

**CITY OF MARSHALL  
EQUIPMENT REVIEW COMMITTEE  
M I N U T E S  
Monday, May 9, 2024  
10:00 AM**

MEMBERS PRESENT: Jim Lozinski, John Alcorn, and Craig Schafer

STAFF PRESENT: Jason Anderson, Director of Public Works/City Engineer; Eric Hanson, Asst. City Engineer; E.J. Moberg, Director of Administrative Services; and Dean Coudron, Public Ways Supervisor.

Chairman Lozinski called the meeting to order at 9:46 AM

**Consider Approval of the Minutes**

Motion by Alcorn, seconded by Schafer to approve the minutes as presented. All voted in favor. Motion passed 3-0.

**Tractor/Loader for Airport**

Anderson explained that this was a continuation of the grant funded that came up before for the skid loader at the SW MN Regional Airport. The agreement with MnDOT aeronautics was very last minute and if approved would need to be submitted by May 31<sup>st</sup>. The grant agreement would be a 70/30 split with the 30% belonging to the city. Anderson had been in talks with Moberg about a funding source. Moberg confirmed that the account that the tractor would be purchased from had sufficient balance and would not impact the levy for 2025. The previous tractor was a John Deere and had an estimated trade value of \$42,965. Staff would prefer to replace the current tractor with another John Deere but would seek quotes from CAT and Case if the minimum specifications were met. Lozinski asked about auctioning the tractor instead of a straight trade. Anderson said because it was a grant a clean trade would be preferred in this situation.

Motion made by Schafer, seconded by Alcorn for staff to request quotes from CAT and Case and to bring the quotes for council recommendation on May 28<sup>th</sup>. All voted in favor. Motion passed 3-0.

**Robotic Total Station for Engineering Department**

Eric Hanson led the discussion by explaining what the robotic total station was and what it was used for. The state bid price for the unit came to \$39,650 and the engineering department had budgeted \$39,500. Senior Engineering Specialist Geoff Stelter had done the research and comparisons on various units and found the proposed unit to meet the needs of the department and wasn't grossly over budget. The newer unit would only require one person to operate and was the industry standard for surveying, staking and as-builts. Staff recommended to surplus the old total station for auction as the quoted prices for trade was very low.

Motion made by Schafer, seconded by Alcorn to bring the Robotic Total Station for council recommendation. All voted in favor. Motion passed 3-0.

**Adjourn**

Motion by Schafer, second by Alcorn to adjourn the meeting. All voted in favor. Motion passed 3-0. The meeting was adjourned at 10:07 a.m.

Respectfully submitted,  
Steven Anderson  
City Clerk