

**CITY OF MARSHALL**  
**CITY COUNCIL MEETING**  
**MINUTES**  
**Tuesday, August 26, 2025**

The regular meeting of the Common Council of the City of Marshall was held August 26, 2025, 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: See Moua-Leske, Craig Schafer, Amanda Schroeder, John Alcorn, Amanda Schwartz and James Lozinski. Absent: None. Staff present included: Sharon Hanson; City Administrator; Pamela Whitmore, City Attorney; Jason Anderson, Director of Public Works/ City Engineer; Quentin Brunsvold, Fire Chief; E.J. Moberg, Director of Administrative Services; Ilya Gutman, Plans Examiner; and Steven Anderson, City Clerk.

**Consider Approval of the Minutes of the Meeting Held on August 12**

There were no amendments to the minutes.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to approve the minutes from the meeting held on August 12, 2025. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

**Award of Quote for Asphalt Crushing**

The street department has a pile of chunked asphalt that would be crushed to be used for later applications or projects. One quote was received from Rogge Excavating from Ghent in the amount of \$5.95/ton, including mobilization. The work would be completed by November 30. The street department budget included \$40,000 for the project and would anticipate using the entire amount to crush as much asphalt as possible.

Motion made by Councilmember Schafer, Seconded by Councilmember Moua-Leske to award the quote for asphalt crushing to Rogge Excavating in the amount of \$5.95/ton, not to exceed \$40,000. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

**Approval of the Consent Agenda**

There were no requests to remove an item from the consent agenda for additional discussion.

Motion made by Councilmember Schroeder, Seconded by Councilmember Lozinski to approve the items on the consent agenda. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

- Consider Resolutions 1) Declaring Costs to be Assessed and Ordering Preparation 2) Calling for Public Hearing on Proposed Assessments for Unpaid Services, Ice, Snow and Weed Elimination
- Consider Approval to Declare 1994 Pierce Aerial Apparatus and Nozzles as Surplus
- Consider Request of Southwest Minnesota State University for Homecoming Parade (Saturday-October 11, 2025)
- Vacation of Right-of-Way on 500 Pleasant Street (Portion of Northwest Right-of-Way of Lot 6, Block 2, Eastman's Addition) - Receive Petition for Vacation and Call for Public Hearing
- Introduction of Ordinance Repealing and Replacing Division 86-VI-2 Signs and Amending Section 86-1 Definitions
- Consider Approval of a Temporary Liquor License for the Taste of Marshall
- Consider Approval of the Bills/Project Payments

**Ordinance Amending Chapter 22 Article VIII Licensing and Registration Requirements for the Sale of Intoxicating Cannabinoid Products**

The Office of Cannabis Management changed their process for licensing and will not issue a final license until after all local zoning confirmation, inspection and registration have occurred. Under the city's current ordinance registration can only occur after an active license has been issued by OCM. Considering this new change staff were recommending a change be made to be able to issue registration and comply with state law. Whitmore explained that proof of preliminary approval or being a qualified applicant was added to Section 22-223. The limit of two registration for cannabis retail licenses remained the same but under a tribal compact with the state an agreement was made to allow each Minnesota tribe to have up to eight retail locations off the reservation but would not count towards a local municipality's minimum registration requirements. Tribes would still have to comply with local zoning ordinances and register the same as other cannabis retailers. This change was also reflected in the recommended amendments.

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to adopt Ordinance 25-010 amending Chapter 22 Sections 223 and 225 related to the registration and sale of intoxicating cannabinoid products and authorized the city clerk to publish its summary publication. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

**Project PK-011 / S.P. 139-090-006: C Street/Southview Drive Trail Project - Consider Resolution Authorizing Execution of MnDOT Grant Agreement No. 1059790**

The project included the installation of a 10-FT wide concrete trail from C Street to Southview Drive that generally ran parallel with Progress Drive. The trail extends to the east along the south side of Southview Drive as an 8-FT wide concrete trail, ending at the intersection of Southview Drive and US 59/Main Street. Lastly, an 8-FT extension leads from the trail to the existing walk at Southview Elementary School to provide a link to the front door of the school. City staff secured a Transportation Alternatives (TA) (Federal) grant in 2020 in the amount of \$399,528 for the construction of the shared use path. In addition, City Engineering staff submitted for, and received, \$211,997 in 2025 Active Transportation (AT) (State) grant funds to cover the 20% local match that was required by the TA grant. The grant was written for a total project obligation of \$62,767.95 in state AT funds. Upon execution of the grant agreement, the city's AT funds would be available by reimbursement. The city had \$399,528 in TA grant and \$192,694.00 in AT grant funding secured for the project. Based on bids received, the current cost estimate was \$337,825.35 in construction costs, and \$54,052.06 in engineering costs (not grant eligible). Additionally, City staff has requested to advance up to \$75,000 in Municipal State Aid funds to help cover engineering fees and project costs more than grant awards. Engineering costs, as well as any construction costs that go above grant amount, would be funded with municipal state aid street (MSAS) funds, as requested by Resolution 25-007 in the amount of \$75,000 for this project.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to adopt Resolution 25-064 Authorizing Execution of MnDOT Grant Agreement No. 1059790. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz Voting Abstaining: Mayor Byrnes. The motion **Carried. 6-0-1.**

**Commission/Board Liaison Reports**

Byrnes                      No report.

Alcorn                      No report.

Lozinski                      MMU received the bond monies for the generator project. Pete Wyffels was hired to replace Dave Schelkoph as General Manager. Schelkoph would be celebrating his last day before retirement on August 29<sup>th</sup>.

Moua-Leske	No report.
Schafer	No report.
Schroeder	Planning commission discussed upcoming changes to the sign ordinance and EDA reviewed their strategic plan.
Schwartz	No report.

#### **Councilmember Individual Items**

Councilmember Lozinski requested that vehicles remember to stop for the RRFB's when they are flashing. Lozinski also encouraged citizens to talk to him about budgets and ideas that they have.

Councilmember Schafer echoed Councilmember Lozinski's encouragement of citizens to call and share opinions.

Mayor Byrnes recalled the various weather events that happened recently and praised the successful annual Sounds of Summer event.

#### **City Administrator**

Councilmember Moua-Leske received an award from the Literacy Action Network. Hanson and Councilmember Schwartz toured the YMCA.

#### **Director of Public Works/City Engineer**

Project updates were given on: Highway 19/College Drive, chip sealing, RRFB installation on A Street and Main, bike trail extension and realignments.

#### **City Attorney**

Provided updates on the ongoing litigation regarding Schierholz and Associates and Broadmoor Valley Mobile Home Park.

#### **Information Only**

There were no questions about the Information Only items.

#### **Upcoming Meetings**

There were no questions or comments about the Upcoming Meetings.

#### **Adjournment**

At 5:51 PM Motion made by Councilmember Schwartz, Seconded by Councilmember Lozinski to adjourn the meeting. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Attest:

---

City Clerk

---

Mayor