

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, October 25, 2022**

The regular meeting of the Common Council of the City of Marshall was held October 25, 2022, 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: Craig Schafer, Amanda Schroeder, Steve Meister, John DeCramer, Russ Labat and James Lozinski. Absent: None. Staff present included: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney; Jason Anderson, Director of Public Works/City Engineer; E.J. Moberg, Director of Administrative Services; Sheila Dubs, Human Resource Manager; Jim Marshall, Director of Public Safety; Lauren Deutz, EDA Director; Laura Wing, Payroll/Benefits Specialist; Quentin Brunsvold, Fire Chief; the Fire Department Aerial Apparatus Committee and Steven Anderson, City Clerk.

The Pledge of Allegiance was recited at this time.

Consider Approval of the Minutes from the Regular Meeting and Work Session Held on October 11, 2022

Motion made by Councilmember Meister, Seconded by Councilmember Schroeder to approve both sets of minutes from October 11, 2022. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Property Tax Abatement for Daisy and Tulip Holdings LLC 1) Public Hearing on Assessment; 2) Consider Resolution Granting Abatement

Economic Development Director, Lauren Deutz, gave background on the request for tax abatement from Daisy and Tulip Holdings LLC. Deutz informed the public that Daisy and Tulip is a subsidiary of D&G Excavating and had originally rented space throughout the City of Marshall to store equipment. Over time ownership changed and space was no longer available to rent. Daisy & Tulip LLC will be using the newly acquired property space to store equipment. Deutz did note that on the calculation page the total of \$34,462 was over a 10-year period and was not adjusted correctly. That amount should be \$9,628. Councilmember Labat asked for clarification on the wording for home tax abatement vs commercial tax abatement.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski to close the public hearing. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder

Motion made by Councilmember DeCramer, Seconded by Councilmember Labat to approve the abatement resolutions with minor wording corrections. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Approval of the Consent Agenda

Councilmember DeCramer asked that agenda item number 7) Contract with State of Minnesota and the City of Marshall for HAZMAT Services to Southwest Minnesota be pulled from consent.

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

- Introduction of Ordinance Amendment to Chapter 86, Article VI-1, Section 86-165 Structures in Residential Districts and Call for Public Hearing
- Consider Authorization to Declare Vehicles as Surplus Property for the Marshall Police Department.
- Consider Request of Prairie Home Hospice & Community Care for the Light Up the Night Parade on Friday, November 25, 2022.

- MPCA Memorandum of Understanding (MOU) for PFAS Monitoring Plan (Per- and Polyfluoroalkyl Substances).
- Consider Approval of the Bills/Project Payments

Contract with State of Minnesota and the City of Marshall for HAZMAT Services to Southwest Minnesota

Councilmember DeCramer wanted the public to be aware of that up to \$100,000 of services will be paid for by the State with no matching funds for training and equipment. Jim Marshall, Director of Public Safety, stated that the Chemical Assessment Team has been serving the Marshall area for 20 years, and that the 5-year contract with the State had ended in September. Fire Chief Brunsvold and Director Marshall put together a competitive bid and the CAT team will continue to serve our area under the Fire Department.

Motion made by Councilmember DeCramer, Seconded by Councilmember Schafer to approve the State of MN HAZMAT contract. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Marshall Fire Department Aerial Apparatus Replacement

Quentin Brunsvold presented the two bid recommendations to the city council. Both bid proposals provide discounts for prepayment, ranging from 3.68% (MacQueen) to 4.16% (General Safety). After meetings with city administration on funding, it was determined that prepayment is not a viable option. Proposed bonding would take place in 2025 when the apparatus is scheduled to be completed. Councilmember Lozinski brought forth concerns with financing related to the purchase of the truck. All councilmembers supported the purchase but required further dialog. Councilmembers and E.J. Moberg, Director of Administrative Services, discussed various options for financing. Hanson reminded everyone that the truck was originally slated for 2025 according to the Capital Improvement Plan. The truck vendor did indicate that there would be a price increase beginning in November. One of the grant requests options that is being looked at requires that no pre-payments be made. The Fire Department estimates the current truck could sell for \$50,000. The Fire Department still plans to approach Lyon County for ARPA money to go towards the truck.

Motion made by Councilmember Schafer, Seconded by Councilmember Schroeder to approve the aerial apparatus replacement. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Schroeder. Voting Nay: Councilmember Labat, Councilmember Lozinski. The motion **Carried. 5-2.**

2023 FEMA Assistance to Fire Fighters Grant

The Marshall Fire Department requested approval to apply for two FEMA AFGs (Assistance to Fire Fighters Grants). One to replace the fire department's portable and mobile radio systems. The other to purchase an Aerial Apparatus. The cost of the radio systems could be up to \$250,000. The cost of the Aerial Apparatus is \$1,470,838. A question was asked regarding how much the grants were written for. Brunsvold stated the grant is for the full amount asked and there is a 10% match by the requesting municipality which will be paid for with the general fund levy. The radios currently being used by the Fire Department were from 2012 and will be losing support by the end of 2022. Brunsvold believes the radios are still usable even if the grant is not approved. The current grant is asking for a radio for every seat in a truck, whereas right now it is about one radio for every other seat.

