

MINUTES
PUBLIC IMPROVEMENT/TRANSPORTATION COMMITTEE MEETING
JULY 14, 2026
3:30 PM

MEMBERS PRESENT: Craig Schafer, James Lozinski, John Alcorn

MEMBERS ABSENT: None

STAFF PRESENT: Jason Anderson, Director of Public Works/City Engineer; Geoff Stelter, Senior Engineering Specialist; Jim Marshall, Director of Public Safety; Sharon Hanson, City Administrator

OTHERS PRESENT: None

Call to Order

Schafer called the meeting to order at 3:32 pm.

1. Approval of Minutes

MOTION MADE BY LOZINSKI to approve the minutes of the June 23, 2026, meeting as presented, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 3:00.

2. Review Traffic Control in “Tree Street” Neighborhood

The “tree street” neighborhood has seen an increase in traffic due to construction this summer on College Drive from Bruce Street to Main Street. Since the closure of Bruce Street about a month ago, many vehicles have been using these streets as a ‘cut through’ to the Hill Street/College Drive intersection. This intersection has remained open, and it has provided good access across the construction project. With the increased traffic, Council members and City staff have received an increase in neighborhood complaints. The residents in the neighborhood have noticed many “near misses” at intersections in the neighborhood due to vehicles not yielding. To date, staff response has been to increase police presence in the neighborhood and to move the PD speed trailer into the neighborhood to bring attention to travel speeds through the neighborhood. Complaints regarding the lack of traffic control devices is not new to this neighborhood. Back in 2017, at the request of residents in the neighborhood, City Engineering staff performed a review of the existing traffic control. At the time, staff review recommended some adjustments for consistency in signing, but it was recommended to not add yield or stop control at intersections with Minnesota Street due to low traffic volume, low crash history, and no blind spots. The memo, minutes, and an exhibit from 2017 were presented in the packet. The purpose of this item is to review the conditions today, and discuss options moving forward. Director of Public Safety Jim Marshall and Director of Public Works/City Engineer Jason Anderson will be present to discuss these intersections. Staff will present crash history over the past year, and staff will review the roadway functional classification map in this area for good understanding of roadway network interconnectedness in and around this neighborhood.

Historical discussion was held regarding the location. Functional classification map presented and traffic flow discussed, as well as related MUTCD signage. Looked at traffic over 1,000 cars/day, traffic history, and unique sites. Mostly traffic is higher due to College Drive construction. City staff proposed to wait and see until College Drive project is complete. Installation of traffic counters discussed. Anderson commented on the hesitation or nonpopular yield signage due to tree locations in the intersection. Stop sign installation not meeting requirements/where they don’t belong tend to create roll-through intersections. Yield signs are in effect at every uncontrolled intersection. Schafer commented on temporary speed bumps. Anderson stated downside is holes in the street. There have been complaints and request for signage in many locations during this construction season. Anderson stated he could comment on this at tonight’s Council meeting with Schafer and Lozinski giving history, and Anderson will provide information on MUTCD requirements for signage as the general public may not be familiar with these requirements.

No voting on this item. Discussion to be held at Council meeting this evening.

3. Consideration for Sidewalk Markings on Downtown Sidewalks relating to Bicycle and Scooter Usage

At the most recent Marshall Downtown Business Association (MDBA) meeting, members of the MDBA discussed placing A-frames on sidewalks to educate on the proper use of bicycles and scooters. Staff have also mentioned other options internally such as painted stencils. Staff would like feedback and potential action to further promote and support the discussion of the MDBA.

Director of Public Safety Marshall presented the item. Placement of A-frames was discussed, and if frames don't block PAR (pedestrian access route), they may be acceptable. Hanson indicated designated bike lane is controversial. Bike trail network study discussed and discussions with MnDOT. Cities of Duluth, Rochester, and St. Cloud noted. Schafer proposed installation of sandwich boards and have DBA members put out in the morning and bring them in at night, as well as the option of stenciling. DPS Marshall gave a brief report on bike patrol. Discussion was held on staff time and repainting and how does it metastasize and continue. Lozinski proposed option to see what results of DBA are first. Schafer stated have DBA give report on how A-frames go. Anderson said there would need to be discussion on signage uniformity prior to placement.

Committee recommendation to allow the Marshall Downtown Business Association to install removable signage on sidewalks to further educate the public on the use of bicycles and scooters.

Other Business

Post Office Parking - Administrator Hanson indicated intern conducted a visual survey of the parking area intermittently over several days at various times of the day. Accessible parking stalls were available at all times. Minimal usage of the stalls. No further discussion will be held on this item.

Lozinski inquired on bollard replacement on College Drive.

Alcorn inquired on the lane closure at Jewett and College Drive.

Alcorn had inquired regarding the tall grasses on the roundabout. Discussion was held on the mowing, warranty and replacement of dead plants.

Adjourn

Being no further business, MOTION MADE BY LOZINSKI, SECOND BY ALCORN to adjourn the meeting. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0. Meeting adjourned at 4:14 pm.

Respectfully submitted,
Lona Rae Konold, Administrative Assistant