

- UNAPPROVED -

**MINUTES
PUBLIC IMPROVEMENT/TRANSPORTATION COMMITTEE MEETING
OCTOBER 2, 2025
2:00 PM**

MEMBERS PRESENT: Craig Schafer, James Lozinski (via Zoom), John Alcorn

MEMBERS ABSENT: None

STAFF PRESENT: Jason Anderson, Director of Public Works/City Engineer; Eric Hanson, Assistant City Engineer; Geoff Stelter, Senior Engineering Specialist; Sharon Hanson, City Administrator; Scott Truedson, Wastewater Superintendent; Preston Stensrud, Park & Rec Superintendent; E.J. Moberg, Director of Administrative Services

OTHERS PRESENT: Ron Halgerson

Call to Order

Schafer called the meeting to order at 1:55 pm.

1. Approval of Minutes

MOTION MADE BY LOZINSKI to approve the minutes of the June 10, 2025 meeting as presented, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0.

2. Mosquito Control Discussion

Preliminary review shows that most cities who do mosquito control also test for population of mosquitoes to better dictate the types and amount of spraying. Reports by Metropolitan Mosquito Control for certain types of mosquito control have shown minimal effects to wildlife/aquatic species. We currently do not have a budget established for this program, we don't have equipment, nor are staff licensed to do our own spraying at this time. Any action would be for future consideration; reports are stating that mosquito population at the end of September is declining. Some initial survey of costs from other cities:

Brookings SD-up to \$100,000 (same square mileage/amount of water surface as Marshall)

Hutchinson MN-up to \$60,000 (less square mileage/more water surface)

Moorhead MN-up to \$237,000 (same square mileage/much more water surface)

For a full program-up to \$100,000 potentially.

For Independence Park alone-spraying is approximately \$2,000 per time

Preston Stensrud presented the item. The City does not provide this service currently as City does not have the equipment, license nor insurance. Historical information provided on various cities and application. There are a lot of variables in application and public perception. Schafer commented on passenger tire storage requirements. Ponding and tire storage are high breeding areas. Schafer provided information regarding Metropolitan Mosquito Control Commission and treatment process and data types provision. Application processes provided as well. Budget scenarios discussed and potential years (i.e., 2026 small area, 2027 line item). Discussed potential use of briquettes. Control in a public space would still require license. Anderson reiterated Stensrud's comments on the staff time involved in data tracking. Schafer commented on pilot program to see if it is effective to use a mutual request and pay someone else's staff time than do a pilot and based on that we decide if it makes sense to move forward and explore options.

LOZINSKI MADE A MOTION, SECOND BY ALCORN to have staff further explore the possibility of a pilot for 2026 mosquito control. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0.

3. Streambank Restoration Project

The purpose of the slope stabilization grant is to assist property owners with the cost associated with stabilizing their shoreline along the Redwood River. Slope stability improvements benefit the City of Marshall because the City utilizes the river for stormwater drainage for much of the city. Stability in the river ensures that soils are not lost and deposited into the channel, and it helps to ensure that trees are not lost to the river, requiring City removal.

Ultimately, this program will help protect water quality, maintain drainage capacity in the river, and help protect land values in our community; these are all goals of the Surface Water Management Utility. The included grant program document does not address the amount of cost participation. Staff recommend that the amount of cost participation should be determined annually by the City Council, and this can be addressed through the City Fee Resolution. Currently, staff recommend up to 50% cost participation and up to \$10,000 in grant funding per project. The total amount allocated in the budget can determine how many projects may be funded in a calendar year. Staff is also proposing that all projects would be reviewed by the PI/T Committee of the City Council, with the PI/T Committee making recommendation to the City Council for project selection and funding. Total impact to be determined by annual funding of the program. A minimum of \$10,000 in annual funding is recommended, to allow for at least one project at maximum funding annually.

Anderson presented the item. Staff put together a grant program City could fund annually. Acknowledgement of City that the river is a resource, not only for environmental but also drainage and the city plays a role in dynamics and change to the river but also play a significant role in providing river maintenance (i.e. tree removal, removal of blockage). Proposing this would be a grant program, submit project for consideration and City could elect fund up to 50% or maximum of up to \$10,000 for now. Determination would need to be made as far as one project a year, etc. Schafer requested clarification on City maintenance responsibility of the river. Anderson provided historical flood control project creation information. Schafer inquired on streambank work and need for DNR approval for work on public waters. Anderson confirmed that it is written explicitly in the program that DNR approval would be required. Anderson added it is written strictly as a monetary grant program and City is not facilitating the project nor administering but simply reimbursing. PI/T would be first review and then Council before release of funding. Alcorn inquired about dollar amounts. Administrator Hanson asked about DNR requirements for a permit. Committee commented on very few actions are allowed without a permit. Anderson noted one significant factor is materials used on the project. Ron Halgerson provided background on introduction of a pilot project at 112 Park Avenue. If there is forward movement, would need to encourage DNR support.

