

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, July 28, 2026**

The regular meeting of the Common Council of the City of Marshall was held July 28, 2026, at City Hall, 344 West Main Street. The meeting was called to order at 5:30 P.M. by President Pro-Tem Craig Schafer. In addition to Schafer the following members were in attendance: James Lozinski, John Alcorn, See Moua-Leske and Amanda Schroeder. Absent: Robert Byrnes. Staff present included: Sharon Hanson; City Administrator; Zac DesAutels, City Attorney (remote); E.J. Moberg, Director of Administrative Services; Quentin Brunsvold, Fire Chief; Dean Coudron, Public Ways Supervisor; Katie Brusven, Adult Community Center Coordinator; and Steven Anderson, City Clerk.

Consider Approval of the Minutes of Meeting Held on July 14th

There were no requests to amend the minutes.

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to approve the minutes from July 14, 2026, as presented. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Project AP-051: Self-Propelled Runway Snow Blower for Airport – 1) Consider Award of Bids; 2) Authorization to Submit FAA Grant Request

The Airport was in need of a new Runway Snow Blower to ensure safe airport operations after snowfall events. The Airport's existing Runway Snow Blower was a 1983 model that is 43 years old and has reached the end of its useful life. Bids were received on July 9, 2026, with one bid from M-B Companies Inc. of Chilton, Wisconsin, in the amount of \$706,175.11. With Council authorization, City staff would submit for an FAA Airport Improvement Program (AIP) and Airport Infrastructure Grant (AIG) funding to total 95% of the equipment cost. In addition, staff would submit for State Airport Funds (SAF) in the amount of 2.5% of equipment costs. The remaining 2.5%, estimated at \$17,654.38, was proposed to be covered with local dollars. The Airport CIP included this project in the budget for \$900,000 in total cost (including State and Federal share of project expenses). Funding share for the purchase was estimated at \$634,500 federal and \$265,500 Bonding Levy. Costs came in below budget estimate because the federal grant required a smaller, less flexible machine to meet FAA funding criteria. Originally, staff proposed a "class IV" machine that could drop the blower and allow attachment of a broom or plow. The FAA only allowed for a "class III" machine, and the proposed machine would be a blower only.

Motion made by Councilmember Alcorn, Seconded by Councilmember Schroeder to award the contract for AP-051 to M-B Companies Inc. of Chilton, Wisconsin in the amount of \$706,175.11 contingent on pending grant funding. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to authorize staff to submit FAA Grants to cover up to 95% of the equipment purchase price. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Approval of the Consent Agenda

Motion made by Councilmember Schroeder, Seconded by Councilmember Alcorn to approve the items on the consent agenda. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

- Declare Fire Chief's 2015 GMC Yukon as Surplus Property
- Introduction of an Ordinance Amending Salaries and Compensation of Mayor and Councilpersons
- Consider Approval of a Temporary Liquor License for the Marshall Area Chamber of Commerce on August 25, 2026

- Consider Approval of the Bills/Project Payments

Adult Community Center Annual Update

Katie Brusven, Adult Community Center Coordinator, gave her annual report. Highlights included over 2,000 scheduled events, over 15,000 logged participants, a kitchenette installation, and goals for 2027.

Airport Lease Agreements: 1) WPA Hangar Short-Term Lease Agreement--Lease of City Owned Aeronautical Facilities with Southwest Aviation Inc. (Term: July 1, 2026-June 30, 2027); 2) FBO Long-Term Lease Agreement--Facility Lease and Fixed Base Operator's Agreement with Southwest Aviation, Inc. (Term: August 1, 2026-December 31, 2031)

Administrator Hanson provided historical background and need for a Fixed Base Operator (FBO). City staff worked toward completing lease agreements between the city and its FBO, Midwest Aviation, over a long period of time. The prior lease agreement had expired, and city staff worked to get new lease agreements into place. Midwest Aviation was responsible for supporting aircraft, passengers, and flight crews at the Marshall Airport through services such as fueling, parking, hangar space, ground handling, and related aviation support services. Included for consideration was a short-term lease agreement for the "WPA Hangar", located at 1602 W. College Drive—the furthest east building on the property, located near the highway. The lease agreement was a one-year lease with the FBO for the entire 8,000 sq ft of hangar area. The lease included a requirement to provide space for one aircraft from another business, Great Plains Application, for a limited monthly amount. The agreement would be for one year to see how the arrangement would work. Within the next year, staff planned to meet with the FBO and Great Plains Application to discuss the arrangement.

Members of the Airport Commission and Council liaison to the Airport Commission have been involved with discussions between the City and the FBO for a new five-year lease agreement, with four additional option terms for five-year extensions. Throughout the duration of the lease agreement negotiations, staff worked to establish a marketable rate for the hangars and buildings, while also acknowledging the contributions to the City and the airport that are provided by our FBO. Services provided by the FBO included staffing the Arrival/Departure building during typical workday hours, ensuring that the fuel dispensing station was functional, providing after-hours staffing for services on-call, providing fueling services by truck for aircraft as necessary, providing for aircraft repair and maintenance, and coordinating aircraft storage for transient aircraft. The buildings occupied by the FBO that are included with the long-term lease agreement included: office space in the Arrival/Departure Building, lobby/common space in the Arrival/Departure Building, 1985 Hangar, 2002 Hangar, Red Baron (hangar and paint booth only), and access to the parking lots and the existing fuel farm that was located on the airfield and owned and operated by the FBO.

Motion made by Councilmember Lozinski, Seconded by Councilmember Alcorn to ratify the short-term lease agreement for 1602 W. College Drive between Midwest Aviation and the City of Marshall. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to approve the long-term lease agreement with Midwest Aviation. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Commission/Board Liaison Reports

Byrnes	Absent.
Alcorn	No report.
Lozinski	No report.

Moua-Leske	DEI Commission received a presentation from the Hindi Store owner and also an update on their Juneteenth event.
Schafer	MERIT Center had a large number of bookings and classes since the beginning of the year. The commission was very excited for the continuation of the gun range project.
Schroeder	EDA reported that Tapestry had submitted their application to Minnesota Housing for grant funding to build an affordable housing complex on Legion Field Road.

Councilmember Individual Items

Councilmember Moua-Leske wished SWIF a happy 40th year anniversary and provided an update on The Splash! Aquatic Park.

Councilmember Schafer also talked about The Splash! Aquatic Park and thanked all of the people in the community that helped.

Councilmember Schroeder thanked all that assisted during the state baseball tournament that was held in Marshall.

City Administrator

National Night Out would be occurring on August 4th.

City Attorney

No report.

Information Only

There were no questions about the Information Only items.

Upcoming Meetings

There were no questions on the Upcoming Meetings.

Adjournment

At 6:15 PM Motion made by Councilmember Moua-Leske, Seconded by Councilmember Schroeder to adjourn the meeting. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Attest:

City Clerk

Mayor