

**CITY OF MARSHALL  
CITY COUNCIL MEETING  
M I N U T E S  
Tuesday, August 10, 2021**

The regular meeting of the Common Council of the City of Marshall was held August 10, 2021, 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, Don Edblom, John DeCramer, Russ Labat and James Lozinski. Absent: Steve Meister. Staff present included: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney; Jason Anderson, Director of Public Works/ City Engineer; Annette Storm, Director of Administrative Services; Jim Marshall; Director of Public Safety; Quentin Brunsvold, Fire Chief; Ilya Gutman, Plans Examiner/ Assistant Planning & Zoning Administrator and Jasmine DeSmet, Training Facility Coordinator.

The Pledge of Allegiance was recited at this time.

There was a general consensus to operate under the current agenda.

**Consider approval of the minutes of the regular meeting held on July 27, 2021.**

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski that the minutes of the regular meeting held on July 27, 2021 be approved as filed with each member and that the reading of the same be waived. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

**Alley between South Bruce Street and South Minnesota Street - 1) Public Hearing on Resolution Granting Petition to Vacate Alley; 2) Consider Resolution Granting Petition to Vacate Alley; 3) Grant of Utility Easement.**

A signed petition for vacation of an alley has been received from the owners of all the real property that includes the proposed area for vacation.

Prior to the public hearing and adoption of the resolution granting a petition for vacation, all utility companies were contacted.

For Council review and consideration is a Grant of Permanent Utility Easement over said vacated alley. MMU and Charter have permanent facilities located in this area where easement is proposed to be established. Property owner to reimburse the City for all costs associated with the vacation.

Director of Public Works/ City Engineer Jason Anderson introduced the agenda item and provided the background information.

Motion made by Councilmember DeCramer, Seconded by Councilmember Labat to close the public hearing. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

Motion made by Councilmember Labat, Seconded by Councilmember Lozinski that the Council adopt RESOLUTION NUMBER 21-051, which is the Resolution Granting Petition to Vacate Alley. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

Motion made by Councilmember Lozinski, Seconded by Councilmember DeCramer that the Council authorize execution of the Grant of Permanent Utility Easement over the eastern 7.5-ft of the vacated 16-ft. alley. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

**Project Z84: Legion Field Park River Stabilization Project – Consider Award of Bid.**

The Redwood River enters the Legion Field Park area adjacent to the park shelter in the southwest portion of the park. Over the last several years, the riverbank has eroded several feet closer to the park shelter facilities. Currently, the riverbank has eroded immediately behind the water fill spigot and bituminous apron around the park shelter.

City Engineering staff has identified a stabilization project to reclaim some of the lost riverbank and reinforce the bank with riprap rock. Staff originally budgeted \$100,000 to perform riverbank stabilization at this location and another location adjacent to the bike path on the east portion of the park near the city pool entrance road. Staff removed the stabilization adjacent to the bike path to coordinate stabilization needs with potential bike path relocation due to the future aquatic center design.

At the July 13, 2021 meeting, City Council authorized staff to advertise for bids.

On August 4, 2021, bids were received for the above-referenced project. Three bids were received as shown on the bid tabulation. The apparent low bidder is A&C Excavating, LLC in the amount of \$37,163.50.

The project estimate was \$65,000, including contingency (10%) and engineering (16%) costs for this stabilization project. This project is identified in the 2021 CIP. Based on the bid results, the estimated total project cost, including 5% allowance for contingencies and 16% for engineering and administrative costs, is \$45,265.14.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski that the Council authorize award of the project to A&C Excavating, LLC of Marshall, Minnesota in the amount of \$37,163.50. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

**Authorize City Staff to Award Quotes for Curb & Gutter Replacement.**

In 2021, the City Council authorized \$625,000 to be used for the annual City Mill and Overlay project of local city streets. As part of the project, some sections of curb and gutter are replaced to ensure proper drainage on the newly overlaid streets.

