

**CITY OF MARSHALL**  
**EQUIPMENT REVIEW COMMITTEE**  
**M I N U T E S**  
**Tuesday, November 14, 2023**

MEMBERS PRESENT: Craig Schafer, Jim Lozinski, John Alcorn

STAFF PRESENT: E.J. Moberg, Director of Administrative Services; Jim Marshall, Director of Public Safety; Jason Anderson, Director of Public Works/City Engineer; Preston Stensrud, Park and Rec Supervisor; Dean Coudron, Public Ways Supervisor; Karla Drow, Finance Director and Steven Anderson, City Clerk.

Chairman Lozinski called the meeting to order at 3:30 PM

**Consider Approval of the Minutes**

No amendments were made to the minutes.

Motion by Alcorn, seconded by Schafer to approve the minutes as presented. All voted in favor. 3-0.

**Consider Capital Equipment Fund Requests**

Moberg began the discussion by explaining that there was roughly \$515,000 in requests for capital equipment for 2024 and the approved preliminary tax levy for capital equipment was \$300,000. Moberg presented the requests from Engineering, Fire Department, Parks Department, and Street Departments that were being requested:

Engineering survey equipment - robotic total station	39,500.00
Fire Dept utility vehicle (2013 Case IH Scout)	21,000.00
Fire Dept card reader entry system	30,000.00
Parks lawn mower - annual trade-in program 1	5,000.00
Parks lawn mower - annual trade-in program 2	5,000.00
Parks Ball Pro drag machine	20,000.00
Parks Ind Park picnic pavilion	39,726.00
Parks striping mower	32,500.00
Streets dump truck	239,000.00
Streets 2000 gal bulk fuel tank	12,500.00
Streets 15' pull-type mower	18,000.00
Streets steel roller (replace 1985 model)	40,000.00
Streets loader pallet forks	12,700.00

Moberg stated that of the \$1,400,000 of American Rescue Plan Act (ARPA) funds that were received \$282,000 was still available that could potentially be used to fund some of the capital equipment to meet the \$300,000 threshold. Members questioned what of the ARPA funds were already spent. \$150,000 was earmarked from last year to help get the 2023 levy down, \$468,000 was allocated towards the cost of acquiring land from Schwan's for the site of the new Aquatic Center, and \$500,000 was set aside for the possibility of purchasing the contaminated Helena Chemical site near the airport. The \$500,000 for Helena could be moved for possible economic development as well.

Lozinski questioned the card reader for the Police Department and UTV for the Fire Department. Marshall stated that the card reader was for the Fire Hall to better secure the building and to save staff time of having to manually rekey every door when someone leaves the Fire Department. Marshall also indicated that they were looking into tapping into the card reader that City Hall is utilizing and that would reduce the price of the \$30,000 card reader significantly. Lozinski asked Stensrud if it was possible to have the ball drag be rotated out similar to the lawn mower program that the Parks Department is currently utilizing. Stensrud would check with the dealer if it was something that could be done, but it more than likely wouldn't take effect until 2025 if it was possible. Alcorn mentioned the potential fund-raising campaign for additional features at the Aquatic Center and if some of those funds could be used towards the purchase of the pool land to free up some of the ARPA money. Lozinski asked what the possibility of persuading Senator Gary Dahms and

Representative Chris Swedzinski to have the Snow Removal Equipment building at the airport be added to the State Bonding Bill. Members discussed other cities that had projects added to the bonding bill. The discussion sparked debate about how areas in the Iron Range of Minnesota were able to get federal funding for fire trucks, and if it was possible for some of that funding to come to Southwest Minnesota.

Motion made by Schafer, seconded by Alcorn to use ARPA funds towards the Street Department Dump Truck request of \$239,000 and to levy the remaining capital equipment requests.

At 4:13 PM motion by Schafer, seconded by Alcorn to adjourn the meeting.

Respectfully submitted,  
Steven Anderson  
City Clerk