

**CITY OF MARSHALL  
CITY COUNCIL MEETING  
M I N U T E S  
Tuesday, January 28, 2025**

The regular meeting of the Common Council of the City of Marshall was held January 28, 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: Craig Schafer, See Moua-Leske, John Alcorn, James Lozinski, Amanda Schwartz and Amanda Schroeder. Absent: None. Staff present included: Sharon Hanson; City Administrator; Pamela Whitmore, City Attorney; Jason Anderson, Director of Public Works/ City Engineer; E.J. Moberg, Director of Administrative Services; Preston Stensrud, Park and Rec Supervisor; and Steven Anderson, City Clerk.

**Consider Approval of the Minutes from the Meetings Held on January 14**

There were no amendments to the minutes from the meetings held on January 14, 2025.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to approve the minutes from January 14, 2025. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

**Authorization to Purchase (2) Toro 3500-D Striping Mowers for the Parks Department from MTI Distributing of Brooklyn Park, MN and declare (2) existing Toro 3500-D Striping Mowers surplus**

Stensrud explained that the replacement of the two Toro mowers was included in the Capital Improvement Plan. Both mowers were budgeted for \$32,500 each after trade-in, one was budgeted for 2024, and the another was for 2025. These specialty mowers are critical to maintaining our performance ball fields and allow for lower mower heights and a superior cut than a typical mower. MTI Distributing is the sole state contract holder for commercial grade Toro turf equipment and are the only dealer that can provide this piece of equipment. The pricing given was from the 2023 State Contract and MTI had agreed to hold that pricing due to the long lead times on the mowers. Staff were confident that selling the equipment through public auction would generate a higher value than the trade-in value offered and would like to explore that route. With the current allowed trade-in, the purchase of both mowers would be under budget. A sale exceeding the price of the trade-in would be cost savings to the City of Marshall. Councilmember Lozinski noted that the city's lease with regular mowers cost more than these mowers over their useful life and the lease program was saving the city money. Stensrud also mentioned that having a well-maintained field and a quality cut was a key to hosting state tournaments and these mowers were much easier and cheaper to maintain than reel mowers, which would have been the other alternative.

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to authorize staff to purchase two Toro 3500-D striping mowers from MTI Distributing of Brooklyn Park MN and to sell the replaced mowers at public auction. 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**

Motion made by Councilmember Schafer, Seconded by Councilmember Schroeder 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 Lease Agreement with Lutheran Social Services
- Consider Request of the Marshall Downtown Business Association for the St. Patrick's Day Parade on Saturday-03/15/2025
- Consider Approval of the Bills/Project Payments

**Authorize the Advertisement of Bids for the Revised Proposed Marshall Aquatic Center**

Administrator Hanson briefly went over the history of the aquatic center. With the rejection of the bids during September 10, 2024, council meeting, the council directed staff to look at a redesign and construction management approach. Contegrity Group Inc and Stockwell Engineering had since worked on a re-designed plan that was presented on December 10, 2024. Stockwell, Contegrity and city staff were to review the 95% specifications and plans on January 30<sup>th</sup> and would like the city council to allow the advertisement of bids to stay on track for a March 11th bid opening. David Locke from Stockwell Engineering reviewed the elements of the base plan. Locke then presented the various alternatives that were broken into smaller segments to hopefully allow more leeway in future expansion. The main alternative to be considered would be to have pipe and underground work put into place ahead of time instead of needing to tear up existing concrete which would drive up costs. Pete Fillipi of Contegrity Group went over the proposed project timeline and key dates. Hanson added that the proposed budget that was presented on December 10, 2024, had not changed and with the redesign keeping inline with the main desired elements of the citizens of Marshall the project was still projected to be \$600,000 over budget. As a result, the city council did authorize the use of \$655,000 of ARPA funding to be used towards the aquatic center to offset the overage. Filipi concurred with Hanson and shared that Contegrity was hoping to break the project into small enough parts that local contractors would be interested in which could help drive costs down.

Motion made by Councilmember Moua-Leske, Seconded by Councilmember Alcorn to authorize advertisement of bids for the revised plans of the aquatic center. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

**Project ST-002-2025: Bituminous Overlay Project - Consider Authorization to Advertise for Bids**

Director Anderson indicated the project estimate for mill and overlay was \$622,200, which included all streets listed and ADA sidewalk ramp work. The 2025 Capital budget included \$650,000 for the project. If the bids were to come in under bid Anderson included four additional streets for consideration.