Anderson commented on Redwood River 1W1P program and there is a lot of coordination with local DNR and other agencies. Schafer discussed Redwood River Basin and sediment loads.

Mr. Halgerson said in a year's time the pilot project at 112 Park Avenue with climate conditions and weather in this season you can visually see where back yard has settled and riverbank has flushed sediment and there is alarm that cannot wait if property is to be saved. Administrator Hanson inquired if Area 2 had any funding, which Anderson indicated not for this program and even 1W1P isn't prioritizing stream riverbank stabilization. Administrator Hanson inquired on property owner obtaining DNR permit. Costs, feasibility, and agency participation discussed. Potential funding discussed if this was a WPA project and would there be funding from a higher source. Mr. Halgerson commented that wherever there is a possibility of bringing in additional funds would be pursued.

Schafer inquired on status of County participation based on City participation. Schafer commented that doing nothing does not move us forward and we have to come up with an idea to start with and if we show thoughtfulness in doing this there is a number of other groups that have similar desires for funding as Administrator Hanson indicated and look historically as far as Corps and federal funding. Schafer and Administrator Hanson proposed using this as a test pilot to show intent on the City's part. Anderson said could be added to the City MS4 plan to help meet the goals of flood protection and natural resource protection and this is only a small portion of the SWM budget.

Lozinski noted his position regarding this program and potential owners are aware of when they purchased the property and should be responsible for the preservation and extra expense for these properties. Alcorn asked how many property owners are along the river with the response there are hundreds.

Schafer asked about what City is responsible for due to flood control project and mentioned Skunk Hollow Road. Anderson answered with those areas that City is responsible.

MOTION MADE BY LOZINSKI to bring plan forward to Council for discussion amongst Council regarding program, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0.

4. South 1st Street & Southview Drive Intersection/Pedestrian Safety

A City Councilperson was approached about pedestrian safety at the intersection of South 1st Street and West Southview Drive. The intersection is an all-way stop intersection, and the citizen complaint stated that a child was nearly hit because a vehicle did not stop on Southview Drive. The citizen stated that this happens frequently, and it was requested that the City consider flashing lights around the stop signs. Engineering Department's initial reaction to this request is to consider a review of the intersection control at this location. It is highly unlikely that vehicular and pedestrian traffic counts justify an all-way stop condition at this intersection. A possible solution would be to remove the stop signs for West Southview Drive traffic, as this is the primary street in this location. It is likely that traffic does not respect the stop sign here and it is likely that traffic 'rolls' the stop sign because the South 1st Street traffic is insignificant by comparison to the West Southview Drive traffic. In other words, there isn't enough vehicular or pedestrian traffic on South 1st Street to justify stopping the West Southview Drive traffic. When regular Southview drivers get in the habit of 'rolling' the stop sign, they are more likely to make mistakes by habitually rolling through the stop sign, even when traffic presents itself on 1st Street. Staff does not recommend that we install flashing lights on the stop signs. If the PI/T Committee desires, City Engineering staff could further review this intersection to determine if changes are necessary. Staff could prepare a review memo for future presentation to this committee.

MOTION MADE BY LOZINSKI not to install flashing lights, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0. Discussion would be for Engineering staff to take a look at intersection regarding stop signs.

5. Marshall Main Lift Renovation

The Main Lift Station is located on Kossuth Street, in Justice Park. The facility was constructed in 1972, and continues to operate with original pumps. This lift station has served for over 50 years without major rehabilitation. The proposed lift station renovation project includes: - Removal of four vertical close coupled solids-handling pumps - Installation of four new vertical close coupled solids-handling pumps - Installation of new piping in the drywell structure. This includes new pump inlet and outlet isolation, 16" plug valves, and new 16" rubber flapper check valves - Installation of new power and control wiring between the existing motor control center and the new pumps - Painting of new valves and piping - Replacement of the diversion sluice gate - Demolition of the abandoned lift station structure that is adjacent to Main Lift Station - Bypass pumping during renovation work.

Truedson presented history of plant. Anderson indicated Council authorized staff to enter into agreement with Bolton & Menk, Inc. Truedson indicated backup is 1958 submersible. Current budget amount is \$1.26 million, but this is not final cost estimate. \$1.3 currently built in Wastewater capital budget along with rate plan.

MOTION MADE BY ALCORN for concurrence to the project to recommend to City Council the authorization to advertise this project for bids, SECOND BY SCHAFFER. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0.

