

MINUTES  
WAYS AND MEANS COMMITTEE MEETING  
August 29, 2022 @ 2 PM  
344 West Main Street  
On Main

MEMBERS PRESENT: John DeCramer, Russ Labat, Mayor Byrnes

STAFF PRESENT: Steven Anderson, City Clerk; Karla Drown, Finance Director; Jason Anderson, Director of Public Works; Ilya Gutman, ; Jim Marshall, Police Chief; Scott VanDerMillen, Director of Community Services; E.J. Moberg, Director of Administrative Services; Sharon Hanson, City Administrator; Quentin Brunsvold, Fire Chief; Ryan Serreyn, Marshall Fire Department Relief Association President

The meeting was called to order by Chairman DeCramer at 1:59 pm.

DeCramer asked for approval of the May 2, 2022, minutes of the Ways and Means committee Meeting.

MOTION BY Labat, SECONDED BY Byrnes to approve the May 2, 2022, minutes of the Ways and Means committee Meeting. All voted in favor.

Chairman DeCramer asked for discussion on 2023 Fee Schedule. Finance Director, Drown provided a brief background information on the fee schedule process. Staff provided additional information on all changes requested.

MOTION BY DeCramer, SECONDED BY Labat to approve the 0% Surface Water rates be moved forward to council. All voted in favor.

MOTION BY Labat, SECONDED BY Byrnes to approve the 2% Wastewater rates be moved forward to council. All voted in favor.

MOTION BY Byrnes, SECONDED BY Labat to approve the increase of the Standard assessment amount per residential parcel to \$5,850.00 to be moved forward to council. Voted 2-1, Labat.

Chairman DeCramer asked for discussion on consideration of the HVAC License Fee. Gutman provided background information on the HVAC license.

MOTION BY Byrnes, SECONDED BY DeCramer to approve the \$50 for two years HVAC license fee to move forward to Council. Voted 2-1, Labat.

Chairman DeCramer asked for discussion on consideration of the Rental ordinance fees. Gutman provided background information on the rental ordinance fees.

MOTION BY Labat, SECONDED BY Byrnes to have staff take this back and have a joint meeting with landlord and rental owners to make them part of the solution before bringing to Council. All voted in favor.

Chairman DeCramer asked for discussion on Marshall Fire Department Relief Association Benefit level increase. Brunsvold provided background information on the Marshall Fire Department Relief Association Benefit level increase.

MOTION BY Byrnes, SECONDED BY DeCramer to approve the Marshall Fire Department Relief Association Benefit level increase to move forward to Council. Voted 2-0-1, Labat Abstained.

Chairman DeCramer asked for discussion on Request for Proposals – Insurance Agent Services. Moberg provided background information on the Request for Proposals – Insurance Agent Services and the process taken by city staff.

MOTION BY Labat, SECONDED BY Byrnes to approve the RFP-Insurance Agent Services with North Risk Partners to move forward to Council. All voted in favor.

MOTION BY Labat, SECONDED BY Byrnes to adjourn the meeting. Meeting adjourned at 3:57 pm. All voted in favor.

Respectfully Submitted,

*Karla Drown*

Karla Drown  
Finance Director