This year's project included the mill and overlay of the following local streets:

- London Road (Madrid Street to Channel Parkway)
- Athens Avenue (Madrid Street to Paris Road)
- Oslo Avenue (Madrid Street to Dublin Street)
- Rainbow Drive (Madrid Street to Paris Road)
- Parkside Drive (Lyon Street to Jewett Street)
- Woodland Way
- Garden Circle
- Baseline Drive (Nwakama Street to Clarice Avenue)

Next year's local mill and overlay project will likely include the following streets:

- Westwood Drive
- Ridgeway Road
- Englewood Road
- Pinehurst Road
- Cumberland Road
- Adobe Road
- Adobe Circle
- Prospect Road
- Prospect Circle
- Carlson Street
- Glen Street
- Peltier Street
- Simmons Street
- Tiger Drive
- Erie Avenue

At the February 23, 2021 City Council meeting, the City Council awarded the contract at \$580,564.28, with a maximum expenditure not to exceed \$625,000. The local mill and overlay project total costs have come in at approximately \$590,260. This is largely due to receiving very competitive bids, with the low bid being the best price of bituminous mix that we've seen in many years.

At the July 13, 2021 City Council meeting, the City Council authorized City staff to receive quotes for additional curb and gutter replacement by utilizing the remaining \$34,740 of 2021 overlay project funds to complete curb and gutter replacement on routes that will likely be included in a 2022 mill and overlay project.

Two quotes were received as follows:

- Hisken Construction, Inc. - Marshall, MN \$43,798
- Musch Construction, Inc. - Pipestone, MN \$44,042

The low quote was received from Hisken Construction, Inc. of Marshall, Minnesota. City staff would propose to reduce project quantities to ensure that expenditures do not exceed \$34,740.

No impact beyond allocated 2021 budget of \$625,000 for mill and overlay project.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer that the Council award the quotes for additional curb and gutter work on next year's overlay routes to Hisken Construction, Inc. of Marshall, Minnesota, in an amount not to exceed \$34,740.00. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Lozinski. Voting Nay: Councilmember Labat. The motion **Passed. 5-1**

### **Consider Approval of the Consent Agenda**

Councilmember Lozinski requested that item number 6 be removed from the consent agenda in order to abstain.

Councilmember Labat requested that item number 7 and 10 be removed from the consent agenda for further discussion.

Motion made by Councilmember DeCramer, Seconded by Councilmember Edblom to approve the consent agenda. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

Approval for the Wastewater Treatment Facilities Improvement Project – 1) Consider Application for Payment No. 25 to Magney Construction, Inc.; 2) Consider Payment of Invoice 0272547 to Bolton & Menk, Inc.

Approval of the sale of alcoholic beverages at the Independence Park shelter in coordination with Relay for Life.

Approval of a resolution calling for a public hearing on the proposed assessments for ice, snow and weed elimination.

Approval of a Temporary On-Sale Intoxicating Liquor Licenses for the Convention and Visitors Bureau.

Approval of the amendment to current MOU with SMSU related to reporting of sexual assaults to local law enforcement agency

Approval to declare vehicle as surplus property for the Marshall Police Department.

Approval of the bills/project payments

**Call for a Public Hearing Regarding Proposed Property Tax Abatement at 308 Athens.**

Motion made by Councilmember DeCramer, Seconded by Councilmember Edblom To call for a public hearing for the proposed property tax abatement. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat. Voting Abstaining: Councilmember Lozinski. The motion Passed. 5-0-1

**Introduction of Amendment to Purchasing Ordinance**

Staff are recommending the small change to the purchasing ordinance so the ordinance will be in conformity with the purchasing policy. By making the change from \$5,000 to reference the purchasing policy it will create efficiency allowing changes to the purchasing policy without needing to also change the ordinance.

Councilmember Labat stated that he was against the \$25,000 amount being proposed.

Motion made by Councilmember Schafer, Seconded by Councilmember Edblom to introduce the amendments to the purchasing ordinance. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Lozinski. Voting Nay: Councilmember Labat. The motion **Passed. 5-1**

**Consider the Resolution certifying unpaid fire service charges.**

Councilmember Labat asked a clarifying question regarding one of the property owners listed on the resolution. Fire Chief Quinten Brunsvold clarified that this is the administrative process and that the property owners still have the opportunity to pay the amounts owned before its assessed to their taxes.

