



**CITY OF MARSHALL
CITY COUNCIL MEETING
A G E N D A**

**Wednesday, January 23, 2019 at 5:30 PM
Professional Development Room - Marshall Middle School, 401 South Saratoga Street**

OPENING ITEMS

1. Call to Order/Pledge of Allegiance

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. Consider approval of the minutes of the work session and regular meeting held on January 8, 2019

PUBLIC HEARING

3. To Move Dwelling into Residential District At 312 Warsaw Circle
4. To Move Dwelling into Residential District At 312 Warsaw Circle

AWARD OF BIDS

CONSENT AGENDA

5. Approval of Consent Agenda
6. Consider Resolution regarding Charter FCC Form 394 – Assignment of Cable Television Franchise to Spectrum Mid-America, LLC
7. Consider Approval of a Special Assessment Deferral
8. Consider authorization to declare vehicles as surplus property for the Police Department.
9. Vacate Easements in Commerce Industrial Park – Call for Public Hearing on Resolution Authorizing the Vacation of Easements.

10. Consider an application for an On-Sale Intoxicating Liquor License for Marshall Area Chamber of Commerce for February 21, 2019.
11. Consider LG220 Application for Exempt Permit for Shades of the Past for June 1, 2019.
12. Consider a venue change for an On-Sale Intoxicating Liquor License for Holy Redeemer Church for March 23, 2019.
13. Consider a venue change for a LG220 Application for Exempt Permit for Holy Redeemer Church for March 23, 2019
14. Consider Resolution Amending the 2019 Fee Schedule
15. Consider approval of the bills/project payments

APPROVAL OF ITEMS PULLED FROM CONSENT

OLD BUSINESS

TABLED ITEM

NEW BUSINESS

16. REQUEST FOR VARIANCE ADJUSTMENT PERMIT (1) Greater Minnesota Family Services at 1408 Floyd Wild Drive
17. REQUEST FOR VARIANCE ADJUSTMENT PERMIT (2) Greater Minnesota Family Services at 1408 Floyd Wild Drive
18. REQUEST FOR VARIANCE ADJUSTMENT PERMIT (3) Greater Minnesota Family Services at 1408 Floyd Wild Drive
19. Introduction of Ordinance Amending to permit an archery range and Call for Public Hearing
20. Introduction of Ordinance to rezone 1007 Erie Road, REQUEST FOR MAP AMENDMENT (REZONE)

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.

- [21.](#) Introduction of Ordinance amendment to Section 62-2 Ice and snow and Call for Public Hearing
- [22.](#) Project Y62: TH 23 and Saratoga Street Intersection Improvements – Consider Change Order No.11 Consider Final Pay Request #11.
- [23.](#) Special Assessments on Tax Forfeited Property Located at 620 W Main Street
- [24.](#) Phase-1 Wastewater Treatment Improvements – Approve Plans & Specifications and Authorize Advertisement for Bids.
- [25.](#) Marshall Hotel – Consider Authorization to Request for Proposals for Removal of Hazardous Materials and Miscellaneous Debris.
- [26.](#) Consider Resolution Authorizing Preparation of Report on Improvement for Project Z69 East Lyon Street Reconstruction Project and Project Z74 Huron Road/Superior Road Reconstruction Project.
- [27.](#) Consider an application for an On-Sale Intoxicating Liquor License for SMSU Ducks Unlimited for February 23, 2019

COUNCIL REPORTS

- [28.](#) Commission/Board Liaison Reports
- [29.](#) Councilmember Individual Items

STAFF REPORTS

- 30. City Administrator
- 31. Director of Public Works
- 32. City Attorney

ADMINISTRATIVE REPORTS

INFORMATION ONLY

- [33.](#) Information Only

ADJOURN TO CLOSED SESSION

MEETINGS

- [34.](#) Upcoming Meetings

ADJOURN

- 35. Adjourn Meeting

RULES OF CONDUCT

- You may follow the meeting online – www.ci.marshall.mn.us.
- Public Hearing – the general public shall have the opportunity to address the Council.
 - Approach the front podium
 - State your name, address and interest on the subject
- Mayor may choose to allow others to address the Council during other agenda items. Persons who desire to speak should do so only after being recognized by the Mayor.
 - Approach the front podium
 - State your name, address and interest on the subject
- Persons in attendance at the meeting should refrain from loud discussions among themselves, clapping, whistling or any other actions. Our values include mutual respect and civility for all in attendance.
- If you have questions during the Council meeting please see Kyle Box, City Clerk who sits in the front left area of the audience sitting area.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider approval of the minutes of the work session and regular meeting held on January 8, 2019
Background Information:	Enclosed are the minutes of the work session and regular meeting held on January 8, 2019
Fiscal Impact:	None
Alternative/ Variations:	Staff encourages City Council Members to provide any suggested corrections to the minutes in writing to City Clerk Kyle Box, prior to the meeting. We then could potentially incorporate proposed amended minutes at the meeting.
Recommendations:	that the minutes of the work session and regular meeting held on January 8, 2019 be approved as filed with each member and that the reading of the same be waived.

CITY OF MARSHALL
WORK SESSION
M I N U T E S
Tuesday, January 08, 2019
Unapproved

A Work Session of the Common Council of the City of Marshall was held on January 8, 2019 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 4:30 P.M. by Mayor Bob Byrnes. In addition to Byrnes the following members were present: Craig Schafer, Steven Meister, Glenn Bayerkohler, John DeCramer and Russ Labat. Absent: James Lozinski. Staff present included: Sharon Hanson, City Administrator; Sheila Dubs, Human Resource Manager and Kyle Box City Clerk.

Agenda Software Training

City Clerk Kyle Box introduced and provided training for the new meeting agenda software program to be used in 2019.

At 5:15 PM there was a general consensus to adjourn the meeting.

Mayor

Attest:

City Clerk

CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, January 08, 2019

The regular meeting of the Common Council of the City of Marshall was held January 8, 2019 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga 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, Steven Meister, Glenn Bayerkohler, John DeCramer, and Russ Labat. Absent: Lozinski. Staff present included: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney; Glen Olson, Director of Public Works/City Engineer; Jason Anderson, Assistant City Engineer/Zoning Administrator; Jim Marshall, Director of Public Safety; Annette Storm, Director of Administrative Services; Sheila Dubs, Human Resource Manager; Scott VanDerMillen, Director of Community Services; Dave Parsons, City Assessor; Bob VanMoer, Wastewater Treatment Facility Superintendent; Ilya Gutman, Plan Examiner/Assistant Zoning Administrator and Kyle Box, City Clerk.

The Pledge of Allegiance was recited at this time.

There was a consensus to operate under the presented agenda.

Administration of the Oath of Office for New Councilmembers.

City Clerk Kyle Box administered the oath of office for each of the newly appointed offices of Council.

Approval of the Minutes.

Motion made by Councilmember Schafer, Seconded by Councilmember Meister to approve the minutes from the work session and regular meeting held on December 18, 2018. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6 – 0**

Consideration of Resolution Number 4572, Second Series, a resolution approving home property tax abatement.

On December 18, 2018 a public hearing was called for and to be held on January 8, 2019 regarding a home property tax abatement request. Per M.S 469.1813 sub 5 The governing body of the political subdivision may approve an abatement under sections 469.1812 to 469.1815 only after holding a public hearing on the abatement. The property is located at 1103 Slate Street with an estimated market value of \$200,000 with the difference of improvement being \$165,000.

Economic Development Director Tara Onken presented the item to Council. There was further discussion by Council and Staff.

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

Motion made by Councilmember Schafer, Seconded by Councilmember Labat. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer. Voting Nay: Councilmember Bayerkohler. The Motion **Passed. 5-1**

Commerce Industrial Park Second Addition – Public Hearing on Preliminary Plat, approval of Preliminary Plat and Consideration of Resolution Number 4573, Second Series, Approving the Final Plat.

The final plat of Commerce Industrial Park was adopted by the City Council in 2016. Since that time the property has been designed and constructed in accordance with plans and specifications provided by Bolton & Menk, Inc.

The development plans included the construction of the connection of Michigan Road/Pacific Avenue and T.H. 68, the construction of Michigan Road, installation of utilities on Michigan Road, and construction of stormwater detention and treatment ponds for the entire site except for a small area on the northwest corner of the subdivision.

After this construction has been completed, it was desired to replat the area indicating developable properties and out lots where the stormwater drainage and detention and treatment areas were located. Copies of the proposed subdivision have been sent to the local utility companies for their review and comments. No adverse comments have been received.

At the Planning Commission meeting on December 12, 2018, Fox made a motion, seconded by Knieff to recommend approval of the preliminary plat to the City Council and to call for public hearing to be held on January 8, 2019. All voted in favor. The preliminary plat was introduced at the City Council meeting on December 18, 2018.

A draft preliminary plat was submitted to both the Office of the Lyon County Recorder and the City Attorney. The final plat has resolved the issues and concerns related to the replat of Commerce Industrial Park. As the State of Minnesota has some financial interest in the development of the property from the Business Development Public Infrastructure (BDPI) grant from DEED, the City Attorney will propose a consent to plat document to be signed by DEED and/or the MMB (see attached memo from City Attorney).

Director of Public Works/City Engineer presented the item to Council. There was further discussion by Council and Staff.

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

Motion made by Councilmember Meister, Seconded by Councilmember Labat to approve the preliminary plat. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Motion made by Councilmember DeCramer, Seconded by Councilmember Labat to approve Resolution Number 4573, Second Series, a resolution approving the final plat. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Conduct the Public Hearing on Amending Ordinance Sections and Adopt Ordinance Number 732, Second Series.

This summer, Paul Schierholz, owner of The Broadmoor Valley manufactured home park, informed the City staff that, in his mind, the City Zoning Ordinance is contradicting the State Statutes in its regulations of placing manufactured homes within residential districts other than R-5 Manufactured Home Park District.

The staff reviewed the Ordinance and the State Statutes and concurred with Mr. Schierholz, determining that our Zoning Code is indeed in conflict with the State Statutes. Since the State Statutes always have priority over local ordinances, it was necessary to revise the Zoning Ordinance to match the State Statutes. The staff then decided to review the entire Ordinance for regulations pertaining to manufactured homes, beyond Mr. Schierholz request, to better meet the current needs and conditions and allow for improved coordination of provisions within the Ordinance. As a result, Sections 86-101 R-5 Manufactured Home Park District and 18-101 Installation were also significantly revised.

State Statutes require that manufactured homes be permitted in R-1 One Family Residence District with no additional conditions, so the staff removed specific requirements for manufactured homes installed in R-1 One Family Residence District and adjusted those requirements to apply to all residential structures. State Statutes also requires that Manufactured Home Parks be permitted as a Conditional Use in all residential districts allowing multiple family structures and this change was also incorporated into the Ordinance.

Ordinances of several other cities have been analyzed and their provisions were considered in changing the City of Marshall Ordinance.

During the October 10, 2018, regular Planning Commission meeting, proposed revisions were discussed and tabled to the next regular Planning Commission meeting on November 14, 2018, to allow staff to make some suggested changes.

During the November 14, 2018, regular Planning Commission meeting, ordinance amendments, revised by staff to reflect Planning Commission comments, were discussed and recommended for adoption. All voted in favor of the motion.

At the meeting on December 5, 2018, Legislative and Ordinance Committee voted to recommend to council the approval of Amendments to sections 18-101 Installation, 86-71 Classes and enumeration of districts, 86-97 R-1 One Family Residence District, 86-98 R-2 One- to Four-Family Residence District, 86-99 R-3 Low to Medium Density, Multiple- Family Residence District, 86-100 R-4 Higher Density, Multiple-Family Residence District, 86-101 R-5 Manufactured Home Park District, and 86-165 Manufactured Homes as recommended by staff with one minor change. The Ordinance Amending Sections 18-101 Installation, 86-71 Classes and enumeration of districts, 86-97 R-1 One Family Residence District, 86-98 R-2 One- to Four-Family Residence District, 86-99 R-3 Low to Medium Density, Multiple-Family Residence District, 86-100 R-4 Higher Density, Multiple-Family Residence District, 86-101 R-5 Manufactured Home Park District, and 86-165 Manufactured Homes and Call for Public Hearing was introduced at December 18, 2018, City Council meeting.

Plan Examiner/Assistant Zoning Administrator presented the item to Council.

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

Motion made by Councilmember Labat, Seconded by Councilmember DeCramer to adopt Ordinance Number 732, Second Series, Amending Sections 18101 Installation, 86-71 Classes and enumeration of districts, 86-97 R-1 One Family Residence District, 8698 R-2 One- to Four-Family Residence District, 86-99 R-3 Low to Medium Density, Multiple-Family Residence District, 86-100 R-4 Higher Density, Multiple-Family Residence District, 86-101 R-5 Manufactured Home Park District, and 86-165 Manufactured Homes. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Consent Agenda

Member Labat requested that item number 10, Consider approval of 2019 Workers Compensation Insurance, be pulled for further discussion.

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

Approval of Resolution Number 4574, Second Series, a resolution designating the Official Newspaper.

Approval of Resolution Number 4575, Second Series, a resolution designating the Official Depositories for City Funds for 2018.

Approval of amendments to the Data Practices Policies

Approval for SWMN CAT (Southwest Minnesota Chemical Assessment Team) to apply for HMEP (Hazardous Materials Emergency Planning) grant funds from the State of Minnesota Department of Homeland Security and Emergency Management (HSEM).

Approval of a LG220 Application for Exempt Permit for Holy Redeemer Church for March 23, 2019

Approval of an application for an On-Sale Intoxicating Liquor License for Holy Redeemer Church for March 23, 2019

Approval an application for an On-Sale Intoxicating Liquor License for Marshall Convention and Visitors Bureau for February 7, 2019

Approval of Resolution Number 4576, Second Series, a resolution delegating authority to the city to make electronic fund transfers

Approval of Resolution Number 4577, Second Series, a resolution to authorize the Finance Director to pay certain claims

Approval of the bills/project payments

Consider approval of 2019 Workers Compensation Insurance.

The workers compensation insurance covers the City employees, elected and appointed officials, Library and Marshall Municipal Utilities employees. The 2019 premium reflects keeping the deductible remaining at \$5,000. This will be an additional \$19,774 credit amount to the standard premium of \$263,648.

