

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, February 10, 2026**

The regular meeting of the Common Council of the City of Marshall was held February 10, 2026, at City Hall, 344 West Main 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: Amanda Schroeder, James Lozinski, Craig Schafer, John Alcorn, See Moua-Leske (remote due to being out of town), and Amanda Schwartz. Absent: None. Staff present included: Sharon Hanson; City Administrator; Pamela Whitmore, City Attorney (remote); Jason Anderson, Director of Public Works/ City Engineer; E.J. Moberg, Director of Administrative Services; James Marshall, Director of Public Safety; Preston Stensrud, Park and Recreation Superintendent; and Steven Anderson, City Clerk.

Marshall Baseball Association - Legion Field Donation

Stensrud thanked the Marshall Baseball Association for donations given for improvements to Legion Field. Stensrud briefly reviewed the upcoming home dugout renovation project. Russ Sanow, Jarred Sanow, and Matt Suby were in attendance on behalf of the association and thanked the council for their continued support.

Consider Approval of the Minutes of the Meeting Held on January 27th

There were no requests to amend the minutes.

Motion made by Councilmember Schafer, Seconded by Councilmember Schwartz to approve the minutes from the meeting held on January 27, 2026. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Project ST-020: South 5th Street (Saratoga to Main) Reconstruction Project - 1) Public Hearing on Improvement; 2) Consider Resolution Ordering Improvement and Preparation of Plans

The project would be a complete street reconstruction of South Fifth Street from approximately 300-FT west of West Main Street to West Saratoga Street. Reconstruction included the intersection of West Saratoga Street and South Fifth Street, and work items included curb and gutter, driveway approaches, and sidewalks. Underground utility work included sanitary sewer main and services, water main and services, and storm sewer replacement. The reconstruction project was presented to the Public Improvement and Transportation Committee at their meeting on November 25, 2025. City staff also invited all property owners in the project area to a project informational meeting that was held on January 22, 2026. At a future City Council meeting, the City Council would be asked to pass a resolution that approves construction plans and specifications and authorizes staff to advertise for bids. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$1,219,345.00.

Kelly Schroeder, on behalf of her father Walter Schroeder, who owned several rentals on South Fifth Street, wanted to know the cost of the project for property owners, and when the costs would be assessed. Director Anderson reviewed the process for street reconstruction projects and provided estimated timelines.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski to close the public hearing. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Motion made by Councilmember Alcorn, Seconded by Councilmember Schafer to adopt Resolution 26-012 Ordering Improvement and Preparation of Plans for Project ST-020. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

General Obligation Bonds, Series 2026A. 1) Conduct a Public Hearing 2) Consider a Resolution Approving a Five-Year Street Reconstruction Plan and the Issuance of General Obligation Street Reconstruction Bonds

Director Moberg explained the city is authorized under Minnesota Statutes, Section 475.58, subdivision 3b to prepare a plan for street reconstruction or bituminous overlay of streets in the City over the next five years, which included a description of the street reconstruction or overlay to be financed, the estimated costs, and any planned reconstruction or overlay of other streets in the city over the next five years. Mikael Huot, Baker Tilly, continued the explanation that pursuant to the Act, the city may issue general obligation bonds to finance the cost of street reconstruction activities described in the plan. Before the approval of the street reconstruction plan and the issuance of any bonds under the Act, the city was required to hold a public hearing on the plan and the issuance of bonds. Following the hearing, the resolution would authorize approval of the street reconstruction plan and the issuance of general obligation street reconstruction bonds pursuant to the Act in the maximum principal amount of \$2,500,000 to finance the costs of the Project, as described in the plan.

No member of the public wished to speak during the public hearing.

