

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, September 08, 2026**

The regular meeting of the Common Council of the City of Marshall was held September 8, 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: Craig Schafer, James Lozinski, John Alcorn, See Moua-Leske and Amanda Schroeder. Absent: None. Staff present included: Sharon Hanson; City Administrator; Zac DesAutels, City Attorney; E.J. Moberg, Director of Administrative Services; Dean Coudron, Public Ways Supervisor; Ilya Gutman, Plans Examiner; and Steven Anderson, City Clerk.

Approval of the Agenda

Mayor Byrnes took a vote to add Consider Appointment to Board/Commission to the agenda.

Motion made by Councilmember Schafer, Seconded by Councilmember Moua-Leske to add the agenda item. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. Abstaining: Councilmember Lozinski. The motion **Carried. 5-0-1.**

Consider Approval of the Minutes of the Meetings Held on August 25th

There were no requests to amend the minutes.

Motion made by Councilmember Schafer, Seconded by Councilmember Schroeder to approve the minutes as presented. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Consider Authorization to Public Ways Department for the Purchase of a John Deere 1585 72" Front Mount Mower

The Public Ways Department sought quotes to purchase a John Deere 1585 mower. Two quotes were received with the low bid coming from Kibble Equipment in the amount of \$41,721.86. \$50,000 was budgeted for the mower replacement.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to authorize the purchase of a John Deere 1585 72" mower from Kibble Equipment of Marshall in the amount of \$41,721.86. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Approval of the Consent Agenda

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

- Consider Declaring SMSU Homecoming and SMSU Game Day Roundup as Community Festivals
- Consider Requests from SMSU for Homecoming Events on Saturday-October 3, 2026 - 1) Parade on City Streets on Campus; 2) Concert on N 3rd Street (Closure of N 3rd Street from W Main Street to W Lyon Street)
- Project ST-029: E Street Reconstruction Project - Consider Resolution Ordering Preparation of Report on Improvement

- Project PK-012 / S.P. 139-090-007 / Minn. Proj. No. TA 4226 (291): East Lyon Street Trail Project - Consider Authorization to Advertise for Bids
- Project AP-051: Self-Propelled Runway Snow Blower for Airport – Acknowledge Execution and Acceptance of FAA Grant Agreement 3-27-0056-023-2026 and FAA Grant Agreement 3-27-0056-022-2026
- Approve Out of State Travel Request
- Consider Approval of a Temporary Liquor License for the Taste of Marshall Event
- Consider Approval of the Bills/Project Payments

Motion made by Councilmember Moua-Leske, Seconded by Councilmember Alcorn to approve the items on the consent agenda. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Adoption of an Ordinance Amending Section 86-1 Definitions

The ordinance amending Section 86-1 Definitions was introduced during the August 25, 2026, Council meeting and the Planning Commission held the public hearing on August 12, 2026. The amendment was for a small change to align definitions and remove a contradiction. The definition of a gazebo referred to it as a building; however, a building was defined as an enclosed structure, and gazebos are not enclosed. To ensure all definitions are aligned, a gazebo would need to be referred to as a structure. The change was part of the continuing improvement process staff had undertaken to make Zoning Ordinance more straightforward and consistent. Councilmember Lozinski said that the Legislative and Ordinance Committee reviewed the changes and were on board with the amendment. Lozinski also noted that the next two ordinance amendments were of similar nature and were housekeeping, clean-up, type items. Councilmember Schroeder mentioned that the Planning Commission viewed the amendments similarly to the Legislative and Ordinance Committee and agreed with the changes.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schroeder to adopt Ordinance 26-010 Amending Chapter 86, Article I, Section 1 Definitions. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Adoption of an Ordinance Amending Section 86-164 Accessory Equipment

The ordinance amending Section 86-164 Accessory Equipment was introduced during the August 25, 2026, Council meeting and the Planning Commission held the public hearing on August 12, 2026. The amendment was a small change intended to close a loophole that was made by a variance application and subsequent construction. An accessory buildings size was limited through the ordinance, but a roofed structure size was not. The recommended change would fix the loophole by limiting the roofed structure size in the same manner as a garage. Staff also changed the section's name to make the ordinance easy to navigate. The change was a part of the continuing improvement process staff had undertaken to make Zoning Ordinance more straightforward and consistent.