Manual Premium	\$ 387,718
Experience Mod. 0.68	-124,070
Standard Premium	263,648
Deductible Credit 7.50%	- 19,774
Premium Discount	- 28,499
Net Deposit Premium	215,375

This premium is paid by the following:

City Portion	\$181,195
Library Portion	\$2,438
MMU Portion	\$31,742

This is a \$8,567 or 4.14% increase from 2018 to 2019.

The experience modifier has increased very slightly from 0.67 in 2018 to 0.68 in 2019. That would indicate that staff have been diligent on working to keep a safe work environment as well as continued training for staff in safety at the workplace. The rate increase also reflects the upward trend in overall insurance costs. Council member Labat pulled the item for further discussion. Member Labat wanted to verify the City has reviewed its deductible amounts. Finance Director Karla Drown provided additional information on the item. There was further discussion by Council to review the rates prior to the 2020 renewal period.

Motion made by Councilmember Labat, Seconded by Councilmember Schafer to approve renewal of the 2019 City's Workers Compensation Insurance with the League of Minnesota Cities Insurance Trust. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. Voting Nay: Councilmember Labat. The motion **Passed. 5-1**

Selection of City Council President Pro tempore by City Council.

In accordance with Section 2.06 of the City Charter, the Council shall choose from its members a President Pro tempore who shall hold office at the pleasure of the Council and shall serve as president at the Mayor's absence and as a Mayor in case of the Mayor's disability or absence from the City.

Member Craig Schafer nominated John DeCramer. Member Russ Labat nominated James Lozinski. After a written ballot was collected John DeCramer obtained 5 votes, James Lozinski obtained 1 vote.

Motion made by Councilmember Schafer, Seconded by Councilmember Meister to approve the nomination of Councilmember John DeCramer to City Council President Pro tempore. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Consider Mayoral Appointment for Councilmembers to Boards/Commissions and Committees.

The Mayor holds authority to appoint Councilmembers to serve on Boards/Commission and Committees subject to Council confirmation.

Motion made by Councilmember Labat, Seconded by Councilmember Meister to approve the Mayoral Appointment for Councilmembers to Boards/Commissions and Committees. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Request to Move Dwelling into Residential District at 312 Warsaw Circle.

The house to be moved to 312 Warsaw Circle is currently located in Milroy, MN. It is a one story over basement 1,500 S.F. footprint house with a two-car attached garage built in 1968. This house was inspected by Ray Henriksen, Building Services Coordinator, and found to be in good condition suitable for moving. A photo, building diagram, and inspection report are attached. The plan is to set this house on a newly built basement at a new location; at that time the entire house will be brought up to the new Building Code. The site at Warsaw Circle Street seems to be adequate.

The residential area where this house will be moved in does have a covenant agreement, but this house seems to be generally in compliance with it. There are just a few dwellings in that area built in the mid-2000's, which are ranch and split type, that have about 1,200 SF average footprint. This house seems to be a relatively good match for the area. An aerial photo of the area is attached for Council's consideration. According to the City Ordinance, the aesthetics, i.e. how the house fits into the locale to which it is being moved, is the main concern for the Council and a deciding factor for approval. Which shall be granted in case it is determined that the house does fit into the area.

Ilya Gutman, Plan Examiner/Assistant Zoning Administrator presented the item to Council. There was further discussion by Council and Staff.

Motion made by Councilmember Schafer, Seconded by Councilmember Meister to call for public hearing to be held on January 23, 2019, at the request of Mike Swalboski to move a dwelling into a residential district at 312 Warsaw Circle. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Phase-1 Wastewater Treatment Improvements – Presentation by Bolton & Menk, Inc.

Bob VanMoer Wastewater Treatment Facility Superintendent introduced the item to Council. John Peterson a representative from Bolton & Menk, Inc., the City's consultant for the Phase-1 Wastewater Treatment Improvement Project, presented via PowerPoint on the design, schedule, and costs of the project. The plans will be ready for Council authorization to advertise for bids at the January 23, 2019 Council meeting.

Lyon County Historical Society Museum.

Executive Director of the Lyon County Historical Society Museum, Jennifer Andries and Board President, Andrea Hess provided an update on the 2nd Floor project taking place at the Lyon County Museum. The Lyon County Historical Society has been named as a 2018 recipient of a Minnesota Historical and Cultural Heritage Grant in the amount of \$265,585 for the fabrication and installation of the Lyon County Museum's 2nd floor exhibit gallery, "Making Lyon County Home".

MERIT Center Driving Track - Phase 2: Approving Plans and Specifications and Order Advertisement for Bids.

Director of Public Works/City Engineer introduced the item to Council in addition to Jon Schwichtenberg a representative from Graef-USA who presented the project via PowerPoint. The project includes the design

construction plans and specifications for the project, including alternatives for construction with all costs falling within a \$3.1 million total budget. At the Council meeting on October 9, 2018, the Council awarded the Proposal for civil engineering, landscape architecture, and building design services for the above-referenced project with Graef-USA Inc. of Minneapolis, Minnesota. The consultant has completed the design and has estimated the total project cost to fall within the budget provided. The project will be funded from the MERIT Center Driving Track-Phase 2 Fund (485-50551-5530).

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to that the Council approve the plans and specifications and order the advertisement for bids for the MERIT Center Driving Track-Phase 2. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember DeCramer Voting Nay: Councilmember Meister, Councilmember Bayerkohler. The motion **Passed. 4-2**

Consideration for approval of Professional Services Proposal for Marshall Aquatic Center.

As the City of Marshall explores improvements to the Aquatic Center, consulting and engineering firms have been solicited to provide guidance for said project. ISG of Mankato and 292 Design Group of Minneapolis have submitted Professional Services Proposals which meet the criteria required for a complete assessment of this project.

Scott VanDerMillen Director of Community Services presented the item to Council. There was further discussion by Council and Staff.

Motion made by Councilmember Labat, Seconded by Councilmember Meister to accept Professional Services Proposal as presented from 292 Design Group of Minneapolis no to exceed \$21,000. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Consider Approval of Resolutions Accepting Donations for the Parks Department.

The City of Marshall's partnership with MAYBA dates back to the installation of the baseball fields at Independence Park in the 1990's. The donation of these funds by MAYBA show's their desire to reinvest funds into our ballfields and continually strive to make our fields a better place to host games and tournaments.

MAYBA would like to donate \$8,096.50 to be put towards the regarding of the playing surface at American Legion Field. The field has been gradually getting more uneven and has become a safety concern for players.

The Marshall Baseball Association would also like to donate funds to the project at American Legion Field. The Marshall Baseball Association would like to donate \$3,000.00 to cover the costs of the new sod being installed once the re-grading is completed.

The Family of Ralph Orren would like to donate \$675.00 towards the purchase of a bench at the horseshoe courts at Independence Park in Ralph's memory as he was an avid horseshoe player.

The Kiwanis Club would like to donate \$3,000.00 towards the purchase and installation of new playground equipment at Legion Field in 2019. Total donations being accepted at this time for Park Improvements is \$14,771.75.

Preston Stensrud, Parks Superintendent, presented the resolutions to Council. There was further discussion by Council and Staff.

Motion made by Councilmember Schafer, Seconded by Councilmember Meister to adopt Resolution Number 4578, 4579, 4580 and 4581, Second Series. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Tax Abatement Policy.

At that meeting on November 13th, the City Council requested the EDA develop a draft Hotel Tax Abatement Policy which would be available for all hotel/motel developers and/or hotel renovation projects.

On Wednesday, November 21st the EDA Board was presented a preliminary draft Hotel/Motel Tax Abatement Policy for New Builds OR Renovation Projects for review and consideration.

At that EDA meeting on November 21st, a motion was made by Chet Lockwood and seconded by Stacy Frost to recommend the tax abatement policy and to also include all businesses/industrywide (instead of just hotel/motel industry) to City Council. Motion carried.

At the November 27th City Council Meeting, the draft Hotel/Motel Tax Abatement policy was presented, along with the background information and recommendation from EDA to expand the abatement policy to all types of businesses. Council Members agreed, and then directed staff to update to an abatement policy that included all types of businesses. Staff to bring back an updated policy to City Council for further review and approval.

Councilmember Labat discussed the abatement period. Economic Development Director Tara Onken commented that the maximum abatement period of 15 years is governed by State statute. However, depending on the project the period can be limited by Council.

Councilmember Meister provided discussion from the EDA.

Motion made by Councilmember DeCramer, Seconded by Councilmember Meister to adopt a Tax Abatement Policy Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer Voting Nay: Councilmember Labat, Councilmember Bayerkohler. The motion **Passed. 4-2**

Change Order Authorization.

Director of Public Works/City Engineer Glenn Olson presented the item to Council. Periodically, construction contracts require the use of change orders for a variety of reasons-- unforeseen construction items not included in the original contract, variations of contract quantities, unit price changes, time extensions, or plan errors.

Currently, the department initiates a change order whenever any of these contract changes occur, but the work is normally completed prior to Council action.

The Council has requested City staff to review the current change order process and recommend revisions to streamline the process.

In order not to delay construction progress, in accordance with our standard construction Agreement, Article 2 indicates that the "ENGINEER shall act as OWNER'S representative, assume all duties and responsibilities and have the rights and authority assigned to ENGINEER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents."

Also, in accordance with the Standard General Conditions of the Construction Contract, Section 9.01, A, indicates "Engineer will be the Owner's representative during the construction period."

However, I believe it is necessary for the Council to be aware of changes to the work previously authorized by the Council. When a construction project is authorized, the Council approves the contract with the contractor plus 5% contingencies.

In the last 10 years of project history for all projects over \$100,000.00, change orders have fallen within the 5% range. For projects up to \$100,000.00, change orders vary widely from -3% to +45% and average just under 10% because of the small original contract amounts. In accordance with our current Purchasing Policy, Council approval is not required for contracts under \$25,000.00. If a sliding scale would be considered, use \$25,000.00 or 5%, whichever is greater.

After review, it is our recommendation to allow change orders according to the following administrative procedure:

- (A) Change orders, cumulatively or singly, that do not exceed the project's contingency funding may be approved by the department director or their designee.
- (B) Change orders that cumulatively or singly increase the value of a contract to exceed the project's contingency funding by twenty-five thousand dollars or less require the approval of the City Administrator. The City Administrator may choose to seek additional approval from the Council.
- (C) The Council must approve change orders that increase the value of the contract to more than twenty-five thousand dollars beyond the project's contingency funding.
- (D) The Council approve the final reconciling change order and final payment.

Councilmember Meister commented on the size and dollar amounts of the projects.

Councilmember Bayerkohler questioned if by adopting this policy regarding change orders would lessen Council oversight. Director Olson disagreed as all the information would remain in the Council packet.

City Administrator Sharon Hanson provided additional discussion on project size, percent increases, to costs to do these types of projects and that change orders are a common occurrence throughout the State.

There was continued discussion by Council and Staff.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to adopt the change order policy. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember DeCramer Voting Nay: Councilmember Labat, Councilmember Meister, Councilmember Bayerkohler. The motion **Failed. 3-3**

Project Z66: Marguerite Avenue/South Bend Avenue Reconstruction Project – Consider Change Order No. 1.
The item on Change Order No. 1 relate to removal of a tree resulting in a contract increase of \$3,000.00.

All work has been completed in accordance with the specifications.

Motion made by Councilmember Labat, Seconded by Councilmember DeCramer that the Council approve Change Order No. 1 with R&G Construction Co. of Marshall, Minnesota, resulting in a contract increase in the amount of \$3,000.00 for the above-referenced project. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Project Z66: Marguerite Avenue/South Bend Avenue Reconstruction Project – Consider Change Order No. 2 (Final) and Acknowledgement of Final Pay Request No. 5.

The items on Change Order No. 2 (Final Reconciling Change Order) are the result of final measurements and changes in item quantities during construction. Each individual line item is shown on the spreadsheet attached to the change order.

Motion made by Councilmember Labat, Seconded by Councilmember Schafer that Council approve Change Order No. 2 (Final) with R&G Construction Co. of Marshall, Minnesota, resulting in a contract decrease in the amount of \$4,215.40 and acknowledge Final Pay Request (No. 5) in the amount of \$47,901.10 for the above-referenced project. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer. The motion **Carried. 6-0**

Commission/Board Liaison Reports

Byrnes	No Report
Schafer	No Report
Meister	No Report
Bayerkohler	No Report
DeCramer	No Report
Labat	No Report

Councilmember Individual Items

Councilmember Schafer commented on an annual coyote hunt in Southwest Minnesota.

Councilmember Meister wanted to remind the citizens of Marshall to remove snow and ice from the sidewalks in front of their homes.

Councilmember Labat wanted to remind citizens with fire hydrants on their property to keep them clear in case of an emergency.

Councilmember DeCramer discussed the Administrative Report, specifically, the Detective's report mentioning scams.

Councilmember Bayerkohler commented that Ways and Means is continuing to meet on Special Assessments. Member Bayerkohler also mentioned that in case of an emergency in Broadmoor Valley, services would be provided to residents in that area.

Mayor Byrnes provided discussion on 10 items he would like to address in 2019; City Hall Building Committee, Commercial and Industrial Street assessment policy, Rental Code ordinance, Under 21 access to tobacco, 2020 Census Complete Count, 2022 Marshall 150th anniversary, Re-establish Community Leadership program, Form a Diversity / inclusion /Workforce Development Council, strengthen accountability and outcome objectives with MACC partnerships for over-site of EDA and CVB, Build on Healthy Community Goals including Bike Friendly Community designation.

City Administrator

City Administrator Sharon Hanson discussed that the City Hall Committee would be meeting in January to discuss recent developments with the project. Administrator Hanson also commented on the Community Planning Department newsletter and commented on insurance ratings that are tied to building code and inspections.

Director of Public Works

Director of Public Works/City Engineer commented on snow removal around fire hydrants as well as the clearing of the cross walks which is the responsibility of the property owner.

City Attorney

No Report

Administrative Report

There were no questions regarding the Administrative Report.

Pending Items

There were no questions regarding the pending items.