Southview Court (Edge Mill) to Southview Drive to Southview Drive  
DeSchepper Court (Edge Mill) to DeSchepper Street  
DeSchepper Court Leveling to DeSchepper Street  
Commerce Circle (Edge Mill) to Carlson Street to Carlson Street  
Mall Street (Mill All) to Jewett Street to Mall Parking lot  
Mall Street (Edge Mill) to Mall Parking Lot to Clinic Driveway  
Jefferson Avenue (Mill All) to Bruce Street to Van Buren Street  
Jefferson Circle (Mill All) to Jefferson Avenue to Jefferson Avenue  
Jefferson Circle Leveling to Jefferson Avenue to Jefferson Avenue  
Lawrence Street (Mill All) to Maple Street to Southview Drive  
Gray Place West (Mill All) to South 1st Street to Lawrence Street  
Marvin Schwan Memorial Dr. (Mill All) to W. College Drive to S. A Street  
S.1st Street (Mill All) to E. Main Street to Marvin Schwan Memorial Drive

Councilmember Lozinski commented that he would like to not add alternative streets and if the bids came in under budget to use the savings for the following year. Councilmember Alcorn rebutted that he would like to include the additional streets if the bids came underestimate as costs rarely come down. Mayor Byrnes clarified with Anderson that over the last couple of years the additional streets had not been included with overlay projects. Lozinski noted that typically additional streets were added to sealcoat projects as they were more cost effective.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to authorize advertisement of bids for Project ST-002-2025 Bituminous Overlay that excluded alternate streets. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer,

Councilmember Schroeder, Councilmember Schwartz. The motion **Carried. 7-0.**

**Project AP-011: WPA Hangar Apron & Taxi Lane Reconstruction Project - Consider Professional Services Agreement with TKDA**

The existing Works Progress Administration (WPA) Hangar Apron and Taxi Lane pavements are 30 years old and have reached the end of their useful life. The pavement was in poor condition with distress types summarized as alligator cracking, transverse cracking, patching, and surface weathering. The pavement would require full reconstruction to continue safely serving airport operations. The project would reconstruct 8,830 square yards of Taxi Lane D, Taxi Lane H and the WPA Hangar Apron pavement and include grading & drainage improvements, pavement markings, aircraft tie-downs, and turf establishment. The airport capital improvement plan included the project in the budget for \$750,000 in total cost (including State and Federal share of project expenses). The current estimated funding share for this project was \$135,000 Federal, \$427,500 State, and \$187,500 local. TKDA would be creating construction cost estimates for concrete and bituminous surfacing for City consideration. Pursuant to the Professional Services Agreement dated March 10, 2020, TKDA was hereby authorized to proceed with the engineering services in connection with the WPA Hangar Apron & Taxi Lane Reconstruction Project at the airport. Under the agreement, this individual project required Council approval. Councilmember Moua-Leske asked how the presidential executive order freezing all federal funding would affect the project. Attorney Whitmore pointed out that within the past few hours a judge issued a temporary restraining order on the federal funding freeze. More information would come to light in the next few days. Councilmember Lozinski questioned where the local cost of \$70,000 was to come from as this was not a budgeted item in 2025. Moberg indicated the fee would be paid out of reserves until it would be reimbursed through federal funding.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to approve the Professional Services Agreement with TKDA on Project AP-011 WPA Hanger Apron and Taxi Lane Reconstruction. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder, Councilmember Schwartz. Voting Nay: Councilmember Lozinski. The motion **Carried. 6-1.**

**Commission/Board Liaison Reports**

Byrnes	No report.
Alcorn	No report.
Lozinski	No report.
Moua-Leske	DEI Commission discussed using a consensus decision making process instead of Robert's Rule of Order. DEI also discussed Juneteenth and the It Begins with Us program to held at SMSU.
Schafer	No report.
Schroeder	EDA was informed that Marshall's was still on track to open this spring and Solugen also provided an update.
Schwartz	No report.

**Councilmember Individual Items**

Councilmember Schafer noted the number of UTVs using US Highways such as Main Street and College Drive. Per city ordinance these streets are not to be used by UTVs. Also, the number of underaged citizens using ATVs illegally seems to be increasing.

Mayor Byrnes mentioned that the city recently held its annual employee recognition event and the fire department also held theirs. Lona Rae Konold was the recipient of the Employee of the Year award and Preston Stensrud received the Firefighter of the Year.

**City Administrator**

Staff had been working on the upcoming projects for 2025 and are already working on the 2025 budget and levy.

**Director of Public Works/City Engineer**

R&G Construction was awarded the bid for the MnDOT College Drive reconstruction project which was one of the largest projects in our district. In February MnDOT Aeronautics would be hosting a meeting to discuss a Minnesota Electric Aviation Network study.

**City Attorney**

No report.

**Information Only**

There were no questions or comments about the Information Only items.

**Upcoming Meetings**

There were no questions or comments about the Upcoming Meetings.

**ADJOURN**

At 6:07 PM Motion made by Councilmember Lozinski, 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

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Mayor