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to adopt Ordinance 26-011 Amending Chapter 86, Article VI, Division 1, Section 164 Accessory Equipment. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Adoption of an Ordinance Amending Section 86-248 Outside Storage

The ordinance amending Section 86-248 Outside Storage was introduced during the August 25, 2026, Council meeting and the Planning Commission held the public hearing on August 12, 2026. The amendment was another small change intended to fix an issue that was exposed to neighborhood concerns. Before the amendment citizens could store up to three RV's, trailers, boats, or similar units on their properties in residential districts. However, there was no clause that prevented property owners from also storage items on empty lots, even though the ordinance prohibited building accessory structures or buildings on vacant lots. The proposed change would make the ordinance more consistent by inserting similar language into the section regulating exterior storage. The change was a part of the continuing improvement process staff have undertaken to make Zoning Ordinance more straightforward and consistent.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schroeder to adopt Ordinance 26-012 Amending Chapter 86, Article VI, Division 4, Section 248 Outside Storage. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Consider Joint Funding Agreement with US Geological Survey (USGS) for Redwood River Gaging Station near Marshall, Minnesota for Federal FY2027-2031

In 2010, the City of Marshall was notified that the Department of Natural Resources (DNR) would discontinue funding of the stream gage just west of the City of Marshall. The USGS relocated and constructed a new gage at no cost to the local entities but required funding for a portion of the operational costs. The gage was extremely important not only for flooding but other informational issues as well such as 75 years of continuous streamflow record; unregulated flow record important for assessing trends; the site was part of National Streamflow Information Program; gage data was used in USGS water-quality studies; flood forecasting and warning; water-quality & aquatic life assessments; and wastewater permits tied to stream flows.

The USGS had estimated that the operational cost for federal FY2027-2031 would be \$44,800 per the proposed agreement. The City of Marshall would be the local project sponsor of the gage. ADM since the initial agreement has continued to partner with the city in funding 50% of the annual operational costs, for which staff invoice annually to ADM. The City of Marshall would be billed quarterly, and the local participation would be paid from the Surface Water Management Utility.

Motion made by Councilmember Schafer, Seconded by Councilmember Alcorn to authorize staff to enter into a five-year Joint Funding Agreement with US Geological Survey for the Redwood River Gaging Station near Marshall for federal FY2027-2031. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 6-0.**

Discuss 2027 Library Funding

The City of Marshall and the Marshall-Lyon County (MLCL) Library Director Michele Leininger were recently informed by Lyon County representatives that the County's preliminary budget would include a reduction of funding for the library \$134,288. The County was facing budget challenges due to various factors, including health insurance increases and reductions in various programs and most

predominantly reductions in health and human services funding. The reduction from Lyon County would not be able to be absorbed without some cuts to the library budget and therefore its operations. Leininger reviewed the number of active Plum Creek Regional Library cards that chose MLCL as their home library as well as the number of monthly visits by branch (Balaton, Cottonwood and Marshall) and circulation of physical and digital media. The number of active library cards was less than the actual number of library users as the tracking for active cards relied on physical book checkouts and if patrons only received books digitally, they may be using their card but were not considered active in the system. Leininger explained that the library has already taken steps to reduce its budget by reducing operation hours and cutting 35 staff hours. Typically, when cuts occurred the Marshall branch tried to absorb as much as possible but with such drastic cuts from the county reductions would need to be made at the Balaton and Cottonwood branches as well. The Library Board was looking at further reduction of evening hours and outreach services. Teather Bliss, Cottonwood City Administrator, also spoke about needing to find additional funds to support the library and would like to see Balaton, Cottonwood and Marshall work together on a plan to move forward. Councilmembers voiced their opposition to the reduction in county contribution.

Commission/Board Liaison Reports

Byrnes	No report
Alcorn	The Public Housing Commission requested that an ordinance amendment be made to allow the commissioners to receive meeting attendance per diems. A letter was sent to Administrator Hanson and all council members. Council members briefly discussed the request and ultimately decided not to have staff change the ordinance.
Lozinski	MMU was working on implementing a new compensation study.
Moua-Leske	The DEI Commission reviewed plans for Welcoming Week that was to occur on September 14 at Justice Park.
Schafer	No report.
Schroeder	No report.

Consider Appointment to Board/Commission

An interview was conducted before the regular meeting for an open position on the Public Housing Commission. Mayor Byrnes appointed Eric Goblirsch to the vacant position with a first term to end May 31, 2030.

Motion made by Councilmember Schafer, Seconded by Councilmember Moua-Leske to affirm the appointment of Eric Goblirsch to the Public Housing Commission with a first term to end May 31, 2030.

Councilmember Individual Items

Councilmember Moua-Leske would be presenting at the Adult Community Center and would be showing how to prepare some traditional Hmong food.

Councilmember Schafer invited citizens to participate in the 9/11 Memorial event.

City Administrator

Announced a new office assistant would be starting on September 14 in Community Services, and the Community Education Coordinator position was still open and hoped to have the position filled before November.

Director of Public Works/City Engineer

Project updates were given on the Main Lift Station, High Street, and College Drive.

City Attorney

No report.

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 on the Upcoming Meetings.

Adjournment

At 6:21 PM Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski to adjourn the meeting. Voting Yea: Mayor Byrnes, Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried**.
6-0.

Attest:

City Clerk

Mayor