

MINUTES
COUNCIL WAYS & MEANS COMMITTEE MEETING
Wednesday, June 5, 2018 ~ 3:00 p.m.
City Hall

MEMBERS PRESENT: John DeCramer, Glenn Bayerkohler, Russ Labat

STAFF PRESENT: Sharon Hanson, City Administrator; Glenn Olson, Director of Public Works/ City Engineer; Jason Anderson, Assistant City Engineer/ Zoning Administrator; Annette Storm, Director of Administrative Services; Karla Drown, Finance Director; Dennis Simpson City Attorney and Kyle Box, City Clerk

The meeting was called to order by Chairman DeCramer at 3:00 p.m. DeCramer asked for approval of the April 18, 2019 minutes of the Ways and Means Committee Meeting. MOTION BY LABAT, SECONDED BY BAYERKOHLEK to approve the minutes. ALL VOTED IN FAVOR.

Chairperson DeCramer asked for discussion on the Enterprise Fleet Management Program. City Clerk Kyle Box presented the background information on the fleet management program and introduced Wong Nystrom, Senior Account Executive of Enterprise Fleet Management. Mr. Nystrom provided the details of the program to the Committee. Member Bayerkohler discussed the lease agreement and asked for examples of yearly depreciation. Member Labat asked for staff to review the number of vehicles needed by staff. There was continue discussion by the Committee and Staff.

MOTION BY BAYERKOHLEK, SECONDED BY LABAT, to table the item until the next Ways and Means meeting to review cost breakdown examples from Enterprise and to allow staff to review the vehicle replacement schedule. ALL VOTED IN FAVOR.

Chairperson DeCramer asked for discussion on the Fund Balance Policy. Director of Administrative Services, Annette Storm provided the background information on the item. Member Bayerkohler discussed that this item is in line with recommendations from the consultants who completed a long-term debt study of the City of Marshall. Member Bayerkohler added that this policy represents a pay-as-you-go model instead of bonding. Staff have amended this policy with reserves at 40%, which is within the Minnesota State Auditors recommendation (35%-50%). This policy represents a continued effort to reduced long term debt.

MOTION BY BAYERKOHLEK, SECONDED BY LABAT to approve the amended Fund Balance Policy to the City Council. ALL VOTED IN FAVOR.

Chairperson DeCramer asked for discussion on Special Assessments. Director of Public Works/City Engineer, Glenn Olson presented the agenda item. There was discussion by the Committee and Staff on the policy included, 50/50 driveway splits, remaining within the 429 bonding threshold and interest rates. Chairperson DeCramer asked for staff to review abnormal sized lots prior to 2020. Due to a time constrain the it was recommended to table the item until the next Ways and Means meeting.

MOTION BY BAYERKOHLEK, SECONED BY LABAT to table the item. ALL VOTED IN FAVOR.

MOTION BY LABAT, SECONDED BY BAYERKOHLE to adjourn the meeting. Meeting adjourned at 4:30 P.M. ALL VOTED IN FAVOR.

Respectfully Submitted,

Kyle Box
City Clerk