Motion made by Councilmember Meister, Seconded by Councilmember Lozinski to approve the Marshall Fire Department to apply for the two FEMA AFGs. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Consider Health and Dental Insurance renewals for 2023

Sheila Dubs, Human Resource Director, provided a brief overview of the insurance renewals and introduced Bill Chukuske the cities broker for health and dental insurance. Chukuske reiterated that a large amount of the information

was provided during the work session on October 11, 2022. Clarification from Dubs that employee dental is split 80/20 by the city.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to approve the 2023 health and dental renewals at cost-share Option A. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Project ST-015 / SP 4204-40): 2025 MnDOT College Drive Improvement Project - Consider Resolution for Municipal Consent and Layout Approval

Jesse Vlaminc, MNDOT Project Manager, presented the projects final layout. MnDOT is proceeding with plans to complete State Project 4204-40, Reconstruction of Hwy 19 from 4th Street to Bruce Street. In accordance with Minnesota Statute 161.164, MnDOT is submitting for City approval the project’s Final Layout Flap, identified as Layout Flap No. 1A, S.P. 4204-40. Layout Flap No. 1A is the result of the City’s request to include Bruce Street in the project plans. By including Bruce Street, the city can make necessary improvements to our water, sewer, and storm sewer systems. The City’s approval (municipal consent) is required for this project because it alters access (many accesses will be closed and / or altered to right in right out), requires acquisition of permanent rights of way (permanent right of way will be obtained to bring city alleys to city access standards). There will be alterations to pedestrian curb ramps and signal light improvements. Municipal consent of MnDOT projects is described in Minnesota Statutes 161.162 through 161.167. The estimated total cost for the city would be \$5,179,680.

Councilmembers had questions regarding alley closures and the eastbound turn lane from College Drive to Bruce Street. MnDOT District 8 was not awarded the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant but hopes to reapply for the funding.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to give municipal consent and approve the final layout from MnDOT. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Commission/Board Liaison Reports

Byrnes	No report.
Schafer	No report.
Meister	EDA met on October 19 and received a presentation from Marshall Public Schools on their referendum. The Market Street Mall was discussed, and Broadmoor Valley is asking for additional funds.
Schroeder	No report.
DeCramer	MMU received the 2023 draft report on cost of service. The three-year study is indicating no increase for electrical rate, and 5% on water. MMU also received a wage study report and are looking at implementation. Public Housing completed and passed an extensive inspection, a few items were noted in the report that will be followed up on.
Labat	CVB received presentation from Parks Superintendent Preston Stensrud on “Cultivating Play” and it was well received by the board. Prairie Jam was a success and plans are in motion to hold the event again next year. CVB asked to look at a possible ordinance change to include an additional hotel board member. Marshall Area Transit unfortunately lost drivers and now must suspend additional routes.

Lozinski No report.

Consider Appointments to Various Boards, Commissions, Bureaus, and Authorities

Mayor Byrnes requested to add an agenda item for appointments to various boards, commissions, bureaus, and authorities. Mayor Byrnes recommended that Dr. Quentin Fixes be appointed to the Airport Commission and Gabriel Pieper to the Planning Commission with a term date expiring 5/31/2025.

Motion made by Councilmember Meister, Seconded by Councilmember Schafer to approve the appointments to the airport and planning commissions. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Councilmember Individual Items

Councilmember Lozinski wanted additional information on the informational signs that are posted outside various cities along Highway 23. Lozinski noted that information signs for the MERIT center or the Red Baron Arena would be beneficial to the city. Administrator Hanson pointed out that the blue/white informational signs are paid by individual businesses. Council asked for follow up on the various types of sign possibilities for Marshall. October 31st is Halloween and Lozinski wanted to remind citizens to be careful and thoughtful of trick or treaters.

Councilmember Labat thanked the community services/parks departments. A request was made to the cable commission regarding Spectrum and a lack of service in parts of Marshall. Labat requested an update on the used car lot off Highway 23 near the AmericInn.

Councilmember DeCramer wanted to let the community know that the DEI commission has videos out on the city website and through Studio 1's channel for the general election on November 8th.

City Administrator

The recreation department has been looking into venues for pickleball activities. Meetings were held on personnel, staffing and benefits.

Director of Public Works/City Engineer

Updates were given on the chloride grant through MPCA. Approximately \$10,000 of expenditures were used on water softener replacements and updates. The program is loosening some of the requirements and will be open to other or older types of units. Project updates were given for: Baldwin Parking Lot, Halber Rd., First St., Greeley St., and Williams St. are awaiting final paperwork to close out the projects. The Rectangular Rapid Flashing Beacon (RRFB) signs should be in soon and installed. Some information and communication will be going out on how to use an RRFB. Bids were opened for the Channel Parkway Resurface project and came in higher than anticipated. Public Works and Finance staff are evaluating options.

City Attorney

No changes for the Helena property and the Attorney Generals Office mediation with Broadmoor Valley resulted in nothing of substance and will be heading back to courts.

Informational Only

Councilmember DeCramer commented that three members of MMU went to Florida to assist with the damage and landed themselves in Kissimmee. The Kissimmee Utility Authority wrote a thank you letter, and it was good to see. There were no questions on the Informational Only items.

Upcoming Meetings

There were no questions on Upcoming Meetings.

Adjourn

At 6:47 PM Motion made by Councilmember Schroeder, Seconded by Councilmember Lozinski to adjourn the meeting.
Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer,
Councilmember Labat, Councilmember Lozinski, Councilmember Schroeder. The motion **Carried. 7-0.**

Mayor

Attest:

City Clerk