Motion made by Councilmember Schroeder, Seconded by Councilmember Schafer to close the public hearing. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to adopt Resolution 26-013 Approving a Five-Year Street Reconstruction Plan and the Issuance of General Obligation Street Reconstruction Bonds. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

General Obligation Bonds, Series 2026A. 1) Conduct a Public Hearing 2) Resolution Approving Property Tax Abatement to Finance Certain Public Improvements in the City

The city proposed property tax abatement to aid in financing certain public improvements, including improvements to facilities within city parks (including the Legion Field restroom, concession and viewing area and Channel Parkway playground and irrigation), pursuant to Minnesota Statutes, Sections 469.1812 through 469.1815. The city intended to issue one or more series of general obligation bonds, a portion of which would be designated as tax abatement bonds, in the aggregate principal amount estimated not to exceed \$840,000 to pay the costs of the proposed projects. The abatement bonds were expected to be paid primarily through the collection of abatement revenues.

Motion made by Councilmember Schafer, Seconded by Councilmember Schroeder to close the public hearing. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Motion made by Councilmember Schafer, Seconded by Councilmember Schwartz to adopt Resolution 26-014 Approving Property Tax Abatement to Finance Certain Public Improvements in the City. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Approval of the Consent Agenda

There were no requests to remove any items from the consent agenda for additional discussion.

Motion made by Councilmember Schroeder, Seconded by Councilmember Schwartz to approve the items on the consent agenda as presented. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

- Frontline Warning Systems (outdoor warning sirens) Contract with the City of Marshall
- City of Marshall and Marshall Public Schools - School Resource Officer Agreement
- Declare Evidence from the Marshall Police Department as Surplus Property
- Consider Authorization to Declare Vehicles as Surplus Property for the Marshall Police Department
- Consider Approval of a 3.2% Off-Sale Malt Liquor License Transfer
- Consider Approval of Tobacco License Transfer to Farmward Cooperative
- Parking Revisions on Marvin Schwan Memorial Drive between W. College Drive and S. 1st Street - 1) Adoption of Ordinance Amending Section 74-130(b) of the City Code; 2) Resolution Authorizing Removal of Signage
- Consider Approval of the Bills/Project Payments

Consider Approval of Joint Powers Agreement Renewal with Marshall Public Schools

Administrator Hanson explained that the agreement was unique in the State of Minnesota as only two cities have a collaborative arrangement between a school and city for community education and recreation programs. The agreement didn't have a set renewal date but is generally brought before the City Council and School Board annually to be reviewed. The only change to the agreement was a change to reflect that the Marshall Public School Student standing position on the Community Services Advisory Board would not be appointed by the school board. The advisory board by-laws address the appointment process.

Motion made by Councilmember Schroeder, Seconded by Councilmember Lozinski to approve the Joint Powers Agreement with Marshall Public Schools relating to the establishment and operation of a jointly sponsored community education and recreation program and shared facilities use. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. Voting Abstaining: Councilmember Moua-Leske. The motion **Carried. 6-0-1.**

MERIT CENTER Grant Agreement

In 2023, the MERIT Center received \$2.25 million dollars from the State of Minnesota Management and Budget Office to aid in the construction of phase 3 of the MERIT Center project. The funding received at that time was not enough to complete all aspects of the phase 3 project which included the completion of the firearms training range and live burn prop. A recommendation from the State of Minnesota Management and Budget Office was to return to the legislature and change the language in the original bill to allow for the completion of the firearms training range with the awarded \$2.25 million dollars. In 2025, the original legislative bill was amended and approved. The agreement was a standard agreement the State of Minnesota uses for Capital Construction Grants and was worked on by city staff, reviewed by the City Attorney and Minnesota Management and Budget Office personnel. The goal for the completion of the firearms training range would be near the end of fiscal year 2027.