Motion made by Councilmember Labat, Seconded by Councilmember Lozinski to adopt Resolution Number 21-052, a resolution certifying unpaid fire service charges for collection with property taxes. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

**Project Z75/SAP 139-124-004: South 4<sup>th</sup> Street Reconstruction Project - 1) Resolution Declaring Cost to Be Assessed and Ordering Preparation of Proposed Assessment. 2) Resolution for Hearing on Proposed Assessment.**

This project consisted of the following: reconstruction and utility replacement on South 4th Street from the intersection of Elaine Avenue and South 4th Street to the intersection of Country Club Drive and South 4th Street. Utility work included sanitary sewer, watermain, and storm sewer replacement. This project also included new curb and gutter, new 5-ft. sidewalk on the west side of the street, driveway aprons, water services, and sewer services to the right-of-way.

“Resolution Declaring Cost to be Assessed and Ordering the Preparation of the Proposed Assessment” for the project. The following is a breakdown of the proposed project funding. The costs shown below include 16% for engineering and administrative costs, for a total project cost of \$2,968,379.94. The following is a proposed breakdown of the project funding:

Wastewater Fund \$594,332  
MMU \$784,329  
Surface Water Management Utility \$731,750  
Mn/DOT \$135,038  
City Participation (MSAS) \$514,578  
Assessed to Property Owners \$343,391  
**Total Project Amount \$2,968,380**

“Resolution for Hearing on Proposed Assessment,” setting the hearing date for the proposed assessments on September 14, 2021 for the above-referenced project.

Per the current Fee Schedule, the assessment interest rate is calculated using the most recent bond interest rate and adding 2% for administrative costs. The 2020 GO Bond interest rate was 0.84% plus 2% results in a 2.84% assessment interest rate.

The term of the assessment repayment is proposed by staff to be 8 years. The City has no formal written policy on the term but has followed an administrative past practice to generally match the assessment repayment to the bond repayment term assuming a typical reconstruction project with assessments reaching near the maximum of the residential assessment rate. If the assessment is substantially higher in cases such as commercial assessments the term may be appropriate to increase. Alternatively, on smaller assessment projects consideration could be made to shorten the assessment term. One other item to note is that if additional principal is paid each year the interest is recalculated annually to address the payments. Therefore, there is no penalty for individuals to repay on a more accelerated schedule if they so choose.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer that the Council adopt RESOLUTION NUMBER 2021-054, which provides for the “Resolution Declaring Cost to be Assessed and Ordering the Preparation of the Proposed Assessment” for Project Z75/SAP 139-124-004: South 4th Street Reconstruction Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

Motion made by Councilmember Edblom, Seconded by Councilmember Schafer that the Council adopt RESOLUTION NUMBER 2021-055, which provides for the "Resolution for Hearing on Proposed Assessment" for Project Z75/SAP 139-124-004: South 4th Street Reconstruction Project setting the hearing date on the proposed assessments for September 14, 2021. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

**Project Z76: South 1<sup>st</sup> Street Reconstruction Project - 1) Resolution Declaring Cost to Be Assessed and Ordering Preparation of Proposed Assessment. 2) Resolution for Hearing on Proposed Assessment.**

This project consisted of reconstruction and utility replacement on South 1st Street generally between Southview Drive and George Street. Water, sanitary sewer, and storm sewer catch basins were replaced along South 1st Street in this area. Sidewalk was added along the west side of the street to provide connection to existing sidewalk north of the project area on South 1st Street and existing sidewalk at Southview Drive. This project also included new curb and gutter, driveway aprons, and water services. In addition to the utility replacement and street reconstruction on South 1st Street, sanitary sewer force main improvements were made at the intersection of South 1st Street and DeSchepper Street.

