

**CITY OF MARSHALL
AGENDA ITEM REPORT**

Presenter:	Jason Anderson
Meeting Date:	Tuesday, November 25, 2025
Category:	PUBLIC HEARING
Type:	ACTION
Subject:	Project ST-013: N High Street (N 4th to Oak) Reconstruction Project - 1) Public Hearing on Improvement; 2) Consider Resolution Ordering Improvement and Preparation of Plans
Background Information:	<p>Property owners affected by the above-referenced project have been notified, according to law, that a hearing would be held on November 25, 2025. A public presentation will be made followed by any discussion.</p> <p>This project consists of: reconstruction and utility replacement on North High Street from North 4th Street to Oak Street, and sanitary sewer replacement in the alley between North 5th Street to North 6th Street. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer within the areas identified above. This project will include new water and sewer services to the right-of-way. Other items of work included in this project are pavement removal, aggregate base, bituminous surfacing, concrete driveways, sidewalks, curb and gutter and other minor work.</p> <p>This reconstruction project was discussed at the 10/2/2025 PI/T Committee. In addition, City staff invited all property owners in the project area to a project informational meeting that was held on November 18, 2025 in the City Council Chambers. Though the informational meeting was lightly attended, there was good discussion amongst staff and residents that did attend.</p> <p>If the City Council decides to proceed, the attached resolution has been prepared ordering the improvement and the preparation of project plans. At a future City Council meeting, the City Council will be asked to pass a resolution that approves construction plans and specifications and authorizes staff to advertise for bids.</p> <p>To proceed with this project, adoption of the resolution ordering improvement requires a “super-majority” vote, meaning the Council can only adopt the resolution by a four-fifths vote of all members of the Council.</p>
Fiscal Impact:	<p>The current estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$1,667,825.</p> <p>All improvements will be assessed according to the current Special Assessment Policy, including, but not limited to, participation from Marshall Municipal Utilities, Wastewater Department, Surface Water Management Utility Fund and Ad Valorem participation. Final approval of each project must include determination of funding sources.</p>
Alternative/Variations:	No alternative actions recommended.
Recommendations:	<p>Recommendation No. 1: that the Council close the public hearing on improvement for Project ST-013: N High Street (N 4th to Oak) Reconstruction Project.</p> <p>Recommendation No. 2: that the Council adopt RESOLUTION NUMBER 25-080, which is the “Resolution Ordering Improvement and Preparation of Plans” for the above-referenced project.</p>

RESOLUTION NO. 25-080

**RESOLUTION ORDERING IMPROVEMENT
AND PREPARATION OF PLANS**

WHEREAS, a resolution of the City Council adopted the 10th day of November, 2025, fixed a date for a Council hearing for proposed improvements under the following project:

PROJECT ST-013: N HIGH STREET (N 4TH TO OAK) RECONSTRUCTION PROJECT -- This project consists of: reconstruction and utility replacement on North High Street from North 4th Street to Oak Street, and sanitary sewer replacement in the alley between North 5th Street to North 6th Street. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer within the areas identified above. This project will include new water and sewer services to the right-of-way. Other items of work included in this project are pavement removal, aggregate base, bituminous surfacing, concrete driveways, sidewalks, curb and gutter and other minor work.

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 25th day of November, 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF MARSHALL, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council resolution receiving the Feasibility Report adopted the 10th day of November, 2025.
3. Jason R. Anderson, P.E. is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Passed and adopted by the Council this 25th day of November, 2025.

Mayor

ATTEST:

City Clerk

This Instrument Drafted by:
Jason R. Anderson, P.E.; Director of Public Works/City Engineer