

**CITY OF MARSHALL
WORK SESSION
M I N U T E S
Wednesday, August 25, 2021**

The work session of the Common Council of the City of Marshall was held August 25, 2021, at City Hall, 344 West Main Street. The meeting was called to order at 4:30 P.M. by Mayor Robert Byrnes. In addition to Byrnes the following members were in attendance: Craig Schafer, Steve Meister (5:10 PM), John DeCramer, Russ Labat, and James Lozinski. Absent: Don Edblom. Staff present included: Dave Parsons, City Assessor; Annette Storm, Director of Administrative Services; Karla Drown, Finance Director; Jason Anderson, Director of Public Works/ City Engineer; Scott VanDerMillen, Director of Community Services; Preston Stensrud Park Maintenance Superintendent; Bob VanMoer, Wastewater Treatment Facility Superintendent; Dean Coudron, Public Ways Superintendent; Sheila Dubs, Human Resource Manager, and Kyle Box, City Clerk.

2022 Budget

Director of Administrative Services, Annette Storm introduced the agenda item and Dave Parsons, City Assessor to provide updated tax info and how it corresponds with the 2022 budget.

Director Storm provided additional information on the general, debt service, capital improvement, EDA, and street levies.

There was additional discussion on the Comparable Worth Study currently taking place and the potential levy impacts. Human Resource Manager Sheila Dubs provided a brief update as to where the Comparable Worth Study is at.

Director Storm commented on other levy impacts such as COLA, Health Insurance, LGA, Reserve spending, debt reduction, tax abatements, EDA, and the Library.

Assessor Parsons further discussed the updated tax capacity for the City of Marshall.

Staff asked for additional direction and where council would like to see the final levy. Member Schafer commented a 5% levy increase with 1% coming from the Liquor Store. Member Lozinski commented in favor of a 6% levy increase (1% coming from the liquor store). Member DeCramer commented in favor of a 7% levy increase (1% coming from the liquor store).

PK-001: Independence Park Trail Replacement Project – Consider Award of Bids.

The multi-use trail within Independence Park is a bituminous-surfaced trail that is approximately 10-FT wide that travels throughout the entire park. The trail pavement is in poor condition and several areas do not meet ADA requirements. There are numerous locations where surface defects make the trail difficult to traverse, and numerous other locations where trail cross slopes are severe, resulting in hazardous conditions.

At the August 10, 2021, meeting, City Council authorized staff to advertise for bids. On August 24, 2021, bids were received for the above-referenced project. Five bids were received as shown on the attached resolution awarding contract.

The apparent low bidder is A&C Excavating, LLC of Marshall, MN with a total bid amount, including Alternates 1 & 2 of \$410,358.60. A&C Excavating, LLC is the low bidder for all award options that may be considered. Based on the advantageous pricing received, city staff recommends to award both project alternates.

At the August 24 Council meeting the action was tabled until this work session to review the option to transfer funds from the liquor store to help pay for this project.

There was a consensus from the council to transfer funds from the liquor store to assist with additional levy reduction and to fund this project. Staff will come back to the next regular council meeting with a resolution authorizing the fund transfer.

Motion made by Councilmember Lozinski, Seconded by Councilmember Meister that the Council authorize award of the project, including project alternate 2, to A&C Excavating, LLC of Marshall, MN in the amount of \$375,659.10. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

Adjourn

At 5:52, PM., Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski to adjourn. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**