"Resolution Declaring Cost to be Assessed and Ordering the Preparation of the Proposed Assessment" for the project. The following is a breakdown of the proposed project funding. The costs shown below include 16% for engineering and administrative costs, for a total project cost of \$730,539.96. The following is a proposed breakdown of the project funding:

Wastewater Fund \$164,077  
MMU \$213,293  
Surface Water Management Utility \$73,850  
City Participation (Ad Valorem) \$170,292  
Assessed to Property Owners \$109,028  
**Total Project Amount \$730,540**

"Resolution for Hearing on Proposed Assessment," setting the hearing date for the proposed assessments on September 14, 2021 for the above-referenced project.

Per the current Fee Schedule, the assessment interest rate is calculated using the most recent bond interest rate and adding 2% for administrative costs. The 2020 GO Bond interest rate was 0.84% plus 2% results in a 2.84% assessment interest rate.

The term of the assessment repayment is proposed by staff to be 8 years. The City has no formal written policy on the term but has followed an administrative past practice to generally match the assessment repayment to the bond repayment term assuming a typical reconstruction project with assessments reaching near the maximum of the residential assessment rate. If the assessment is substantially higher in cases such as commercial assessments the term may be appropriate to increase. Alternatively, on smaller assessment projects consideration could be made to shorten the assessment term. One other item to note is that if additional principal is paid each year the interest is recalculated annually to address the payments. Therefore, there is no penalty for individuals to repay on a more accelerated schedule if they so choose.

Motion made by Councilmember Lozinski, Seconded by Councilmember Labat that the Council adopt RESOLUTION NUMBER 21-056, which provides for the "Resolution Declaring Cost to be Assessed and Ordering the Preparation of the Proposed Assessment" for Project Z76: South 1st Street Reconstruction Project. Voting Yea: Mayor

Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

Motion made by Councilmember Edblom, Seconded by Councilmember Schafer that the Council adopt RESOLUTION NUMBER 21-057, which provides for the "Resolution for Hearing on Proposed Assessment" for Project Z76: South 1st Street Reconstruction Project setting the hearing date on the proposed assessments for September 14, 2021. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

**Independence Park Projects – 1) Project PK-001: Trail Replacement Project - Consider Authorization to Advertise for Bids; 2) Stormwater Pond Expansion – Consider Acceptance of Proposal from Bolton & Menk, Inc.**

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.

City staff has worked quickly to prepare construction plans for trail reconstruction to help ensure that a project could be completed prior to the City's 150th Celebration in August 2022.

Further, City staff believes it would be prudent to complete an Independence Park Pond forebay expansion project in coordination with the trail replacement project. The forebay expansion would create additional pond storage volume in the park while also creating a ponding environment that promotes solids settlement (stormwater treatment) within the forebay area with the goal of reducing future pond areas that will require dredging. Coordinating the projects helps to ensure that new trail is installed in the proper location and investments into trail pavement and new culvert crossing are preserved.

City staff has prepared a set of construction plans to reconstruct the existing trail network within the park as follows:

- The reconstructed trail is proposed to be a 10-FT wide, concrete-surfaced trail, with few exceptions.
- The trail in the "center island area" between the three ponds is proposed at 8-FT wide, and the trail north of the ballfields that leads to the horseshoe facilities is proposed to be 6-FT wide.
- The area surrounding the ballfield concessions building and the ballfield seating area is proposed to be replaced with concrete. The existing gravel area along the first base of the west field and the third base line of the east field is proposed to be removed and replaced with grass. The fencing surrounding the ballfield concessions area is proposed to be removed as well.
- The new trail would meet current ADA standards for accessibility.

The Base Bid package will include all trail portions, with the exception of the north-south connection from Lyon Street to the gazebo. The project is planned to be bid with this section as an Alternate. Council would have the options to award the Base Bid package only, both Base Bid and Alternate together, or make no award.

To help accomplish the goal of an August 2022 completion, staff is proposing to separate the Independence Park Trail Replacement Project (PK-001) from the Independence Park Pond Forebay Expansion Project. The Independence Park Trail Replacement Project (PK-001) would be bid first because plans are ready. The Independence Park Pond Forebay Expansion Project would be bid in September and likely awarded in early October once plans are finalized.