Information Only

There were no questions on the information items.

Upcoming Meetings

There were no questions on the upcoming meetings.

Adjourn Meeting

At 8:18 P.M., Motion made by Councilmember Schafer, Seconded by Councilmember Meister to adjourn. Voting Yea: Mayor Byrnes, Councilmember Labat, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember Decramer. The motion **Carried. 6-0**

Mayor

Attest:

City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	PUBLIC HEARING
Type:	INFO/ACTION
Subject:	To Move Dwelling into Residential District At 312 Warsaw Circle
Background Information:	<p>Code Sections 18-56 through 18-62 of the City Ordinance outline the procedure for moving a house into the city limits. The process includes an on-site inspection to confirm that a house is in good enough shape to be moved and a council approval after public hearing.</p> <p>The house to be moved to 312 Warsaw Circle is currently located in Milroy, MN. It is a one story over basement 1,500 S.F. footprint house with a two-car attached garage built in 1968. This house was inspected by Ray Henriksen, Building Services Coordinator, and found to be in good condition suitable for moving. A photo, building diagram, and inspection report are attached. This house will be re-sided and reroofed prior to moving; the brick shown on photo will be removed. The plan is to set this house on a newly built basement at a new location; at that time the entire house will be brought up to the current Building Code standards. The site at Warsaw Circle seems to be adequate.</p> <p>The residential area where this house will be moved into does have a covenant agreement, but this house seems to be in compliance with it. There are just a few dwellings in that area built in the mid-2000's, which are ranch and split type, that have about 1,200 SF average footprint. This house seems to be a relatively good match for the area. An aerial photo of the area is attached for Council's consideration. According to the City Ordinance, the aesthetics, i.e. how the house fits into the locale to which it is being moved, is the main concern for the Council and a deciding factor for approval. Approval shall be granted if council determines that the house fits into the neighborhood.</p> <p>At the January 8, 2019, meeting, the City Council called for a Public Hearing to be held on January 23, 2019, regarding this application.</p>
Fiscal Impact:	The applicant will be responsible for all direct costs related to this request to move dwelling into a residential district.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council close the public hearing.



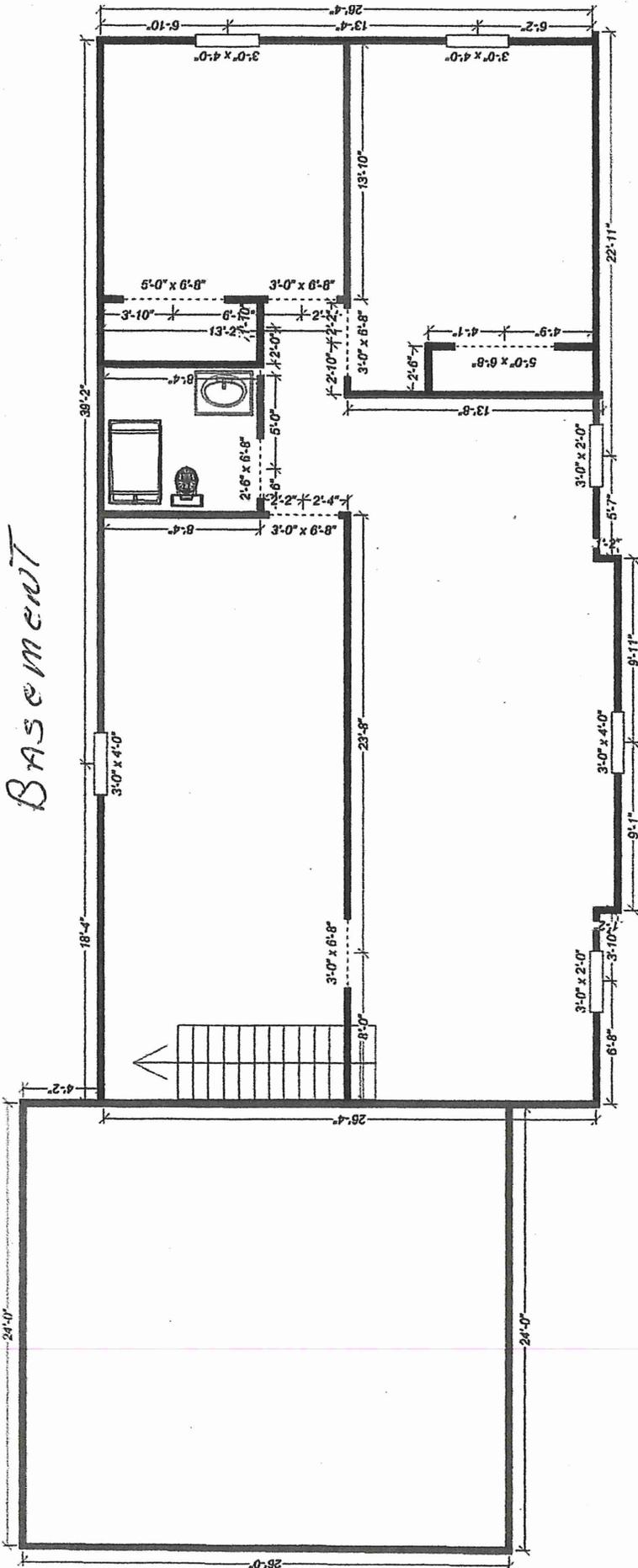
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map: Auto (Oblique) Mar 2015 - Apr 2015 image 1 of 11 03/27/2015

Basement



Mike Swalboski,
 13595 STATE HWY 19
 MILLNOY MN 56263
 507-828-9870

Mswalboski@Iwi.NET



BUILDING OFFICIAL
CITY OF MARSHALL
344 WEST MAIN STREET
MARSHALL, MN 56258
PHONE: 507-537-6773
FAX: 507-537-6830

INPECTION REPORT

DATE: 12-20-18
OWNER: Mike Swalboski
PROJECT: Inspection of Dwelling in Milroy, MN
LOCATION: Move to 312 Warsaw Circle, Marshall
FROM: Ray Henriksen
Building Official
City of Marshall, 56258

At the request of Mike Swalboski, I looked at a dwelling rural Milroy, MN to be relocated to 312 Warsaw Circle in Marshall. Dimensions, foot print layout, along with photos are on file.

The following itemized list are my observation of the dwelling for review by the City of Marshall for possible relocation.

1. Dwelling was built in 1968
2. Ranch style dwelling
3. 26 x 58 = 1508 Sq. Ft. Attached Garage 24 x 26
4. Three bedrooms on the main floor.
5. All mechanical, AC, water heater, softener, are being replaced with new systems.
6. Dwelling is stick built along with the roof system.
7. Hip roof and attic are straight and clean. No apparent roof damage or staining from water.
8. Interior and exterior walls and floor are straight and level.

Exterior:

1. Existing siding and brick veneer are replaced with new vinyl siding.
2. All windows and doors are being replaced and to meet code compliance.
3. Has new seamless gutters.
4. Roof is to be replaced and additional ventilation to meet compliance.
5. Has vented aluminum soffits.

Attic

1. 2 x 6 rafters, stick built with collar ties.
2. Plywood sheathing deck
3. No soffit chutes.
4. Attic, not accessible, will need to verify for R-value and condition.
5. All framing material appear clean, straight and good condition.

Dwelling:

1. Floor joist 2 x 10 x 16" O.C.
2. Riser - 8" to 7.5".
3. Treads 9 1/2"
4. Headroom 6' 6". Stairs will need compliance.
5. Plb.is copper with some Pex water lines. Majority of supplies are 1/2" and 3/8" supplies.
6. Vertical DWV pipes are PVC. Fixtures and venting is not visible at this time. Three sperate vents are terminating through the roof.
7. All bedrooms are awning type to be change to code compliance.
8. Bathrooms are power vented.
9. All smoke detectors need to be replaced with additional detectors And CO detectors.
10. Plaster walls. Good condition.
11. Flooring good condition.
12. HVAC – electrical radiant being change with new forced air system and ducts.
13. Current basement sheet rock ceiling is to be demo on site for transport. Inspection of floor framing plumbing will be reviewed when exposed.
14. Garage ceiling to be completed to provide fire wall separation.
15. Electrical to be inspected by the state electrical inspector. Electrical panel appears to be a newer breaker panel

Owner is considering to replacing the roof, siding, windows, and door prior to relocation. Owner considering wood foundation. There is no apparent bowing, leaning, decaying of the structure. Possibly enlarging opening between the dining and front living room. Reviewed code requirements for the structural change and load bearing points. All interior finishes are in good condition.

After field inspection of this dwelling I find this dwelling to be in good to excellent condition. See attached photos of the current condition of dwelling. (Project files/312 Warsaw Circle)



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	PUBLIC HEARING
Type:	INFO/ACTION
Subject:	To Move Dwelling into Residential District At 312 Warsaw Circle
Background Information:	<p>Code Sections 18-56 through 18-62 of the City Ordinance outline the procedure for moving a house into the city limits. The process includes an on-site inspection to confirm that a house is in good enough shape to be moved and a council approval after public hearing.</p> <p>The house to be moved to 312 Warsaw Circle is currently located in Milroy, MN. It is a one story over basement 1,500 S.F. footprint house with a two-car attached garage built in 1968. This house was inspected by Ray Henriksen, Building Services Coordinator, and found to be in good condition suitable for moving. A photo, building diagram, and inspection report are attached. This house will be re-sided and reroofed prior to moving; the brick shown on photo will be removed. The plan is to set this house on a newly built basement at a new location; at that time the entire house will be brought up to the current Building Code standards. The site at Warsaw Circle seems to be adequate.</p> <p>The residential area where this house will be moved into does have a covenant agreement, but this house seems to be in compliance with it. There are just a few dwellings in that area built in the mid-2000's, which are ranch and split type, that have about 1,200 SF average footprint. This house seems to be a relatively good match for the area. An aerial photo of the area is attached for Council's consideration. According to the City Ordinance, the aesthetics, i.e. how the house fits into the locale to which it is being moved, is the main concern for the Council and a deciding factor for approval. Approval shall be granted if council determines that the house fits into the neighborhood.</p> <p>At the January 8, 2019, meeting, the City Council called for a Public Hearing to be held on January 23, 2019, regarding this application.</p>
Fiscal Impact:	The applicant will be responsible for all direct costs related to this request to move dwelling into a residential district.
Alternative/Variations:	No alternative actions recommended.
Recommendations:	that the Council approves the request of Mike Swalboski to move a dwelling into a residential district at 312 Warsaw Circle.



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map: Auto (Oblique) Mar 2015 - Apr 2015 image 1 of 1 03/27/2015



BUILDING OFFICIAL
CITY OF MARSHALL
344 WEST MAIN STREET
MARSHALL, MN 56258
PHONE: 507-537-6773
FAX: 507-537-6830

INPECTION REPORT

DATE: 12-20-18
OWNER: Mike Swalboski
PROJECT: Inspection of Dwelling in Milroy, MN
LOCATION: Move to 312 Warsaw Circle, Marshall
FROM: Ray Henriksen
Building Official
City of Marshall, 56258

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The following itemized list are my observation of the dwelling for review by the City of Marshall for possible relocation.

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After field inspection of this dwelling I find this dwelling to be in good to excellent condition. See attached photos of the current condition of dwelling. (Project files/312 Warsaw Circle)



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Approval of Consent Agenda
Background Information:	
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	the following consent agenda items be approved as presented.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Resolution regarding Charter FCC Form 394 – Assignment of Cable Television Franchise to Sprettrum Mid-America, LLC
Background Information:	On October 1, 2018, Charter Communications submitted to the City Form 394 - Application for Franchise Authority Consent to Assignment or Transfer of Control of Cable Television Franchise. In the Application, Charter has requested the City of Marshall's approval of the proposed pro forma transfer of control of Charter from CC VIII Operating, LLC to Spectrum Mid-America, LLC, a Delaware limited liability company (Spectrum). If the transaction is completed, Spectrum will thereafter hold the cable television franchise (Franchise) in the City of Marshall.
Fiscal Impact:	NA
Alternative/ Variations:	NA
Recommendations:	Approval of the Resolution as presented.

INTRODUCTION

By letter dated October 1, 2018, Adam Falk, Senior Vice President, State Government Affairs for Charter Communications, submitted to the City FCC Form 394 ("Form 394") - Application for Franchise Authority Consent to Assignment or Transfer of Control of Cable Television Franchise ("Application"). In the Application Charter has requested the City's approval of the proposed pro forma transfer of control of Charter from CC VIII Operating, LLC to Spectrum Mid-America, LLC, a Delaware limited liability company ("Spectrum"). If the transaction is completed, Spectrum will thereafter hold the cable television franchise ("Franchise") in the City.

Moss & Barnett has been retained by a number of jurisdictions including the City (hereinafter collectively referred to as "City" or "Cities") to review the Application. This report has been provided by Moss & Barnett, a Professional Association, for the express purpose of evaluating the Application and providing the City with a recommendation on Charter's request.

Pursuant to Minnesota State law and the City's Franchise, this proposed transfer is prohibited without the written consent of the City. Federal law provides the City with a period of one hundred twenty (120) days to examine the legal, technical and financial qualifications of the proposed transferee - Spectrum. Under Federal law, if the one hundred twenty (120) days expires without action by the City, the Application is deemed granted. Given that an entity owned by Charter will retain control of the Franchise following completion of the proposed transaction, the Cities have directed that this report not address the legal and technical qualifications of Spectrum, by rather focus solely on the financial qualifications of Charter Communications, Inc. as more fully described herein.

In addition to the Franchise requirements, the following provisions of Federal law and State law govern the actions of the City in acting on the request for approval of the proposed transfer.

FEDERAL LAW

The Cable Communications Policy Act of 1984, as amended by the Cable Consumer Protection and Competition Act of 1992 and the Telecommunications Act of 1996 ("Cable Act"), provides at Section 617 (47 U.S.C. § 537):

Sales of Cable Systems. A franchising authority shall, if the franchise requires franchising authority approval of a sale or transfer, have 120 days to act upon any request for approval of such sale or transfer that contains or is accompanied by such information as is required in accordance with Commission regulations and by the franchising authority. If the franchising authority fails to render a final decision on the request within 120 days, such request shall be deemed granted unless the requesting party and the franchising authority agree to an extension of time.