Motion made by Councilmember Schafer, Seconded by Councilmember Schwartz to Approve the Construction Grant Agreement for the MERIT Training Center Project. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Ag Plus Swenson Addition - 1) Approval of Preliminary Plat; 2) Resolution Approving the Final Plat

The purpose of this plat is to better describe parcels of land in this area and to better describe and identify access agreements across parcels. A public hearing was held on the preliminary plat at the Planning Commission meeting on July 10, 2024, with Planning Commission recommendation for approval of the preliminary plat to the City Council. The preliminary plat was initially introduced at the City Council meeting on July 23, 2024. The developer desired a pause following the introduction to pursue resolution of some title issues. Now with title concerns resolved, the developer proceeded with the platting process. The applicant has paid the \$300 escrow for direct costs relating to the plat and the difference will be refunded or billed to the applicant according to the current fee schedule

Motion made by Councilmember Schwartz, Seconded by Councilmember Schroeder to approve the Preliminary Plat of Ag Plus Swenson Addition. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Motion made by Councilmember Schafer, Seconded by Councilmember Schwartz to adopt Resolution 26-018 Approving Final Plat of Ag Plus Swenson Addition. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Project ST-001-2025: Bituminous Chip Sealing on Various City Streets – 1) Change Order No. 1; 2) Change Order No. 2 (Final); 3) Acknowledgement of Final Pay Request (No. 2)

The contract was awarded to Asphalt Surface Technologies Corp. (ASTECH) of St. Cloud. Change Order No. 1 was for 10 days of liquidated damage on the project (\$450.00/day), resulting in a contract decrease in the amount of (\$4,500.00). The items on Change Order No. 2 (Final) are the result of final measurements and changes in item quantities during construction, resulting in a contract increase in the amount of \$8,351.84. All work had been completed in accordance with specifications. The original contract/low bid amount was \$123,524.17. The actual authorized contract amount by the City Council at their meeting on May 13, 2025, was for an amount not-to-exceed the 2025 budgeted amount of \$165,000.00. The final contract amount was \$127,376.01, resulting in a net contract increase in the amount of \$3,851.84.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to approve Change Order No. 1, Change Order No. 2 and acknowledge payment of Final Pay Request (No. 2) in the amount of \$2,093.80 for Project ST-001-2025. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Consider Appointments to Various Boards, Commission, Bureaus, and Authorities and Nominate Members to the Charter Commission

The City Council conducted interviews prior to the regular meeting. Mayor Byrnes appointed the following:

Heather Anderson to the Community Services Advisory Board for a second term to end February 28, 2029.

Steven Thares to the Community Services Advisory Board for a second term to end February 28, 2029.

Brad Strootman to the Economic Development Authority for a second term to end May 31, 2032.

Nominations for members of the Charter Commission were to be given to the City Clerk.

Motion made by Councilmember Schafer, Seconded by Councilmember Schroeder affirm and appoint the members recommended by Mayor Byrnes. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Commission/Board Liaison Reports

Byrnes	Attended the Thousand Books before Kindergarten graduation ceremony at the library. Fire Relief association elected board members and reviewed fund balances.
Alcorn	No report.
Lozinski	No report.
Moua-Leske	No report.

Schafer Airport discussed the fuel system project, and the ILS was awaiting final certification from MnDOT Aeronautics which had a test flight scheduled later in February.

Schroeder No report.

Schwartz The Library Board discussed various events and upcoming offerings.

Councilmember Individual Items

Councilmember Lozinski promoted the local curling club in honor of the winter Olympics.

Thanked Mayor Byrnes and Administrator Hanson for attending the It Begins with Us conference.

City Administrator

Staff reviewed legislative items to be brought forward. An open meeting law training would be held on February 24 at the MERIT Center for all board and commission members.

Director of Public Works/City Engineer

Participating in a Municipal State Aid rule making committee that would be ongoing throughout the year.

City Attorney

No report.

Administrative Brief

There were no questions about the Administrative Brief.

Information Only

There were no questions about the Information Only items.

Upcoming Meetings

There were no questions or comments about the Upcoming Meetings.

Adjournment

At 6:19 PM Motion made by Councilmember Schafer, Seconded by Councilmember Schwartz to adjourn the meeting. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Attest:

City Clerk

Mayor