6. Sewer Lining Project

City staff has identified numerous segments of public sewer main that would be good candidates for cured-in-place-pipe (CIPP) lining improvements. The CIPP method is trenchless, and good candidates are pipe segments that are not located in areas that are scheduled for reconstruction in the 10–15-year CIP. CIPP lining is considered a "structural lining", which means the final product can bear the weight of the ground above the pipe on its own. The final product is watertight, very smooth (results in excellent flow characteristics), and structural. Because this type of work is very specialized, City staff would like to engage a consultant engineer with staff that specialize in CIPP lining. This assistance will be critical to ensure that each pipe system is thoroughly reviewed for adequacy as a host pipe, that clear and defensible project plans and specifications are created, and that contractor construction is proper and meets standard. A proposal from Bolton & Menk for engineering services in the amount of \$129,786 is included in the packet. Sanitary sewer segments for consideration of lining are included in the attached map, and they are also listed in the attached files. Primary concern is the Elm Street, Walnut Street, and College Drive pipes. Additional candidate pipe systems are some backyard sewers in the Robert/Lawrence/Viking neighborhood. Other locations for consideration are a segment off Bruce Street between Lincoln/Washington, and an alley between Whitney and Hill. This project is currently identified in our CIP for \$1,600,000. It is staff's intent to ensure that this project is completed on budget or below

MOTION MADE BY LOZINSKI to recommend to City Council the approval of the engineering contract with Bolton & Menk for an amount not to exceed \$129,786, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0.

Lozinski signed off meeting at 3:02 pm.

7. N High Street Reconstruction Project (N 4th Street to Oak Street)

This project consists of the following work: complete street reconstruction of North High Street from N 4th Street to Oak Street, including curb and gutter, driveway approaches, and sidewalk replacement. Underground utility work consists of sanitary sewer replacement between 4th Street and 5th Street, water replacement between 4th Street and 6th Street, and storm sewer enhancements throughout the project. Also included is sanitary sewer replacement in the gravel alley that parallels High Street and is located between 5th Street 6th Street. Lastly, river slope enhancements will be made from the intersection of 4th/5th to a point north where the street begins to curve—roughly 150-FT of slope stabilization. The street section will be a typical Marshall residential street with 4” of bituminous surfacing over 12” class 5 gravel base, with geotextile fabric separation between the gravel base and the subgrade, and drain tile behind both sides of curb to ensure a well-drained street section. Sidewalk is located everywhere there are homes (not on river side with no homes) and it is proposed to go back where it is located today at 5-FT wide. The street widths are proposed as follows: - Between 4th and 5th: Existing is 43.5-FT as measured back of curb. Proposing 37-FT, which allows for two 11-FT travel lanes and two 7-FT parking lanes - Between 5th and 6th: Existing is 30-FT as measured back of curb. Proposing to replace at the same width, which allows for two 11-FT travel lanes and one 7-FT parking lane - Between 6th and Oak: Existing is 40.5-FT as measured back of curb. Proposing 30-FT, which allows for two 11-FT travel lanes and one 7-FT parking lane. Reducing width in this area will save cost by not providing parking along the river, and some reclaimed space will provide greater buffer from the river and some will provide for a deeper boulevard. With such a low volume road, staff believe this may be a good opportunity for reduce width. This project is identified in our CIP at \$1,650,050. This estimate does not include sanitary sewer replacement in the alley between 5th and 6th, and it does not include river slope stabilization work. These additional costs will be borne by the Wastewater Department and Surface Water Management Utility budgets, respectively. Costs will be further refined as we progress with project design.

MOTION MADE BY SCHAFER for PI/T Committee concurrence with the project considerations identified above.,
SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 2:0.

8. Project PK-012 / (SAP 139-090-007): East Lyon Trail Project

City staff secured a Transportation Alternatives (TA) (Federal) grant in 2023 in the amount of \$605,276 for the construction of this shared use path. TA grants require a local match of at least 20% of the project costs. City Engineering staff submitted a Letter of Intent for 2026 Active Transportation grant funds and on April 20, 2025, the City was awarded \$155,803 in State AT grant funding. The combination of federal and state grant funds are expected to cover the entire project cost. If project costs exceed grant funding, City staff would propose to utilize Municipal State Aid Street (MSAS) funds to cover these costs. In addition, staff would propose to utilize MSAS to cover engineering design costs. Included in the packet is a proposed route for the proposed concrete trail. The trail is proposed as 5” concrete over 4” class 5 granular base. The trail is proposed as 8-FT wide where a boulevard exists, and 10-FT wide where the trail abuts the street curb. Note that the trail parallels the north curb of E Lyon Street from Main Street to Kennedy Street. At this point, the trail crosses to the south side of E Lyon Street and parallels the south curb until the RRFB crossing of E Lyon Street near Parkside School. At this point, the trail crosses and follows the north curb line over to Jewett Street. Total construction cost estimate is \$761,078.75. The City has a Federal TA grant in the amount of \$605,276 and a State AT grant in the amount of \$155,802.75 to cover all construction costs. Engineering expense is estimated at \$121,772.60. Engineering expenses and construction costs in excess of grant awards will be covered by MSAS.