Further, the Federal Communications Commission ("FCC") has promulgated regulations governing the sale of cable systems. Section 76.502 of the FCC's regulations (47 C.F.R. § 76.502) provides:

Time Limits Applicable to Franchise Authority Consideration of Transfer Applications.

(a) A franchise authority shall have 120 days from the date of submission of a completed FCC Form 394, together with all exhibits, and any additional information required by the terms of the franchise agreement or applicable state or local law to act upon an application to sell, assign, or otherwise transfer controlling ownership of a cable system.

(b) A franchise authority that questions the accuracy of the information provided under paragraph (a) must notify the cable operator within 30 days of the filing of such information, or such information shall be deemed accepted, unless the cable operator has failed to provide any additional information reasonably requested by the franchise authority within 10 days of such request.

(c) If the franchise authority fails to act upon such transfer request within 120 days, such request shall be deemed granted unless the franchise authority and the requesting party otherwise agree to an extension of time.

STATE LAW

Minnesota Statutes Section 238.083 provides:

Sale or Transfer of Franchise.

Subd. 1. Fundamental corporate change defined. For purposes of this section, "fundamental corporate change" means the sale or transfer of a majority of a corporation's assets; merger, including a parent and its subsidiary corporation; consolidation; or creation of a subsidiary corporation.

Subd. 2. Written approval of franchising authority. A sale or transfer of a franchise, including a sale or transfer by means of a fundamental corporate change, requires the written approval of the franchising authority. The parties to the sale or transfer of a franchise shall make a written request to the franchising authority for its approval of the sale or transfer.

Subd. 3. Repealed, 2004 c 261 art 7 s 29

Subd. 4. Approval or denial of transfer request. The franchising authority shall approve or deny in writing the sale or transfer request. The approval must not be unreasonably withheld.

Subd. 5. Repealed, 2004 c 261 art 7 s 29

Subd. 6. Transfer of stock; controlling interest defined. Sale or transfer of stock in a corporation so as to create a new controlling interest in a cable communication system is subject to the requirements of this section.

The term "controlling interest" as used herein is not limited to majority stock ownership, but includes actual working control in whatever manner exercised.

FINANCIAL QUALIFICATIONS

I. SCOPE OF REVIEW

Charter Communications, Inc., a Delaware corporation ("Charter"), is the ultimate parent company of CC VIII Operating, LLC, a Delaware limited liability company ("CC VIII"), the current holder of the Franchise granted by the City. Under the Franchise, Charter, through its subsidiaries, operates cable television systems (the "System") that provide cable services and other communication services in the City. Charter has requested the City's approval of the proposed pro forma transfer of control of Charter from CC VIII to Spectrum Mid-America, LLC, a Delaware limited liability company ("Spectrum").

At the request of the City, Moss & Barnett, PA has reviewed selected financial information that was provided by Charter or publicly available to assess the financial qualifications of Spectrum, an indirectly wholly-owned subsidiary of Charter.

The financial information that was provided or available through other public sources and to which our review has been limited, consists solely of the following financial information (hereinafter referred to collectively as the "Financial Statements"):

1. FCC Form 394 "Application for Franchise Authority Consent to Assignment or Transfer of Control of Cable Television Franchise" dated October 1, 2018, provided by Charter Communications, Inc. (the "Application"), along with such other exhibits as provided therewith;
2. Form 10-K for Charter Communications, Inc. filed with the Securities and Exchange Commission on February 13, 2018, for the fiscal year ended December 31, 2017; and
3. Such other information as is publicly available.

Our procedure is limited to providing a summary of our analysis of the Financial Statements in order to facilitate the City's assessment of the financial capabilities of Spectrum to control and operate the System in the City. We have not requested any additional financial information from Charter other than what is available publicly.

II. OVERVIEW OF TRANSACTION

According to the Application, Charter is simplifying its operating structure by reducing the number of operating entities and subsidiaries, and by aligning its cable operations into regional entities (the "Reorganization"). CC VIII is the authorized holder of the Franchise in the City. As part of the Reorganization, CC VIII will merge into Spectrum, another subsidiary of Charter.¹

¹ FCC Form 394 "Application for Franchise Authority Consent to Assignment or Transfer of Control of Cable Television Franchise" dated October 1, 2018, provided by Charter Communications, Inc. (the "Application") at Exhibit 1.

Upon consummation of the Reorganization, CC VIII will merge into Spectrum and assign the Franchise to Spectrum.² This merger with and into Spectrum creates a pro forma change of control of the System serving the City for which Charter is seeking the City's approval.³

As a result of the transactions described above, Charter's current shareholders, who include Liberty Broadband Corporation and Advance/Newhouse Partnership, which own 25.01% and 12.7% of Charter's Class A common stock, respectively, will continue to own a majority of the outstanding equity interests of Spectrum.⁴

The steps necessary to complete the Reorganization will conclude and be fully consummated by approximately the second quarter of 2019.⁵

III. OVERVIEW OF CHARTER AND SPECTRUM

Charter Communications, Inc. provides full service communications and cable services, along with other video programming, Internet services, and voice services to approximately 27.1 million residential and business customers in certain markets in the United States.⁶

Cable providers and telecommunication companies operate in a competitive environment and the financial performance of cable television operators, like Charter, are subject to many factors, including, but not limited to, the general business conditions, programming costs, incumbent operators, digital broadcast satellite service, technology advancements, burdensome service contracts, and customer preferences, as well as competition from multiple sources, which provide and distribute programming, information, news, entertainment and other telecommunication services.⁷ The cable business is inherently capital intensive, requiring capital for the construction and maintenance of its communications systems. Each of these factors could have a significant financial impact on Spectrum and its ability to continue to operate the System.

IV. FINDINGS

As part of our review, we have analyzed the Financial Statements, including the historical financial statements of Charter. Charter's financial statements do not separately provide financial information for Spectrum, and Spectrum did not provide us with financial statements specific to its business. Since Spectrum combined and projected financial statements are not available, we are reporting our Findings hereunder based upon Charter's historical information as reported to the Securities and Exchange Commission.

1. **Analysis of Financial Statements.** Federal law and FCC regulations provide franchising authorities, such as the City, with limited guidance concerning the evaluation of the financial qualifications of an applicant for a cable franchise. In evaluating the financial

² Application at page 2.

³ Id.

⁴ Application at Exhibit 3.

⁵ Application at Exhibit 1.

⁶ Form 10-K for Charter Communications, Inc. filed with the Securities and Exchange Commission on February 13, 2018, for the fiscal year ended December 31, 2017 ("Form 10-K") at p. 1.

⁷ Form 10-K at pp. 16-25.

capabilities of a cable operator, we believe it is appropriate to consider the performance of an applicant based on the applicant's historical performance plus its projected or budgeted financial information along with its financial capabilities (financing). We believe a general review of the historical Charter financial information may provide some insight into the general financial operations of Spectrum with respect to the Application, but we note that there are many unanswered questions regarding Spectrum's operations going forward.

Spectrum's operations will include both cable television video services and non-cable television services. According to Charter's financial statements, Charter's video service compromised approximately thirty-two and one-half percent (32.5%) of its revenue in 2017.⁸ The Charter financial information discussed below includes all of the Charter operations, including the non-cable television video services. We have analyzed historical financial statements as of December 31, 2017 and 2016 in providing the information in this section.

2. Specific Financial Statement Data and Analysis.

(a) **Assets.** Charter had (i) current assets of \$2,555 million and \$3,300 million; and (ii) total assets of \$146,623 million and \$149,067 million as of December 31, 2017 and 2016, respectively.⁹

(b) **Liabilities and Net Equity.** Charter had (i) current liabilities of \$11,090 million and \$9,572 million; (ii) deferred taxes of \$17,314 million and \$26,665 million; and (iii) long term debt of \$68,186 million and \$59,719 million as of December 31, 2017 and 2016, respectively.¹⁰

(c) **Income and Expense.** Charter reported (i) revenue of \$41,581 million and \$29,003 million; (ii) operating expenses of \$26,541 million and \$18,655 million; and (iii) operating income of \$10,115 million and \$3,522 million for the year ending December 31, 2017 and 2016, respectively.¹¹ Charter posted an overall net loss for the fiscal year ending December 31, 2015.¹²

V. SUMMARY

Using the FCC Form 394 to establish an absolute minimum standard of financial qualifications that a proposed applicant must demonstrate in order to be qualified as the successor operator of the System, Charter has the burden of demonstrating to the City's satisfaction that Charter has "sufficient net liquid assets on hand or available from committed resources" to consummate the transaction and operate the System, together with its existing operations, for three (3) months. This minimum standard is not easy to apply to the complex organizational structure of Charter and the multiple wholly-owned companies that hold cable operations in other geographical locations.

⁸ Form 10-K at p. 3.

⁹ Form 10-K at p. F-4.

¹⁰ Form 10-K at p. F-4.

¹¹ Form 10-K at p. F-5.

¹² Id.

Based solely on Charter's financial information that we reviewed and limited strictly to the financial information analyzed in conducting this review, we do not believe that Charter's request for transfer of the System from one indirectly wholly-owned subsidiary to another indirectly wholly-owned subsidiary can reasonably be denied based solely on a lack of financial qualifications of Charter.

In the event the City elects to proceed with approving the proposed transfer of control, the assessment of Charter's financial qualifications should not be construed in any way to constitute an opinion as to the financial capability or stability of Charter to (i) operate under the Franchise, (ii) operate its other operations, or (iii) successfully consummate the transaction as contemplated in the Transaction Agreement. The sufficiency of the procedures used in making an assessment of Charter's financial qualifications and its capability to remain the parent of the operator of the System is solely the responsibility of the City. Consequently, we make no representation regarding the sufficiency of the procedures used either for the purpose for which this analysis of financial capabilities and qualifications was requested or for any other purpose.

Lastly, in order to ensure compliance with its obligations to operate the System and since we have based a significant part of our analysis on the Financial Statements of Charter, the parent entity; we recommend that the City maintain any performance bonds, security funds and/or corporate parent guaranty that may be required under the Franchise.

RESOLUTION REGARDING THE PROPOSED TRANSACTION

Moss & Barnett has prepared a proposed Resolution approving the transaction for the City's review and consideration - attached hereto as Exhibit A.

**EXHIBIT A
RESOLUTION**

RESOLUTION NUMBER _____, SECOND SERIES

APPROVING THE ASSIGNMENT OF THE CHARTER CABLE FRANCHISE

WHEREAS, CC VIII Operating, LLC (hereinafter referred to as "Grantee"), currently holds a cable television franchise ("Franchise") granted by the City of Marshall, Minnesota ("City"); and

WHEREAS, Grantee operates a cable television system ("System") that provides cable services and other communication services in the City; and

WHEREAS, Charter Communications, Inc., ("Charter") is the ultimate parent company of Grantee; and

WHEREAS, on or about October 1, 2018 the City received from Grantee, FCC Form 394 - Application for Franchise Authority Consent to Assignment or Transfer of Control of Cable Television Franchise ("Application"); and

WHEREAS, under the Application Grantee and Charter have requested the City's approval of the proposed assignment of the Franchise ("Assignment") from Grantee to Spectrum Mid-America, LLC, a Delaware limited liability company ("Spectrum"); and

WHEREAS, Spectrum will become the new holder of the Franchise in the City; and

WHEREAS, Federal law and the terms of the Franchise require that the City take action to consider the Application within one hundred twenty (120) days of the date of receipt, or on or before January 29, 2019; and

WHEREAS, Minnesota state law and the Franchise require the City's advance written consent prior to the proposed Assignment; and

WHEREAS, the City has reviewed the Application and the proposed Assignment, and based on information provided by Grantee and information otherwise publicly available, the City has elected to approve the Assignment subject to certain conditions as set forth herein.

NOW, THEREFORE, the City of Marshall, Minnesota hereby resolves as follows:

1. All of the above recitals are hereby incorporated by reference as if fully set forth herein.
2. The Franchise is in full force and effect and Grantee is the lawful holder of the Franchise.
3. The City hereby consents and approves of the Assignment as set forth in the Application.
4. The City's consent to the Assignment shall not serve to waive any rights the City may have under applicable law to hold the Grantee or Spectrum liable for any and all liabilities, known and unknown, under the Franchise.

5. The City expressly reserves any and all rights it may have under applicable law to enforce compliance with the terms of the Franchise against Grantee and Spectrum.

6. In the event the Assignment contemplated by the Application is not completed, for any reason, the City's consent shall not be effective and shall be null and void.

This Resolution shall take effect and continue and remain in effect from and after the date of its passage, approval, and adoption.

Approved by the City of Marshall, Minnesota this ___ day of _____, 2018.

ATTEST:

CITY OF MARSHALL, MINNESOTA

By: _____

By: _____

Its: _____

Its: _____



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Approval of a Special Assessment Deferral
Background Information:	<p>The City of Marshall Charter section 54.3 and Minn. Stat. §§ 435.193 through 435.195, senior citizens and retired disabled homeowners may defer special assessments levied against homestead property owned by the applicant if they meet the certain criteria.</p> <p>Leticia L Stroud filed application to defer a special assessment in the amount of \$9,607.32 for her Homestead Property located at 300 East Lyon Street, Marshall, MN 56258 (27-224001-0).</p> <p>After review of the application, it has been determined that all criteria under the Marshall Charter and Minn. Statues have been met.</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	Approve the Special Assessment Deferral for Leticia Stroud for 300 East Main Street in the amount of 9,607.32.

LEGAL NOTICE
NOTICE OF DEFERRED SPECIAL ASSESSMENT

Notice is hereby given that the City of Marshall, Minnesota, did at its regular City Council Meeting on January 23, 2019 considered the application submitted by Leticia L. Stroud for the deferral of a special assessment pursuant to Minnesota Statutes 435.193 through 435.195, which assessment was in the original amount of \$12,009.14 for East Lyon Street Reconstruction Project (Z45) which includes sanitary sewer, watermain, storm sewer, driveway, sidewalk street and miscellaneous that benefited the following described real estate, to-wit:

Lot 1, Ertz Addition to the City of Marshall, MN
(300 East Lyon Street; Parcel Number 27-224001-0)

The City Council, after considering said application, did grant a deferral of said special assessment in the amount of \$9,607.32 pursuant to Minnesota Statutes 435.193 through 435.195 under the following conditions.