For Council review and consideration is a proposal prepared by Bolton & Menk, Inc. of Mankato, Minnesota, for the Independence Park stormwater pond expansion. Bolton & Menk's proposal covers design costs for the pond expansion, outlet structure, and trail connection over the outlet structure.

Staff is proposing the following schedule for PK-001:

8/10 – Authorize Advertise for Bid  
8/13 – Publish in Newspaper  
8/24 – Open Bids at 10 am; award contract at Council  
8/30 – Notice to Proceed (if paperwork received)  
7/29/22 – Contract End Date

Staff is proposing the following schedule for pond expansion project:

8/11 – Bolton & Menk Notice to Proceed  
9/1 – Preliminary Plans to City  
9/10 – Final Plans to City  
9/14 – Council Authorize Advertise to Bid  
9/28 or 10/12 – Council Award Contract  
7/29/22 – Contract End Date

Independence Park Trail Replacement Project (PK-001): Engineer's Estimate for the construction of the Base Bid package is \$422,875. A total cost of \$532,822.50 includes contingency (10%) and engineering (16%).

The Estimate for the Alternate Bid is \$62,062.50. A total cost of \$78,198.75 includes contingency and engineering.

Independence Park Pond Forebay Expansion Project: The total estimated not to exceed cost for project design as provided in the included Bolton & Menk proposal is \$10,000. The preliminary estimated cost for pond expansion, culvert installation, and trail connection is \$189,500, of which, \$164,000 is estimated to be eligible for funding through the Surface Water Management Utility (SWMU).

Motion made by Councilmember DeCramer, Seconded by Councilmember Edblom that the Council authorize advertisement for bids for Project PK-001: Independence Park Trail Replacement Project. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Lozinski  
Voting Nay: Councilmember Labat. The motion **Passed. 5-1**

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski that the Council accept the Proposal for Independence Park Pond Forebay Expansion Project for a total estimated not to exceed hourly fee in the amount of \$10,000. Additional services will be provided on an hourly basis upon approval by City staff. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Lozinski  
Voting Nay: Councilmember Labat. The motion **Passed. 5-1**

### **Consider the Resolution ordering the abatement of several hazardous buildings located in the Broadmoor Valley Mobile Home Park in the city of Marshall, Minnesota**

Council and Staff have long been aware of the deteriorating residential conditions of properties located within the Broadmoor Valley mobile home park. Several residents presented information to Council at the July 13, 2021 Council Meeting. The presentation included photographs of hazardous/substandard buildings presently located at Broadmoor Valley. Subsequent to that meeting, building officials have viewed the properties to confirm present condition of the deteriorating condition of properties.



Based upon statements and photographs provided, and based upon prior building official inspections, a current list has been put together regarding several current problematic residences within the mobile home park. A consolidated list of 17 structures requiring either demolition or repair has been put together to address an immediate need for action, City Attorney is recommending that City Council pass a resolution requiring the immediate demolition and removal of four identified uninhabitable properties presently located at the Broadmoor Valley mobile home park. A building inspection from Building Official, Ilya Gutman from Thursday, August 5, 2021 confirmed that the four properties identified in the resolution need to be razed and removed immediately. In the council packet is a proposed resolution authorizing City Attorney to take the necessary steps to serve the abatement order. Minnesota Law provides the property owner 30 days to accomplish the abatement as ordered. If the abatement does not occur as ordered, this matter will proceed through the Lyon County District Court for enforcement.

City Attorney, with consultation from Attorney Jason Hill of Kennedy & Graven is proposing to proceed to obtain an administrative search warrant authorizing access to the remaining properties on the consolidated list of 17 properties as put together. It is anticipated that building official will obtain permission to inspect the properties for compliance with either the Minnesota Housing or Building Code. Deficiencies will be identified, and it is anticipated that a subsequent abatement order will be prepared for Council either addressing additional removal or repair of properties.