Anderson presented the item. Entire cost should be grant funded. Changes have been made to alignment since last presented. Reconfiguration of the median allows for a safer environment. Easement will be needed from the LDS Church and School is in favor of the layout. Alcorn indicated there was homeowner concern. Eric Hanson indicated revisions made to address these concerns and the intent would be to have another public meeting regarding the project. Eric Hanson indicated it would be the intent to have another public meeting. Anderson noted benefits of the project regarding City snow removal. Eric also indicated there would be further evaluation of the corner and that City staff would be walking along the path to ensure functionality. Anderson indicated this project would be back to PI/T regarding authorization to advertisement and bidding. Schafar commented regarding the sidewalks and trails that people moving makes the neighborhoods and neighborhoods make the community

MOTION MADE BY SCHAFER to recommend approval of trail design considerations and proposed alignment of the trail to City Council, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 2:0.

9. 2025 LRIP Solicitation (S 4th Street & Country Club Drive) (Susan Drive)

Local Road Improvement Program (LRIP) grants are now available for projects that are to be constructed in years 2026-2028. The 2025 LRIP appropriation is \$47,000,000 in general obligation bonds that is available for competitive grant solicitation. The maximum award is \$1,500,000 per project. LRIP funding does not require a specific local match, and funds are disbursed on a reimbursement basis—i.e., local entity must finance the cost 100% up front, and submit state aid pay requests for reimbursement as costs are incurred. The City was successful in securing \$1,250,000 in 2020-2021 LRIP funding to resurface Channel Parkway. This project was completed in 2023 and the LRIP funding covered nearly 90% of the project cost, with Municipal State Aid Street (MSAS) funding covering the remaining 10%. To be considered an eligible project, the following criteria must be met: - Must be a local street or highway - Must address a transportation deficiency and/or improve safety - Must be located on a local road that is impacted by a trunk highway project, or must be a regionally-significant route, or must be located on a County State Aid Highway City staff has identified two possible projects that may be eligible for LRIP funding. S 4th Street/Country Club Drive Reconstruction: this is a 2027 project on our CIP. We already have secured 2027 LRBP funding in the amount of \$550,000 and 2028 LRBP funding in the amount of \$274,000 for this project. Staff desires to utilize a concrete surface for this project and applying for additional LRIP funding would help to reduce the impact to our MSAS balance. Our current CIP lists this project at \$3,145,900, with an MSAS impact of \$1,266,800. An LRIP grant would be a significant benefit to our MSAS balance. Susan Drive Intersection Improvements: this project is not yet included on our CIP. This is an MSAS route and the pavement surface is nearing the end of its useful life. While we could simply mill and overlay this surface with MSAS funding, staff believes that this intersection could function more efficiently and safely if it is reconstructed over a smaller footprint. The preferred alternative is a reconfigured layout that clearly defines Susan Drive as the primary route by eliminating a stop sign and allowing Susan Drive to flow unimpeded up to the traffic signal at US 59. A secondary alternative is a tightened intersection that significantly reduces the width of the streets and the intersection by reducing the number of lanes on each leg of the intersection. The layout of the intersection is largely the same, functioning as a three-way stop. While staff prefers the reconfiguration, the neighboring business was opposed to this layout back in Fall 2023 when we approached them about the reconfiguration. At the time, they were still working to solidify building tenants, and they thought the change may impact their ability to lease the space.

MOTION MADE BY SCHAFFER to recommend that staff submit both S 4th/Country Club and Susan Drive tightened intersection as an alternative project for LRIP grant, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 2:0.

Other Business

School Speed Limit Zone Extension on South Saratoga Street – City staff will be making a slight adjustment to the school speed limit zone on the north side of the South Saratoga Street zone. Staff met with MPS Operations Director, at her request, to review the speed limit zone. A request was made to extend the school speed limit zone around 100-FT to the north to ensure that it covers the final school driveway. City staff determined that this was a minor and understandable request, and staff has agreed to make this minor adjustment.

Information only-no formal voting action taken on this item.

Adjourn

Being no further business, MOTION BY ALCORN, SECOND BY SCHAFFER to adjourn. ALL VOTED IN FAVOR. THE MOTION PASSED 2:0. Meeting adjourned at 3:38 pm.

Respectfully submitted,
Lona Rae Konold, Administrative Assistant