That the deferment of said payment of special assessments shall terminate and all amounts accumulated plus interest at the rate of 3.87% per annum from January 1, 2020 on said assessment of \$9,607.32 shall become due upon the occurrence of any of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferment)
- The sale, transfer, or subdivision of any part of the property
- The loss of homestead status of the property
- A determination by the City Council that requiring immediate or partial payment would no longer impose a hardship
- No longer in active military status as defined by Minnesota Statute 190.05, subdivision 5b or 5c

Dated this 23rd day of January 2019

CITY OF MARSHALL

ATTESTED

By: _____
Mayor

By: _____
City Clerk

STATE OF MINNESOTA
COUNTY OF LYON

The foregoing instrument was acknowledged before me this 23rd day of January 2019 by Mayor Robert J. Byrnes and City Clerk Kyle Box respectively of the City of Marshall, Minnesota a municipal corporation under the laws of Minnesota, on behalf of the municipality.

Notary Public

My Commission Expires:



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider authorization to declare vehicles as surplus property for the Police Department.
Background Information:	These vehicles have been abandoned or seized by the Marshall Police Department and have gone through the notification processes and required periods for disposal. These vehicles will be auctioned on-line at the state site or will be taken to Alters for disposal.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	To declare surplus property for the Marshall Police Department.

18-15424	97 Chevy Monte Carlo	695 WAN	2G1WW12MOV9134916	Abandoned
18-21661	97 Nissan Maxima	BCN 086	JN1CA21D7VM501431	Abandoned
18-18149	98 Pont. Bonneville	663 KDM	1G2HX52LXWH222649	Abandoned
16-23062	01 Pont Montana	463 PNY		Forf (City Atty)
18-18925	02 Pont Bonneville	166 NEU	1G2HX54K224175034	Abandoned
18-18961	98 GMC Jimmy	689 UTN	1GKDT13W6WK525421	Abandoned



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Vacate Easements in Commerce Industrial Park – Call for Public Hearing on Resolution Authorizing the Vacation of Easements.
Background Information:	<p>The City of Marshall is in the process of developing a new industrial area known as Commerce Industrial Park. The area has been reconstructed to include a new street (Michigan Road extension), connection of Michigan to T.H. 68, utilities, and stormwater ponding and drainage areas throughout the subdivision.</p> <p>Because of the newly developed areas, it is necessary to replat the area. The new plat will include revised developable properties, outlot areas, and new utility easement designations.</p> <p>It is necessary to vacate the utility easements shown on the attached resolution prior to the recording of Commerce Industrial Park Second Addition, previously approved by City Council.</p> <p>A map of the vacation area is attached.</p> <p>A Housing & Redevelopment Authority meeting will be scheduled on February 12, 2019, prior to the hearing for HRA review and approval.</p> <p>Prior to the public hearing and adoption of the resolution granting a petition for vacation, all utility companies will be contacted.</p>
Fiscal Impact:	None.
Alternative/Variations:	No alternative actions recommended.
Recommendations:	that the Council call for public hearing on the attached Resolution Authorizing the Vacation of Easements in Commerce Industrial Park to be held on February 12, 2019.

RESOLUTION NUMBER _____, SECOND SERIES

RESOLUTION AUTHORIZING VACATION OF EASEMENTS FOR
COMMERCE INDUSTRIAL PARK
TO THE CITY OF MARSHALL

WHEREAS, the City Council for the City of Marshall, Minnesota, and the Housing and Redevelopment Authority in and for the City of Marshall, Minnesota, after public hearing hereby authorizes the vacation of easements from the following described properties, situate in City of Marshall, Lyon County, Minnesota:

1. All existing utility easements adjacent to the north line of Lot 2, Block Three, Commerce Industrial Park.
2. All existing utility easements adjacent to the west line of Lot 2, Block Three, Commerce Industrial Park.

WHEREAS, the City Council for the City of Marshall, and the Housing and Redevelopment Authority in and for the City of Marshall hereby deems the request for vacation of easements to be reasonable.

NOW THEREFORE, BE IT RESOLVED, as follows:

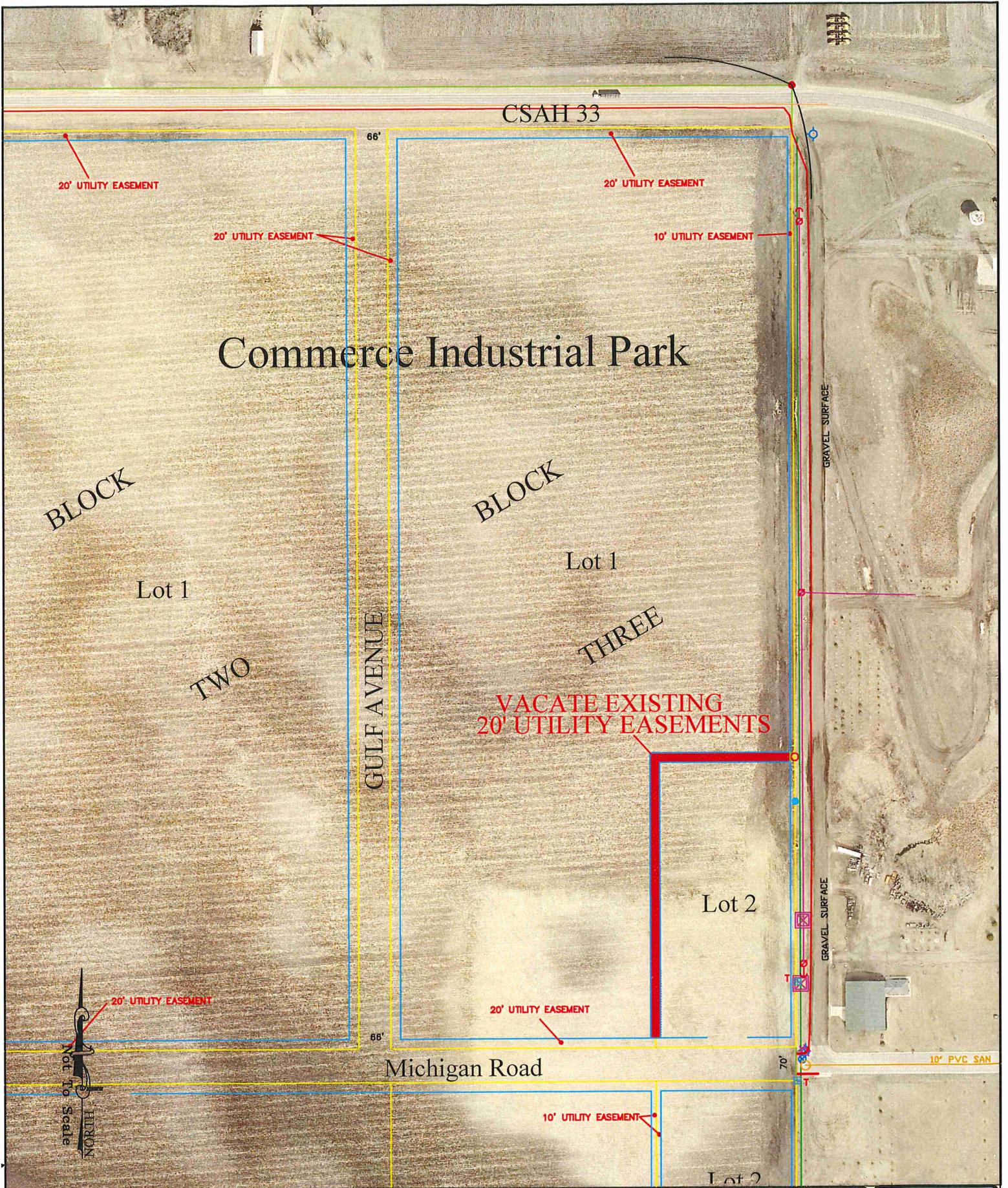
That the appropriate officials of the City of Marshall, Minnesota, and the Housing and Redevelopment Authority in and for the City of Marshall, are hereby authorized authorizes the vacation of easements from the above described properties and to file with the Lyon County Recorder a certified copy of this resolution.

Passed and adopted by the City Council this 12th day of February, 2019.

Robert J. Byrnes, Mayor

ATTEST:

Kyle Box, City Clerk



CITY ENGINEERS OFFICE
 344 WEST MAIN STREET
 MARSHALL, MINNESOTA
 56258

Exhibit A

Commerce Industrial Park
 Vacate Easements

DATE
 01/15/2019

SHEET 49
 1 OF 1



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider an application for an On-Sale Intoxicating Liquor License for Marshall Area Chamber of Commerce for February 21, 2019.
Background Information:	Attached is an application for a Temporary On-Sale Liquor License for Marshall Area Chamber of Commerce for February 21, 2019 at Advanced Eye Care, Marshall, MN
Fiscal Impact:	\$30.00
Alternative/ Variations:	None
Recommendations:	the approval of a Temporary On-Sale Liquor License for Marshall Area Chamber of Commerce for February 21, 2019 at Advanced Eye Care, Marshall, MN.



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: Marshall Area Chamber of Commerce Date organized: 2-11-1930 Tax exempt number:

Address: 118 W. College Dr. City: Marshall State: Minnesota Zip Code: 56258

Name of person making application: Brad Gruhot Business phone: 507-532-4484 Home phone:

Date(s) of event: February 21st, 2019 Type of organization: Club Charitable Religious Other non-profit

Organization officer's name: Jill Pieper City: Marshall State: Minnesota Zip: 56258

Add New Officer

Location where permit will be used. If an outdoor area, describe.

Advanced Eyecare - Business After Hours

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

No

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

No

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

Marshall
 City or County approving the license

\$ 30.00
 Fee Amount

1-14-19
 Date Fee Paid

 Date Approved

 Permit Date

 City or County E-mail Address

 City or County Phone Number

 Signature City Clerk or County Official

 Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider LG220 Application for Exempt Permit for Shades of the Past for June 1, 2019.
Background Information:	This LG220 application of Exempt Permit is for Shades of the Past for June 1, 2019 at Running's Store, 1101 East Main Street, Marshall, Minnesota
Fiscal Impact:	There is no City fee for this permit.
Alternative/ Variations:	Not acknowledge this permit.
Recommendations:	BE IT RESOLVED, that the City Council hereby (1) grants local unit of government approval to Shades of the Past to hold a raffle on June 1, 2019, at Running's Store, 1101 East Main Street, Marshall, Minnesota, (2) acknowledges the receipt of LG220 Application of Exempt Permit, (3) waives the 30-day waiting period, and (4) authorizes and directs the appropriate city personnel to complete and sign the LG220 Application for Exempt Permit on behalf of the City of Marshall

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Shades of the Past, Marshall, MN Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO Box 434

City: Marshall State: MN Zip: 56258 County: Lyon

Name of Chief Executive Officer (CEO): Jerry Haas

CEO Daytime Phone: 507-828-8209 CEO Email: haasjerry@yahoo.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): patfdero@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Running's Store

Physical Address (do not use P.O. box): 1101 East Main Street

Check one:
 City: Marshall Zip: 56258 County: Lyon
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): June 1, 2019

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

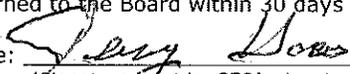
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 01-10-19
(Signature must be CEO's signature; designee may not sign)

Print Name: Jerry Haas, President Shades of the Past

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

State of Minnesota

SECRETARY OF STATE

Certificate of Good Standing

I, Mary Kiffmeyer, Secretary of State of Minnesota, do certify that: The corporation listed below is a corporation formed under the laws of Minnesota; that the corporation was formed by the filing of Articles of Incorporation with the Office of the Secretary of State on the date listed below; that the corporation is governed by the chapter of Minnesota Statutes listed below; and that this corporation is authorized to do business as a corporation at the time this certificate is issued.

Name: Shades of the Past of Marshall, Inc.

Date Formed: 01/12/1987

Chapter Governed By: 317A

This certificate has been issued on 01/17/01.



Mary Kiffmeyer
Secretary of State.

Business Record Details »

Minnesota Business Name
Shades of the Past of Marshall, Inc.

