim Marshall provided additional information on the agenda item. There was further discussion by Council.

Motion made by Councilmember Lozinski, Seconded by Councilmember Meister to adopt Resolution Number 4600, Second Series, a resolution enacted under authority of Minnesota Statutes Sections 12.29 and 12.37 to extend the period of a mayor-declared local emergency. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

### **Consideration of renewal agreement with Pyrotechnic Display Inc., for City of Marshall July 4<sup>th</sup> fireworks.**

The City of Marshall began contracting services from Pyrotechnic Display Inc., in 2014 for their annual fireworks. That initial agreement was approved at a cost of \$8,925.00 yearly. An additional 3-year renewal was approved in 2016 for \$10,263.00 per year. The show provided entertains for approximately 20 minutes and has been well received by the attendees and surrounding communities. The current 3-year agreement expires after July 4, 2019.

Director of Community Services Scott VanDerMillen presented the background information on the agenda item. There was further discussion by Council.

Motion made by Councilmember Lozinski, Seconded by Councilmember Meister to approve the three-year renewal agreement (2020, 2021 & 2022) with Pyrotechnic Display, Inc. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

**Consider approval of labor agreements between the City of Marshall and LELS Local No. 190**

The 2016-2018 labor agreement with LELS Local 190 expired on December 31, 2018. Tentative agreement with the union on contract terms for a new three-year agreement (2019-2021) has been reached.

Summary of contract amendments:

- 1) Duration: January 1, 2019 – December 31, 2021
- 2) Union Security—technical change relating to the payment of dues by union members; language was proposed by the City as recommended by our labor attorney
- 3) Wages: increase in shift differential from \$0.30 to \$0.50 per hour; increase in Field Training Officer pay from \$1.00 to \$1.25 per hour for actual hours worked in this role.
- 4) Overtime—increase in maximum compensatory time accrual limit from 45 to 50 hours.
- 5) Insurance—amended contract years.
- 6) Vacation—deletion of a clause that restricted new employees from using their vacation accruals in the first six months of employment.
- 7) Holidays—amended clause to allow an employee to elect holiday pay in lieu of time off on a holiday; where employees do not elect pay for holidays, contract language has been added which pays out unused holiday hours on the first payroll check of December each year.
- 8) Leaves of Absence: added reference to three laws that may be applicable to employees requesting a leave of absence; the consideration for approval or denial of employee leaves will continue to be administered in accordance with both state and federal laws.
- 9) Wages: 2% general wage increase for 2019 plus a \$0.40 market adjustment added to each step; 3.25% general wage increase for 2020, and 3.25% general wage increase for 2021.
- 10) Memorandum of Understanding—identifies the effective dates of the proposed wage schedule for the term of the agreement (effective 1st day of the pay period that includes January 1).
- 11) Memorandum of Agreement regarding the accrual of compensatory time; this agreement will expire on December 31, 2021. The language in this agreement is consistent with the current administration of earned accruals.

Human Resource Manager Sheila Dubs provided the background information on the agenda item. There was further discussion on the item by Council.

Motion made by Councilmember DeCramer, Seconded by Councilmember Meister to approve RESOLUTION NUMBER 4602, SECOND SERIES approving a collective bargaining agreement, memorandum of understanding, and memorandum of agreement between the City of Marshall and LELS Local 190 and authorizes proper City officials to sign the agreements.

Councilmember Bayerkohler commented that he had been prepared to vote against the motion but was now willing to support the motion because of assurances given by staff that in future contract negotiations they would give serious consideration to adjusting the salary schedules so that there would be smaller step increases and that more salary steps would be added, meaning it would take longer for an employee to get to the highest salary step.

Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

**Request for map amendment (rezone).**

This is a request by Douglas and Peggy Anderson, Marshall, MN to rezone properties at 1213, 1215 and 1217 West Main Street from B-3 General Business District to a I-2 General Industrial District. The owner intends to build an addition to his building (Marshall Machine Shop); that addition will be built on the north side and will extend into the lots along West Main Street. The use of the building is manufacturing, and it is not permitted in a B-3 General Business District, which the three lots to be rezoned currently are. To permit building an addition, they must be rezoned to an I-2 General Industrial District.