Minnesota Law does allow for enforcement through court action. If the owner does not abate the hazardous or substandard buildings, City can apply for court order authorizing the City to abate the problem and abate the costs back to the property owner.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to adopt Resolution Number 21-058, a Resolution ordering the abatement of several hazardous buildings located in the Broadmoor Valley Mobile Home Park in the city of Marshall, Minnesota and authorize staff to insert legal descriptions. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

#### **Call for a Public Hearing Regarding Proposed Property Tax Abatement at 310 Athens.**

Motion made by Councilmember Schafer, Seconded by Councilmember Edblom to call for the public hearing at 310 Athens. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat. Voting Abstaining: Councilmember Lozinski. The motion **Passed. 5-0-1**

#### **Call for a Public Hearing Regarding Proposed Property Tax Abatement at 505 Darlene Dr.**

Motion made by Councilmember Edblom, Seconded by Councilmember DeCramer to call for the public hearing for a home tax abatement at 505 Darlene Dr. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat. Voting Abstaining: Councilmember Lozinski. The motion **Passed. 5-0-1**

#### **Consider Appointments to Various City Boards, Commissions, and Authorities.**

Mayor Byrnes recommended the following applicants for the following positions. The applications met with the City Council on July 27 and August 10.

Library Board, Saar Rappana – expired term 12/31/22

Policy Advisory Board, Kelly Wasberg – unexpired term 5/31/23

Public Housing Commission, Janelle Sailer – unexpired term 5/31/26

Motion made by Councilmember Edblom, Seconded by Councilmember Labat to approve the nominations to various City Boards, Commissions, and Authorities. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Edblom, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 6-0**

### **Commission/Board Liaison Reports**

Byrnes No Report

Schafer No Report

Edblom Planning Commission met and is reviewing the finances and budgets. There is also work going on with the elevator and fire alarm systems.

DeCramer Diversity, Equity, and Inclusion Commission is continuing to plan welcome week with events being held on September 18.

Labat No Report

Lozinski No Report

### **Councilmember Individual Items**

Councilmember Lozinski discussed a trip to Wilmar, MN to tour different apartment complexes and low-income housing facility with Administrator Hanson, Director Deutz and Councilmember Schafer. Member Lozinski also commented that a stop was made at a destination park that Wilmar has on Robbins Island.

Member Lozinski also commented on a negative experience a family member had in Marshall. Member Lozinski challenged to community to be accepting of everyone.

Councilmember Labat asked for an update on the Helena property and the MAHA contract. Attorney Simpson commented that the MAHA contract will be at the first meeting in September.

Councilmember DeCramer commented that Welcoming Week will take place in September and the event is just that, an event to welcome everyone to our community. Member DeCramer also mention the Rotary pancake breakfast that will be held at the fire hall during Sounds of Summer. Funds will be donated towards an inclusive playground in the community.

Councilmember Schafer also challenged the Community in response to member Lozinski' s individual report.

Mayor Byrnes discussed the inclusive playground in Wilmar and its transformation in that area. Byrnes also commented on Marshall 150<sup>th</sup> celebration in 2022.

### **City Administrator**

City Administrator Sharon Hanson commented on the Diversity, Equity, and Inclusion Commission and how the commission will respond to instances and communication. Administrator Hanson also discussed renewed

interest on Block 11, a recent meeting with MAHA, and continued discussion on the expansion of the sales tax to include the aquatic center and possible park projects.

**Director of Public Works**

Director of Public Works/ City Engineer Jason Anderson commented on a MnDOT Project on Hwy 59 will be delayed in Marshall due to funding issues. Director Anderson provided an update on local construction projects.

**City Attorney**

City Attorney Dennis Simpson commented on further action regarding Broadmoor Valley and will work on an update with Helena Chemical.

**Administrative Report**

There were no questions on the Administrative brief.

**Information Only**

There were no questions on the information items.

**Upcoming Meetings**

There were no questions on the upcoming meetings.

**Adjourn**

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

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Mayor

Attest:

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City Clerk