Business Type
 Nonprofit Corporation (Domestic)

MN Statute
 317A

File Number
 1A-524

Home Jurisdiction
 Minnesota

Filing Date
 01/12/1987

Status
 Active / In Good Standing

Renewal Due Date
 12/31/2019

Registered Office Address
 2623 State Hwy 23
 Marshall, MN 56258
 USA

Registered Agent(s)
 (Optional) None provided

President
 Mark Mather
 503 Central Ave
 Marshall, MN 56258
 USA

Renewal History

Renewal History

Filing Date	Filing
04/19/1990	Annual Renewal - Nonprofit Corporation (Domestic)
02/05/1991	Annual Renewal - Nonprofit Corporation (Domestic)
02/19/1992	Annual Renewal - Nonprofit Corporation (Domestic)
07/28/1993	Annual Renewal - Nonprofit Corporation (Domestic)
08/08/1994	Annual Renewal - Nonprofit Corporation (Domestic)

Filing Date	Filing
08/11/1995	Annual Renewal - Nonprofit Corporation (Domestic)
10/02/1996	Annual Renewal - Nonprofit Corporation (Domestic)
10/22/1997	Annual Renewal - Nonprofit Corporation (Domestic)
08/24/1998	Annual Renewal - Nonprofit Corporation (Domestic)
03/20/2000	Annual Renewal - Nonprofit Corporation (Domestic)
07/19/2000	Annual Renewal - Nonprofit Corporation (Domestic)
08/01/2001	Annual Renewal - Nonprofit Corporation (Domestic)
05/14/2003	Annual Renewal - Nonprofit Corporation (Domestic)
01/01/2004	Nonprofit Corporation (Domestic) Annual Renewal Deferred
12/23/2004	Annual Renewal - Nonprofit Corporation (Domestic)
06/06/2005	Annual Renewal - Nonprofit Corporation (Domestic)
04/21/2006	Annual Renewal - Nonprofit Corporation (Domestic)
05/04/2007	Annual Renewal - Nonprofit Corporation (Domestic)
07/23/2008	Annual Renewal - Nonprofit Corporation (Domestic)
08/31/2009	Annual Renewal - Nonprofit Corporation (Domestic)
05/18/2010	Annual Renewal - Nonprofit Corporation (Domestic)
05/12/2011	Annual Renewal - Nonprofit Corporation (Domestic)
1/2/2013	Annual Renewal - Nonprofit Corporation (Domestic)
9/15/2014	Annual Reinstatement - Nonprofit Corporation (Domestic)
8/19/2015	Annual Renewal - Nonprofit Corporation (Domestic)
8/1/2016	Annual Renewal - Nonprofit Corporation (Domestic)
6/28/2017	Annual Renewal - Nonprofit Corporation (Domestic)
9/12/2018	Annual Renewal - Nonprofit Corporation (Domestic)



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider a venue change for an On-Sale Intoxicating Liquor License for Holy Redeemer Church for March 23, 2019.
Background Information:	This application was approved on 1/8/19. The applicant is requested a venue change from Holy Redeemer to Bello Cucina.
Fiscal Impact:	\$30.00
Alternative/ Variations:	None
Recommendations:	To approve the venue change of a Temporary On-Sale Liquor License for Holy Redeemer Church to use on March 23, 2019 at Bello Cucina 100 West College Dr, Marshall, Minnesota



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider a venue change for a LG220 Application for Exempt Permit for Holy Redeemer Church for March 23, 2019
Background Information:	This applicaton was approved on 1/8/19. The applicant is requesting a venue change from Holy Redeemer to Bello Cucina.
Fiscal Impact:	There is no City fee for this permit.
Alternative/ Variations:	Not acknowledge this permit.
Recommendations:	To approve a venue, change of a LG220 Exempt Permit for Holy Redeemer Church to use on March 23, 2019 at Bello Cucina 100 West College Dr., Marshall, MN



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Resolution Amending the 2019 Fee Schedule
Background Information:	<p>Attached is the proposed amendments to the 2019 Fee Schedule. The Ways & Means Committee reviewed the amendments to the Fee Schedule at their meeting on January 22, 2019. Staff and Ways & Means Committee are recommending Council approval of amendments.</p> <p>Amendments are pertaining to the tax abatement application and Fire department fees. The amendments are shown in the redlined Fee Schedule.</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	Approve Resolution Number XXXX, Second Series approving specific fees to be charged by the City of Marshall.

RESOLUTION NUMBER _____, SECOND SERIES

RESOLUTION APPROVING SPECIFIC FEES TO BE CHARGED
BY THE CITY OF MARSHALL

WHEREAS, several sections of the City Code permit the Common Council to adopt by resolution, rules, regulations and permit fees which will be effective in the City.

NOW THEREFORE, BE IT RESOLVED, the 2019 amended fee schedule is hereby approved for the designated services of the City of Marshall and shall be effective January 23, 2019.

Passed and adopted by the City Council this 23rd day of January 2019.

Robert J. Byrnes
Mayor of the City of Marshall

ATTEST:

Kyle Box
City Clerk



2019 FEE SCHEDULE

Approved 1/23/2019

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Finance charge: 1.5% per month on unpaid balance of City bills after 30 days from date of 1st billing

ASSESSING DEPARTMENT

	<u>Fee/Charge</u>
Copies	\$ 0.25 per side
Sales Summary	\$ 10.00 each
Apartment List	\$ 15.00
Ownership Searches	\$ 4.00 per parcel
Yearly Subscription Rate	\$ 75.00

CLERK

	<u>Fee/Charge</u>
Brewer Tap Room	\$ 500.00 Annual
Club License	\$ 275.00 Annual
Consumption & Display	\$ 130.00 Annual
	\$ 25.00 1 Day
Growlers License	\$ - Annual
On-Sale Liquor License	\$ 3,000.00 Annual
Financial Background (on-sale liquor)	Charged at rate of 3rd Party Vendor
Off-Sale 3.2% Malt Liquor	\$ 90.00 Annual
On-Sale 3.2% Malt Liquor	\$ 250.00 Annual
Sunday Liquor	\$ 200.00 Annual
Temporary On-Sale Liquor	\$ 30.00 Per Day
Temporary On-Sale 3.2% Malt Liquor	\$ 30.00 Per Day
	\$ 50.00 Month
Tobacco License	\$ 150.00 Annual
Wine License	\$ 600.00 Annual
Dangerous Animals	\$ 150.00 Annual
Dog or Cat License	
Male/Female	\$ 16.00 Annual
Unisex	\$ 8.00 Annual
Replacement of tag	\$ 1.00
Pick-up (Animal at large)	\$ 10.00
Board	\$ 10.00 Per Day
Animal at Large	\$ 90.00
No City License	\$ 90.00
Rabies Vaccination not current	Court
Disturbing the Peace	Court
Garbage & Refuse Haulers	\$ 160.00 Annual
Special Vehicle Permit	\$ 35.00 Annual
Non-profits Exempt (must provide certification)	
Taxicabs	\$ 100.00 Annual
	\$ 25.00 Per Additional Vehicle
Transient Merchant	\$ 30.00 Per Month
	\$ 160.00 Bi-Annual
	\$ 315.00 Annual
Refunding of License Fee	20% of fee up to a maximum of \$100.00

ADMINISTRATION & HUMAN RESOURCES

	<u>Fee/Charge</u>
W-2 - Duplicate	\$ 15.00
ACA Form/1095-C - Duplicate	\$ 15.00
Deposit Notice – Duplicate	\$ 5.00
Copies	\$ 0.25
Administrator Fee for Retiree Insurance (<i>Health/Dental/Life</i>)	2% of total cost to the City

FINANCE

	<u>Fee/Charge</u>
Assessment Searches	\$ 15.00
Returned check for all City departments	\$ 30.00
Budget Reports	\$ 25.00
Audit Reports	\$ 25.00
Business Tax Abatement Application	\$ 750.00

COMMUNITY SERVICES

	<u>Fee/Charge</u>	<u>Deposit</u>
Shelter Permits	\$ 25.00	\$25.00
Park Gazebo Permit	\$ 25.00	\$25.00
Moving Liberty Park Benches for Events	\$ 100.00	
Collapsible Picnic Tables (Min:6/Max:50)	\$ 10.00 Per Table/Per Day	
Tents 20 x 20	\$ 200.00 Weekend	\$200.00
	\$ 100.00 Per Day	\$200.00
Tents 20 x 30	\$ 200.00 Weekend	\$200.00
	\$ 100.00 Per Day	\$200.00
Band Shell	\$ 150.00 Per Day	\$50.00
Channel Parkway Complex	\$ 100.00 Per Day	\$100.00
	\$ 150.00 2 Days	\$100.00
Amateur Sports Complex	\$ 250.00 Per Day	\$100.00
	\$ 200.00 2 Days	\$100.00
One Ballfield	\$ 75.00 Per Day	\$100.00
Independence Park Youth Ballfields	\$ 50.00 Per Day/Per Field/Without Lights	
(2 Fields: 1 Lighted & 1 Not Lighted)	\$ 75.00 Per Day/One Field With Lights	
	\$ 125.00 Per Day/Both Fields/One Field With Lights	
American Legion Field Ballfield	\$ 150.00 Per Day/Without Lights	
	\$ 200.00 Per Day/With Lights	
Legion Field Park Youth Ballfields	\$ 25.00 Per Day	
Justice Park Youth Baseball/Softball Field	\$ 25.00 Per Day	
Marshall Aquatic Center (Minimum 25 people)	\$ 100.00 Per Hour &	
	\$ 3.00 Per Person	

<u>Cable</u>	<u>Fee/Charge</u>	
DVD	\$ 11.00	Includes Tax
CD	\$ 3.00	
CD w/Printed Cover	\$ 5.00	
Filming w/Certification	\$ 50.00	Per Day
Editing w/Certification	\$ 10.00	Per Hour
Certification Training	\$ 100.00	
Student (high school and full-time post secondary)	\$ 25.00	Per Hour

<u>Stage</u>	<u>Fee/Charge</u>	
Damage Deposit	\$ 500.00	
Call-Back	\$ 50.00	Per Hour

Basic Unit; 24x20 ft., set-up and take down		
Marshall non-profit business or agency	\$ 250.00	
Marshall for profit business or agency	\$ 350.00	
All others	\$ 600.00	

Basic Unit; <u>plus additional</u> 16x4 ft., set-up and take down		
Marshall non-profit business or agency	\$ 350.00	
Marshall for profit business or agency	\$ 500.00	
All others	\$ 1,200.00	

<u>Park Land Development</u>	<u>Fee/Charge</u>	
For any residential or commercial subdivision of property after March 10, 2009, upon initial sale		
Residential Lot	\$ 500.00	Per Lot
Commercial Lot		2% Of gross unimproved value per commercial lot

<u>Telecommunication</u>	<u>Fee/Charge</u>	
Application	\$ 1,000.00	
Annual Permit	\$ 1.00	Per Lineal Foot from point of initiation to point of termination for the use of City owned right-of-way

<u>Adult Community Center</u>	<u>Fee/Charge</u>		
Meeting Room (24 chairs only or 16 with tables)	\$ -	Per Hour	Groups A , B
	\$ 20.00	Per Hour	Group C
Dining Hall (140 chairs with tables)	\$ -	Per Hour	Groups A , B
	\$ 30.00	Per Hour	Groups A , B**
	\$ 75.00	Per Hour	Group C

The kitchen is not available for use. This applies to all caterers and renters.
(This includes the refrigerator, stove, freezer, sink, dishwashers, etc.)

Group A: Seniors/City of Marshall sponsored events.

Any group of seniors meeting during regular scheduled hours (9-4), depending on space assignment.

Group B: Local public agencies and non-profit organizations.

Group C: Private/Commercial/State of Minnesota Groups

** Meeting after regular scheduled hours (after 4:00 p.m.)
 Rentals will be made as follows based on space availability:

1. Senior Center Programs/Activities
2. Marshall Area Senior Citizens, Inc. Members (receive a \$5/hr. discount)
3. Seniors (age 55 & older)
4. All others

Red Baron Arena and Expo Center

	<u>Fee/Charge</u>
Video Board usage for events	\$ 300.00 Per Event
Plus Staff time	\$ 25.00 Per Hour Per Staff
Advertising Fees	Contractual Agreement

Ice Rink

	<u>Fee/Charge</u>
Open Rate	\$ 125.00 Per Hour
10 or more hours booked at one time	\$ 115.00 Per Hour
30 or more hours booked at one time	\$ 100.00 Per Hour
Marshall Community Services	\$ 75.00 Per Hour
Marshall High School	\$ 75.00 Per Hour
(Marshall High School will not be charged ice time during high school games or tournaments)	
Southwest Figure Skating Club	\$ 75.00 Per Hour
Marshall Area Hockey Association (MAHA)	\$ 65.00 Per Hour (1st 450 hrs.) \$40.00 Per Hour thereafter
Off season (June 1–August 31)(Saturday and Sunday)	\$ 80.00 Per Hour
Ice Painting Equipment	\$ 250.00 Per Day

Expo/Meeting Room

	<u>Fee/Charge</u>
Full day expo floor rental	\$ 1,050.00 Per Day
Event SETUP	\$ 50.00 Per Hour after 5pm
Event CLOSURE	\$ 50.00 Per Hour after 5pm
Club Room	\$ 400.00 Per Day or Event
	\$ 80.00 Per Hour
Lower level meeting Room	\$ 30.00 Per Hour

FIRE DEPARTMENT

	<u>Fee/Charge</u>
Fire/Rescue Calls (Outside city limits)	\$ 1,000.00 \$ 750.00
Fire/Rescue Calls (Within city limit)	\$ 750.00

After 5 hours, incident billing will follow the Southwest/West Central Fire Department Association Mutual Aid Agreement

Hazardous Materials Trailer	\$ 750.00 Plus supplies & materials used
Pumping Fuel or Gas (48 hours to pick up)	\$ 1.00 Per Gallon in and out (48 hours to pick up)

If not picked up within 48 hours, owner will be assessed cost of Hazardous waste disposal contractor to dispose of waste.

Natural Gas Hits	\$ 750.00 Per Call
Automatic fire alarm activation	\$ 750.00 Per Call

(3rd call and after, within 72 hour period OR 3 business days, until functional)

Education Trailer (to all departments)	\$ 150.00 Per Day
Fire Chief's call for service (officer's pages)	\$ 100.00 Per Hour
Each firefighter responding to the call for service	\$ 17.50 Per Hour

Calls that are caused by negligence will be billed out on cost basis of equipment and manpower:

<u>Fire Equipment</u>		<u>Fee/Charge</u>	
Rescue Van		\$ 125.00	Per Hour
1500 GPM Engine	\$ 295.00	\$ 150.00	Per Hour
1000 GPM Engine		\$ 200.00	Per Hour
Ladder Truck	\$ 750.00	\$ 200.00	Per Hour For Initial First Hour
		\$ 250.00	Per Hour thereafter
Tanker	\$ 160.00	\$ 150.00	Per Hour
Grass Rig	\$ 125.00	\$ 100.00	Per Hour
Haz-Mat Trailer		\$ 125.00	Per Hour
Water Auger with Engine or Tanker		\$ 150.00	Per Hour
UTV	\$ 85.00	\$ 100.00	Per Hour
Mileage outside Lyon County Mutual Aid area		\$ 1.75	Per Mile

Mileage to organizations outside the

Southwest/West Central Fire Department Mutual Aid

Any equipment/tools damaged/destroyed due to the call for service will be assessed at actual cost to the owner or responsible party of the call for service.