The adjacent land south of these lots is presently zoned I-2 General Industrial District and the land across Main Street is zoned I-1 Limited Industrial District, so the requested rezoning is consistent with the zoning of surrounding areas. However, the 1996 City Comprehensive plan shows the corridor along Main Street as a commercial use rather than industrial. Nevertheless, the staff's opinion is that at this time the requested change is acceptable considering the age of the Comprehensive plan, the use of the neighboring properties and the location of major commercial development areas within the city.

Rezoning procedures are described in Section 86-30 Amendments.

At the March 13, 2019, Planning Commission meeting, a public hearing was held, and a motion was made by Carstens, second by Ruud to recommend approval to City Council to rezone the property as recommended by staff. All voted in favor.

Plan Examiner/Assistant Zoning Administrator provided information on the item.

Motion made by Councilmember Schafer, Seconded by Councilmember Labat to introduce the ordinance to rezone 1213, 1215 and 1217 West Main Street from B-3 General Business District to I-2 General Industrial District. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried.**

**7-0**

**Authorization for Parks Department to Apply of MN DNR Outdoor Recreation Grant.**

Construction of the SMASC ball fields was mostly complete in 2017 with the exception of playground (currently 80% complete), entryway arch (complete but not installed), and landscaping. Elements left from the master plan during original construction include lighting the additional two fields and a picnic pavilion.

Staff was informed of a possible grant through the MN DNR to help with funding the picnic pavilion and would like to pursue and apply for this grant. Grant applications are due March 29th, 2019 and the grant has been 95% complete at time of submitting this memo.

The award of this grant would allow for the construction of a 24' by 24' picnic pavilion with 12' x 24' storage attached to it along with concrete trails connecting the picnic pavilion to the playground area as well as the concession stand and restroom area at a 50% cost share with the DNR. The City's cost towards the project would be \$51,750.00.

At this time the total estimated cost for the entire project including picnic pavilion, storage area, sidewalks, picnic tables, and garbage receptacles is \$103,500.00.

Parks Superintendent Preston Stensrud presented the agenda item to Council.

Motion made by Councilmember Meister, Seconded by Councilmember Lozinski to approve Resolution Number 4601, a resolution to authorize staff to apply for MN DNR Outdoor Recreation Grant. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

**Call for a Public Hearing Regarding Proposed Property Tax Abatement at 305 and 307 Brussels Ct.**

Per M.S 469.1813 sub 5 The governing body of the political subdivision may approve an abatement under sections 469.1812 to 469.1815 only after holding a public hearing on the abatement.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to call for a public hearing for the proposed property tax abatement. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat  
Voting Abstaining: Councilmember Lozinski. The motion **Passed. 6-0-1**

**Commission/Board Liaison Reports**

Byrnes            No Report

Schafer            MERIT Center met and discussed several trainings that are being held.

Meister            No Report

Labat              No Report

DeCramer            Marshall Municipal Utilities met and passed a resolution regarding the local commitment of project funding for the Water Softening-Chloride Reduction project.

Labat              Police Advisory met and participated in oral interviews with applicants.

Convention and Visitor's Bureau met and discussion the rebranding agenda item. The CVB Board also started to review their audit.

Lozinski No Report

**Councilmember Individual Items**

Councilmember Lozinski commented on a meeting he attended reviewing open meeting law.

Councilmember Labat commented on the reception of the recent Town Hall Meetings.

Councilmember DeCramer provided discussion on reporting methods for snow removal, weeds, trees and more.

Councilmember Schafer commented on the Town Hall Meetings.

Councilmember Meister discussion future options for Tall Hall Meetings.

Mayor Byrnes commented on the recent river flooding events and the use of social media to communicate. Byrnes discussed the use of the Emergency Operation Center which is located at the MERICT Center as well as starting discussions with MAHA and their future plans at the Red Baron Arena.

**City Administrator**

City Administrator Sharon Hanson commented on a meeting regarding open meeting law.

**Director of Public Works**

Director of Public Works/City Engineer Glenn Olson would like to have a post flood review with staff. Staff will also be meeting with US Army Corps of Engineers and USGS will be visiting Marshall to review the river operations.

**City Attorney**

No Report

**Administrative Report**

There were no questions on the Administrative Report.

**Information Only**

There were no questions on the information items.

**Upcoming Meetings**

There were no questions on the upcoming meetings.

**Adjourn Meeting**

Motion made by Bayerkohler, Seconded by Councilmember Lozinski to adjourn. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
City Clerk