

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, May 12, 2026**

The regular meeting of the Common Council of the City of Marshall was held May 12, 2026, 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: James Lozinski, John Alcorn, Craig Schafer, Amanda Schroeder, See Moua-Leske (remote due to being out of town), and Amanda Schwartz. Absent: None. Staff present included: Sharon Hanson; City Administrator; Pamela Whitmore, City Attorney (remote); Jason Anderson, Director of Public Works/ City Engineer; E.J. Moberg, Director of Administrative Services; Jim Marshall, Director of Public Safety; Preston Stensrud, Park and Rec Supervisor; Emilie Larson, City Administrator Intern; and Steven Anderson, City Clerk.

Introduction of City Administrator Intern

Administrator Hanson introduced her intern, Emilie Larson. Larson's internship was being paid for by a grant through the Minnesota City/County Management Association.

2026 Dr. Robert A. Barrett Award for Management Excellence

City Administrator Hanson, had been selected as the recipient of the 2026 Dr. Robert A. Barrett Award for Management Excellence, presented by the Minnesota City/County Management Association (MCMA). The Barrett Award is MCMA's highest honor and recognizes outstanding service to the profession of local government management.

Consider Approval of the Minutes of the Local Board of Appeal and Equalization on April 21st and Council Meeting Held on April 28th

There were no requests to amend the minutes.

Motion made by Councilmember Lozinski, Seconded by Councilmember Alcorn to approve the minutes from April 21 and April 28, 2026, as presented. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Acceptance of Quote for Concessions Equipment for The Splash – Marshall Aquatic Park

New concessions equipment was needed and budgeted as part of the construction budget and operations of the new aquatic center. The new concession equipment will provide a larger variety of food options for patrons that include more hot food options. City staff had been working with the Performance Foodservice of Marshall to provide this equipment and enhance the menu at the new facility. Total cost of the equipment was approximately \$60,376. Staff would like to get equipment ordered to ensure installation and staff training on the equipment is ready prior to opening the new facility. Currently, the concessions equipment budget line item has \$60,000 allocated. Other line items such as the PA System and Sound were significantly under budget and would make up the difference.

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to accept the quotes for concession equipment for The Splash – Marshall Aquatic Park from Performance Foodservice of Marshall. 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 Schwartz 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 Approval of a Raffle Permit for Pride in the Tiger Foundation
- Set Public Hearing Date for MS4 Permit Program Summary of the 2025 Activities
- Consider Authorization to Declare Vehicles as Surplus Property for the Marshall Police Department
- Consider Approval of the Bills/Project Payments

Consider Authorization to Advertise for Demolition of Aquatic Center at 400 W College Drive

City staff are prepared to move forward with demolition work at the existing (old) pool site. Staff plans to allow work to begin in the fall, following the closure of the pool for the season. Staff’s intent would be to allow the work to occur into early 2027 to ensure that we allow contractor’s enough time to fit the work into their schedules. The work generally included: removal of the chain link fencing; removal of the pool deck areas; removal of the pump house; removal of the pool basins; removal of all above-ground structures; removal of footings/foundations in the pool area to a minimum depth of 4-FT below the surface; removal of existing piping and appurtenances that are located within 4-FT of the ground surface. The work does not include removal of the existing bathhouse/pool building. Parks staff desired to maintain the existing building on site for possible future use for storage or other possible uses.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski to authorize advertisement for bids for the demolition of the aquatic center located at 400 West College Drive. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Consider Appointments to Various Boards, Commission, Bureaus, and Authorities

The council met prior to the regular meeting to conduct interviews for open positions on boards and commissions. Mayor Byrnes appointed the following:

- Matt Pedersen to the Marshall Municipal Utilities Commission with a term to expire May 31, 2031.
- Jim Muchlinski to the Adult Community Center Commission with a term to expire May 31, 2029.

Motion made by Councilmember Alcorn, Seconded by Councilmember Schroeder to confirm the appointments made by Mayor Byrnes to the Marshall Municipal Utilities Commission and Adult Community Center Commission. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

Recognition of Amanda Schwartz

Councilmember Schwartz will be moving out of the community before the next regular meeting. Mayor Byrnes thanked Schwartz for her dedication and community involvement over the years.

Commission/Board Liaison Reports

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| Byrnes | No report. |
| Alcorn | No report. |
| Lozinski | No report. |
| Moua-Leske | No report. |
| Schafer | Airport Commission continued discussions about the fuel farm relocation project. |
| Schroeder | No report. |

Schwartz No report.

Councilmember Individual Items

Councilmember Alcorn spoke at the Adult Community Center.

Mayor Byrnes mentioned the SMSU graduation over the weekend. The city is continuing ongoing efforts to replace trees lost by Emerald Ash Borer. The tree replacement program has opened a bit more and would reimburse \$100 per tree up to four trees per property. There were also funds available for tree removal.

City Administrator

The second year of the Citizens Academy finished on May 12th. Staff were planning to hold off a year before opening registrations in 2028 in hopes of having larger participation. Staff also met with the Fixed Base Operator at the municipal airport to continue ongoing lease negotiations.

Director of Public Works/City Engineer

Updates were provided on the following projects: Highway 19/College Drive; South Fifth Street reconstruction; public open house for J-Turn on Highway 23 and Tiger Drive.

City Attorney

Updates were given on legislative items.

Administrative Brief

There were no questions about the Administrative Brief.

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 6:05 PM Motion made by Councilmember Schwartz, Seconded by Councilmember Schroeder 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