Supplies: (Billed out at cost incurred)

Class A Foam	AFFF Foam	\$ 150.00	Per Pail
Class B Foam	AR-AFFF Foam	\$ 200.00	Per Pail
Floor Dry	\$ 15.00	\$ 10.00	Per Bag
55 Gallon steel barrel with metal lid		\$ 135.00	Per Barrel
8"x10' absorbent boom		\$ 145.00	Per Boom

PUBLIC SAFETY DEPARTMENT

	<u>Fee/Charge</u>
Police Records	\$ 0.25 Per Sheet of six pages or more
DVD/CD of Photos, Videos and Audio	\$ 20.00 Each
False Alarm Call (after 3rd)	\$ 60.00
Residence Check	
First three checks	\$ 40.00
After 3rd check	\$ 10.00
Towing Administration Fee	\$ 15.00
Storage	\$ 25.00 Per Day
Opening Car Door	\$ 35.00
In-house Background Check	\$ 20.00
Funeral Escorts (3 or more Officers)	\$ 150.00
Bank Escorts	\$ 50.00

Parking Violations

	<u>Fee/Charge</u>	<u>After 10 Days</u>
Prohibited Parking	\$ 15.00	\$ 30.00
Double Parking	\$ 15.00	\$ 30.00
Blocking Driveway	\$ 15.00	\$ 30.00
No Parking Zone	\$ 15.00	\$ 30.00
Blocking Alley	\$ 15.00	\$ 30.00
Parking in Alley	\$ 15.00	\$ 30.00

MERIT CENTER

Classroom

	Room A or B <u>1/2 Day</u>	Room A or B <u>Full Day</u>	Room A & B <u>1/2 Day</u>	Room A & B <u>Full Day</u>
Public Safety	\$ 10.00	\$ 10.00	\$ 20.00	\$ 20.00
Government/Non-Profit	\$ 30.00	\$ 50.00	\$ 45.00	\$ 75.00
Business	\$ 50.00	\$ 75.00	\$ 75.00	\$ 100.00

Props & Simulators

	<u>Fee/Charge</u>
Public Safety	\$ 35.00 Per Item Per Day
Government/Non-Profit	\$ 35.00 Per Item Per Day
Business	\$ 50.00 Per Item Per Day

Driving Course

	<u>1/2 Day</u>	<u>1/2 Day Hourly</u>	<u>Full Day</u>	<u>Full Day Hourly</u>
Government/Non-Profit	\$ 120.00	\$ 20.00	\$ 200.00	\$ 35.00
Business	\$ 200.00	\$ 30.00	\$ 300.00	\$ 50.00

Rate Categories

Public Safety: training of police, fire, ambulance, hazardous material teams, etc.

Government/Non-Profit: training for entities such as civic, charitable, service clubs, government organizations, etc.

Business: training for private individuals, organizations, and businesses of any kind.

** Marshall Community Services Drivers Education Program Fees and Rates set by separate agreement.*

PUBLIC WORKS DEPARTMENTS

Airport

	<u>Fee/Charge</u>
Hangar Rent	
Single Engine	\$ 80.00 Per Month
Twin Engine	\$ 100.00 Per Month
Winch	\$ 10.00 Per Month
Electric service for Heater	\$ 5.00 Per Month

(These rates are for governmental agencies only. For non-governmental entities, multiply rate by 1.5.; With Operator)

Oshkosh/FWD 24' Snow Plow with Batwings	\$ 130.00 Per Hour
Oshkosh Blower	\$ 130.00 Per Hour
Oshkosh Airport Runway Broom (18-ft.)	\$ 130.00 Per Hour
Dump Truck	\$ 115.00 Per Hour
Skid Loader	\$ 110.00 Per Hour

Building Inspection

NOTE: Building Permit Applications are subject to Minnesota State Surcharge per Minnesota Statute.

Building Permit Application**Fee/Charge****Total Valuation**

\$1.00 - \$500.00	\$	20.50	
\$501.00 - \$2,000.00	\$	20.50	First \$500 +
	\$	3.10	Each Add 'l \$100 or fraction thereof
\$2,001.00 - \$25,000.00	\$	67.00	First \$2,000 +
	\$	11.25	Each Add 'l \$1,000 or fraction thereof
\$25,001.00 - \$50,000.00	\$	325.75	First \$25,000+
	\$	8.20	Each Add 'l \$1,000 or fraction thereof
\$50,001.00 - \$100,000.00	\$	530.75	First \$50,000+
	\$	6.10	Each Add 'l \$1,000 or fraction thereof
\$100,001.00 - \$500,000.00	\$	835.75	First \$100,000+
	\$	4.85	Each Add 'l \$1,000 or fraction thereof
\$500,001.00 - \$1,000,000.00	\$	2,775.75	First \$500,000+
	\$	4.40	Each Add 'l \$1000 or fraction thereof
\$1,000,000.00 and up	\$	4,975.75	First \$1,000,000+
	\$	3.30	Each Add 'l \$1000 or fraction thereof

Community Planning Department staff reserves the right to establish construction valuation based on the Building Permit Valuation Policy

Investigation Fee (when work is started prior to obtaining Building Permit)

First Violation		25% of building permit fee OR
	\$	50.00 whichever is greater
Consecutive Violations		50% of building permit fee OR
	\$	100.00 whichever is greater
Demolition Permit		35% of calculated fees
Re-inspection	\$	50.00
Copy of Prior Permit	\$	5.00
Plan Review		
Commercial Projects		65% of building permit fee
New one & two Family Dwelling		35% of building permit fee

WWTF Sanitary Sewer Connection Permit Application

Nominal Size of Sanitary Sewer Pipe	Connect + (WWTF)	Inspection = (Bldg. Insp.)	Total
Exiting the Building			
4"	200.00	50.00	\$ 250.00
6"	575.00	50.00	\$ 625.00
> 6"	2,000.00	50.00	\$ 2,050.00

Planning Commission Action Request Application**Fee/Charge****Escrow**

Escrow will be used for direct costs incurred by the City of Marshall. The difference will be refunded if OVER \$5 or billed if OVER \$50.

Variance Adjustment Permit	\$	300.00	\$	300.00
Conditional Use Permit	\$	300.00	\$	300.00
Map Amendment (Rezoning) Application	\$	300.00	\$	300.00

Direct costs include but are not limited to:

- 1) Administration Fee \$10; 2) Publications; 3) Postage; 4) Recording (Excludes Staff Cost)

Subdivision Platting

Preliminary Plat	\$	70.00	Per Acre	+ Direct Costs
Final Plat	\$	50.00	Per Acre	+ Direct Costs
Planned Unit Development (PUD) (excludes platting fee)	\$	200.00	Per Acre	+ Direct Costs
Base Map Updating (whichever is greater)	\$	5.00	Per Lot	
	\$	15.00	Per Acre	
Zoning Letter	\$	25.00		

Engineering

Fee/Charge

Overweight Load Permit

Single Trip	\$	50.00	Per Vehicle	
Annual from application date				
<= 6 Axles/90,000 lbs.	\$	300.00	Per Vehicle	
> 6 Axles/90,000 lbs.	\$	500.00	Per Vehicle	

Direct costs include but are not limited to:

- 1) Administration Fee \$10; 2) Publications; 3) Postage; 4) Recording (Excludes Staff Cost)

Annexation Application	\$	100.00	+ Direct Costs	
Vacation of Public Rights of Way/Public Easements Application	\$	100.00	+ Direct Costs	
Moving In-Town Permit Application	\$	200.00		
Moving on Public Right of Way Permit Application	\$	50.00		

Copying/Plotting/Printing (No Charge if under \$5)

Fee/Charge

Small Scale Copies (8½ x 11, 8½ x 14, 11 x 17)	\$	0.25	Per Sheet	
Small Scale Plots/Prints (8½ x 11, 8½ x 14, 11 x 17)	\$	0.60	Per Sheet	
Large Scale (18 x 24 and larger)	\$	3.00	Per Square Foot	

Aerial Photo Printing/CD Copies (No charge if under \$5)

Fee/Charge

8½ x 11	\$	2.00		
11 x 17	\$	5.00		
Large Scale Prints	\$	4.00	Per Square Foot	

Excavation Permit Application within City Right of Way

Fee/Charge

Deposit is refundable less costs for repair- Billed extra if direct costs exceed deposit				
Utility Companies-Post Yearly	\$	5,000.00	Bond	
Excavation	\$	400.00	Deposit plus	
	\$	50.00	Inspection	
Driveway Permit	\$	300.00	Deposit plus	
	\$	50.00	Inspection	
Sidewalk Permit	\$	50.00	Inspection	
Investigation Fee (when work is started prior to obtaining Permit)	\$	50.00		

Special Projects

Fee/Charge

Standard Engineering for Special Assessment Projects		16% (Construction Cost + Contingencies)
Engineer (Registered)	\$ 100.00	Per Hour
Assistant Engineer	\$ 75.00	Per Hour
Senior Engineering/Specialist	\$ 60.00	Per Hour
Engineering Technician/Specialist	\$ 50.00	Per Hour
Building Official	\$ 70.00	Per Hour
Building Inspector	\$ 55.00	Per Hour
Administrative Assistant	\$ 50.00	Per Hour
Office Assistant/Receptionist	\$ 35.00	Per Hour
GPS Survey	\$ 100.00	Per Hour

Watermain Tapping & Water Meters (Refer to Marshall Municipal Utilities for application and fees.)
(Equipment hourly rate/not including operator). Add \$30.00/hour for operator.

Storm Sewer Connection Permits

(Inside Diameter of Sewer Service Pipe Entering the Building)	Connect +	Inspection =	Total
4" Gravity	100.00	30.00	\$ 130.00
6" Gravity	120.00	30.00	\$ 150.00
8" Gravity	200.00	60.00	\$ 260.00
10" Gravity	360.00	60.00	\$ 420.00
12" or > Gravity	500.00	90.00	\$ 590.00
1 1/2" Force	100.00	30.00	\$ 130.00
2" Force	120.00	30.00	\$ 150.00
3" Force	140.00	60.00	\$ 200.00
4" Force	160.00	60.00	\$ 220.00

Municipal Separate Storm Sewer System (MS4)

Surface Water Management MS4 Construction Plan Review

Drainage/Land Disturbance Application

Fee/Charge

Site more than 2,000 sq. ft. and less than 5,000 sq. ft.	\$ 35.00
Site 5,000 sq. ft. to one (1) acre	\$ 100.00
Site one (1) acre to five (5) acres	\$ 200.00
Site greater than five (5) acres	\$ 300.00

Administrative Fines for Violations of City Code Chapter 30 Environment

Administrative Offense

Fee/Charge

Illicit Discharges and Connections

Illicit Discharge to Storm water System (Minor)	\$ 50.00
Illicit Discharge to Storm water System (Major)	\$ 1,000.00
Illicit Connection to Storm water System (Minor)	\$ 30.00
Illicit Connection to Storm water System (Major)	\$ 1,000.00
Failure to Report a Spill	\$ 300.00
Failure to Cleanup a Spill	\$ 300.00

Failure to Respond to a Notice of Violation	\$	100.00
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Construction Site Erosion/Sediment Control Violations

Site Dewatering	\$	200.00
Waste and Material Disposal	\$	100.00
Tracking (Minor)	\$	100.00
Tracking (Major)	\$	500.00
Drain Inlet Protection	\$	100.00
Site Erosion Control (Minor)	\$	500.00
Site Erosion Control (Major)	\$	1,000.00
Failure to Provide/Maintain Concrete Washout Facility	\$	200.00
Failure to Respond to a Notice of Violation	\$	100.00
Failure to Conduct/Document Site inspections	\$	100.00
Failure to Maintain SWPPP/Inspection Documents	\$	100.00

Post Construction Structural Storm water BMP Violations

Failure to Perform Proper Maintenance (Minor)	\$	500.00
Failure to Perform Proper Maintenance (Major)	\$	1,000.00
Unauthorized Removal or Alterations to BMPs (Minor)	\$	500.00
Unauthorized Removal or Alterations to BMPs (Major)	\$	1,000.00
Failure to Submit/Maintain Maintenance Records	\$	100.00

SURFACE WATER MANAGEMENT UTILITY

Fee/Charge

Minimum fee or below, whichever is greater	\$	5.28	Per Month
Single Family Residential (Classification 1) Flat rate	\$	5.28	Household Per Month
Two-Family Residential (Classification 2)	\$	23.72	Per Acre Per Month
Manufactured Housing (Classification 3)	\$	33.60	Per Acre Per Month
Industrial, Multi-Family, Railroad Right-of-Way (Classification 4)	\$	40.76	Per Acre Per Month
Commercial/Office/Parking (Classification 5)	\$	52.25	Per Acre Per Month
Vacant (Classification 7)	\$	2.85	Per Acre Per Month
Agricultural (Classification 8)	\$	0.71	Per Acre Per Month

*Five-Year Rate Projections (See Appendix A attached)

Street

Fee/Charge

Weed/Mowing/Snow/Nuisance Enforcement	\$	50.00	+ Direct Costs
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(These rates are for governmental agencies only. For non-governmental entities, multiply rate by 1.5.)

*(Equipment hourly rate/not including operator). Generally we will use City employees. Add \$50.00/hour for operator.

*Elgin Sweeper	\$	105.00	Per Hour
*Cat/John Deere Front-End Loader	\$	95.00	Per Hour
*Tractor-Loader Backhoe	\$	85.00	Per Hour
*Motor Grader	\$	95.00	Per Hour
*Cat Loader w/Snow-Go Blower	\$	115.00	Per Hour
*Truck with Vactor (Catch Basin Cleaning Unit)	\$	80.00	Per Hour
*Truck with Snowplow	\$	80.00	Per Hour

*Skid Loader	\$	70.00	Per Hour
*Dump Truck	\$	75.00	Per Hour
*Boom Truck	\$	75.00	Per Hour
*1-Ton	\$	70.00	Per Hour
*Pick Up	\$	60.00	Per Hour
Brush Chipper	\$	70.00	Per Hour
Portable Pumps	\$	60.00	Per Hour
Barricades - Type II	\$	5.00	Per Day
Barricades - Type III	\$	10.00	Per Day
Traffic Control Devices (12 Cones)	\$	5.00	Per Day Minimum
Operator	\$	50.00	Per Hour

WASTEWATER

	<u>Fee/Charge</u>		
Residential/Commercial (includes \$1.00 Phosphorus Surcharge)	\$	22.43	Per Month Base Charge
Violation under Sec. 78-73, Marshall Code of Ordinance	\$	50.00	Monthly Surcharge
Violation under Sec. 78-74, Marshall Code of Ordinance	\$	100.00	Monthly Surcharge
Domestic	\$	4.42	Per 1,000 Gallons
Industrial	\$	2.82	Per 1,000 Gallons
(Surcharge by strength as follows):			
Excess CBOD	\$	308.57	Per 1,000 Pounds
Excess Suspended Solids	\$	308.39	Per 1,000 Pounds
Excess Phosphorus (industrial)	\$	2.18	Per Pound

*Five-Year Rate Projections (See Appendix B attached)

<u>Pretreatment of Industrial Wastewater Violations (Sec. 78-48)</u>	<u>Fee/Charge</u>
Failure to meet Preliminary Treatment Requirements	\$ 500.00

* The City has the right to charge and assess violators for all costs to the City for damages from any discharge or other action in violation of the City ordinance or in violation of a permit issued by the City, including all attorney's fees, court costs, sampling and monitoring expenses, and other expenses associated with enforcement of this section. Administrative fines or other enforcement actions are not considered to be payment of these costs.

When distinguishing between a Major violation and a Minor violation the following considerations shall be used:

1. Potential critical impact on public health or the environment.
2. Potential danger to human life or safety.
3. Continuing nature of violation.
4. Cost of restitution, repair, or remediation exceeds \$1,000.00.
5. Knowing performance of unpermitted activities.

Existence of one or more of the above criteria supports a finding of a Major violation. Enforcement officials must specifically describe the conditions observed to support this determination.

The administrative fine imposed for a second or subsequent violation of the same type by the same person or entity within a 24-month period may double the amount of the previous fine up to a maximum of \$,1000.00

	<u>Fee/Charge</u>
Call-Out	
During Business Hours	\$ 50.00 Per Hour
After Business Hours	\$ 120.00 Per Hour
Biosolids Application	\$ 100.00 Per Acre
Porta Potty Waste	\$ 72.86 Per 1,000 Gallons

Equipment Rental

Fee/Charge

(These rates are for governmental agencies only. For non-governmental entities, multiply rate by 1.5.)

*(Equipment hourly rate/not including operator.)

Operator	\$ 50.00 Per Hour
*Skid Loader	\$ 70.00 Per Hour
*Water Truck 3,000 Gal.	\$ 60.00 Per Hour
*Dump Truck	\$ 75.00 Per Hour
*Semi Tractor Tanker Trailers	\$ 100.00 Per Hour
*Pickup	\$ 60.00 Per Hour
*Crane Truck	\$ 75.00 Per Hour
Jet Vac Truck	\$ 150.00 Per Hour With Operator
Sludge Applicator Vac/Pressure Sys.	\$ 150.00 Per Hour With Operator
Sewer Camera	\$ 150.00 Per Hour With Operator
6" Portable Pumps	\$ 60.00 Per Hour
6" Hose 100'	\$ 30.00 Per Day
Mileage	\$ 1.50 Per Mile Includes Operator

Laboratory Testing Services

Fee/Charge

(Minnesota Pollution Control Agency Permit #0022179)

CBOD	\$ 24.00
TSS	\$ 12.00
Ph	\$ 6.00
Ammonia	\$ 20.00
Total Phosphorus	\$ 16.00
Fecal Coliform	\$ 19.00
Chlorides	\$ 15.00
Dissolved Oxygen	\$ 10.00

Sump Pump Connections

Fee/Charge

Place seal on valve preventing discharge into sanitary sewer system	\$ 25.00 Service Charge
Breaking seal on valve to allow discharge to flow into sanitary sewer system	\$ 25.00 Service Charge
Discharge fee when seal is broken on valve	\$ 25.00 November 1 - March 31

Unpermitted discharge fee	\$ 300.00
<u>Residential Street Assessment</u>	<u>Fee/Charge</u>
Maximum 20-Year	\$ 5,500.00

Maximum does NOT include individual improvements for sanitary sewer service line, removal and replacement of private driveway, sidewalk walk-ups, or new/additional driveway improvements within City right-of-way.

ECONOMIC DEVELOPMENT DEPARTMENT **Fee/Charge**

(Government and Non-profit only)

Advertising Kiosk Space (as per agreement)	\$ 250.00 Per Year; 7/1-6/30 (may pro rate)
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SPRINGSTED INCORPORATED - UTILITY PLANNING MODEL
STORM WATER UTILITY FUND PROJECTIONS

SURFACE WATER UTILITY PROJECTIONS

Projected Surface Water Rate Adjustment	Projected Change 2020-2024	4.00%					
		2019	2020	2021	2022	2023	2024
	growth in volume						
Operating Revenues	0.00%	1,188,061	1,235,583	1,285,006	1,323,557	1,363,263	1,404,161
Operating Expenses							
Salaries and benefits	3.00%	-	-	-	-	-	-
Supplies	3.00%	23,850	24,566	25,302	26,062	26,843	27,649
Equipment Repair & Maintenance	3.00%	-	-	-	-	-	-
Other Repairs and Maintenance	5.00%	20,000	21,000	22,050	23,153	24,310	25,526
Other services and charges	3.00%	375,468	386,732	398,334	410,284	422,593	435,270
Insurance	3.00%	-	-	-	-	-	-
Utilities	5.00%	-	-	-	-	-	-
Depreciation - Existing		426,094	404,789	384,550	365,322	347,056	329,703
Depreciation - New		-	62,093	102,141	118,808	125,474	132,141
Total Operating Expenses		845,412	899,180	932,377	943,628	946,277	950,289
Operating Income (Loss)		342,649	336,403	352,629	379,929	416,987	453,872
Nonoperating Revenues (Expenditures)							
Interest	0.50%	2,000	5,816	5,275	5,020	5,548	6,216
Refunds and reimbursements		5,725	-	-	-	-	-
Rents		-	-	-	-	-	-
Gain/(loss) on disposal of assets		-	-	-	-	-	-
Interest Expense - existing debt		(75,168)	(61,642)	(51,719)	(43,458)	(36,820)	(29,324)
Interest Expense - new debt		(36,248)	(51,988)	(51,988)	(59,518)	(55,917)	(52,207)
Total Nonoperating Revenues (Expenditures)		(67,443)	(92,073)	(98,432)	(97,957)	(87,189)	(75,316)
Income (Loss) Before Transfers		275,205	244,329	254,198	281,972	329,798	378,557
Transfers							
Transfers In		-	-	-	-	-	-
Transfers (Out)	0.00%	-	-	-	-	-	-
Total Transfers		-	-	-	-	-	-
Net Income (Loss)		275,205	244,329	254,198	281,972	329,798	378,557
Beginning Cash & Investments		1,190,347	1,163,224	1,055,048	1,003,934	1,109,686	1,243,162
Net Income		275,205	244,329	254,198	281,972	329,798	378,557
Depreciation		426,094	466,883	486,691	484,130	472,530	461,844
Acquisition and Construction of Assets		(1,523,370)	(862,000)	(500,000)	(200,000)	(200,000)	-
Proceeds from Long-Term Debt		1,241,370	590,000	300,000	-	-	-
Principal Payments on Long-Term Debt - New		-	(67,137)	(100,819)	(119,336)	(122,937)	(126,647)
Principal Payments on Long-Term Debt - Existing		(446,422)	(480,252)	(491,183)	(341,014)	(345,915)	(284,352)
Ending Cash & Investment Balance		1,163,224	1,055,048	1,003,934	1,109,686	1,243,162	1,672,564
Minimum Cash & Investment Balance							
Restricted for Capital Improvements - Beginning		72,000	188,631	236,259	398,489	559,866	717,376
Annual Capital Reserve Funding (1/3 Deprec.)	1/3	142,031	155,628	162,230	161,377	157,510	153,948
Capital Reserve Used for Improvements/Expansion		(97,400)	(180,000)	-	-	-	-
Adjustment to Capital Reserve		72,000	72,000	-	-	-	-
Restricted for Capital Improvements - Ending		188,631	236,259	398,489	559,866	717,376	871,324
Net Operating Cash		974,593	818,789	605,445	549,820	525,786	801,240
Operating Reserve (25% of expenditures)		224,795	233,094	235,907	236,569	237,572	237,572
Restricted for Revenue Bonds (following yrs DS)		645,278	695,709	563,326	561,589	492,530	470,717
Required Minimum Cash & Investment Balance		870,073	928,803	799,233	798,158	730,103	708,289
Amount Over (Under) Goal		104,520	(110,014)	(193,788)	(248,338)	(204,316)	92,951

SPRINGSTED INCORPORATED - UTILITY PLANNING MODEL
WASTEWATER UTILITY FUND PROJECTIONS

WASTEWATER UTILITY PROJECTIONS

Projected Wastewater Rate Adjustment	Projected Change	2.75%					
		2019	2020	2021	2022	2023	2024
	growth in volume						
Operating Revenues							
Surcharge Revenues	0.00%	-	-	-	-	-	-
Utility Sewer Charges	0.00%	5,567,621	5,720,730	5,878,050	6,054,392	6,236,024	6,423,104
Pretreatment Charges	0.00%	-	-	-	-	-	-
Other Services and Charges	0.00%	-	-	-	-	-	-
Total Operating Revenues		5,567,621	5,720,730	5,878,050	6,054,392	6,236,024	6,423,104
Operating Expenses							
Salaries and benefits	3.00%	1,201,965	1,238,024	1,275,165	1,313,420	1,352,822	1,393,407
Supplies	4.00%	306,500	318,760	331,510	344,771	358,562	372,904
Repair and maintenance	4.00%	181,250	188,500	196,040	203,882	212,037	220,518
Other services and charges	2.50%	449,751	460,995	472,520	484,333	496,441	508,852
Insurance	1.00%	32,405	32,729	33,056	33,387	33,720	34,058
Utilities	5.00%	325,200	341,460	358,533	376,460	395,283	415,047
Depreciation-Existing		1,757,473	1,669,599	1,586,119	1,506,813	1,431,473	1,359,899
Depreciation-New			236,522	323,932	368,000	388,381	406,992
Total Operating Expenses		4,254,544	4,486,589	4,576,875	4,631,065	4,668,719	4,711,677
Operating Income		1,313,077	1,234,141	1,301,176	1,423,327	1,567,305	1,711,427
Non-Operating Revenue (Expenses)							
Special Assessments		-	-	-	-	-	-
Other income		-	-	-	-	-	-
Investment earnings (loss)	1.10%	37,500	76,172	80,695	84,777	97,293	110,524
Refunds and reimbursements		20,000	20,000	20,000	20,000	20,000	20,000
Rents		15,282	15,282	15,282	15,282	15,282	15,282
Gain (Loss) on Disposal of Assets - Net		-	-	-	-	-	-
Bond (discount) premium amortization		-	-	-	-	-	-
Bond issuance costs		(60,000)	(25,000)	-	(25,000)	(25,000)	-
Interest Expense - existing debt		(278,594)	(242,144)	(208,800)	(180,027)	(153,487)	(124,888)
Interest Expense - new debt			(226,248)	(274,061)	(276,982)	(269,298)	(259,486)
Total Non-Operating Revenues		(265,812)	(381,938)	(366,884)	(361,949)	(315,210)	(238,569)
Income (Loss) Before Transfers		1,047,265	852,203	934,292	1,061,378	1,252,095	1,472,858
Operating Transfers							
Transfers In		-	-	-	-	-	-
Transfers Out		(38,294)	-	-	-	-	-
Total Operating Transfers		(38,294)	-	-	-	-	-
Net Income (Loss)		1,008,971	852,203	934,292	1,061,378	1,252,095	1,472,858
Beginning Cash & Investments		6,177,424	6,924,748	7,335,891	7,707,010	8,844,777	10,047,628
Net Income		1,008,971	852,203	934,292	1,061,378	1,252,095	1,472,858
Depreciation		1,757,473	1,906,122	1,910,051	1,874,814	1,819,854	1,766,892
Acquisition and Construction of Assets		(6,635,810)	(2,163,000)	(973,200)	(526,000)	(535,000)	-
Proceeds from Long-Term Debt		6,114,810	1,590,000	451,200	200,000	200,000	-
Principal Payments on Long-Term Debt - New			(211,819)	(355,191)	(406,522)	(438,255)	(471,512)
Principal Payments on Long-Term Debt - Existing		(1,498,119)	(1,562,363)	(1,596,033)	(1,065,903)	(1,095,844)	(1,130,859)
Ending Cash & Investment Balance		6,924,748	7,335,891	7,707,010	8,844,777	10,047,628	11,685,007
Minimum Cash Balance							
Restricted for Capital Improvements - Beginning		3,789,899	4,375,723	5,011,097	5,647,781	6,272,719	6,879,337
Annual Capital Reserve Funding (1/3 Deprec.)	1/3	585,824	635,374	636,684	624,938	606,618	588,964
Capital Reserve Used for Improvements/Expansion		-	-	-	-	-	-
Adjustment to Capital Reserve		-	-	-	-	-	-
Restricted for Capital Improvements - Ending		4,375,723	5,011,097	5,647,781	6,272,719	6,879,337	7,468,301
Net Operating Cash		2,549,025	2,324,794	2,059,229	2,572,058	3,168,291	4,216,706
Operating Reserve (50% of expenditures)		2,243,295	2,288,437	2,315,532	2,334,359	2,355,839	2,355,839
Restricted for Revenue Bonds (following yrs DS)		2,242,574	2,434,085	1,929,433	1,956,883	1,986,746	1,818,975
Recommended Minimum Operating Cash		4,485,869	4,722,522	4,244,965	4,291,242	4,342,584	4,174,813
Amount Over (Under) Goal		(1,936,844)	(2,397,728)	(2,185,736)	(1,719,184)	(1,174,293)	41,893



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider approval of the bills/project payments
Background Information:	Staff encourages the City Council Members to contact staff in advance of the meeting regarding these items if there are questions. Construction contract questions are encouraged to be directed to Director of Public Works Glenn Olson at 537-6773 or Finance Director Karla Drown at 537-6763
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	That the following bills and project payments be authorized for payment

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4560	ALCOHOL & GAMBLING ENFORCEMENT I-201901073033	2019 BUYERS CARD	R	1/08/2019		20.00CR	111382	20.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	20.00	20.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	20.00	20.00

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
609	1/2019	20.00CR
=====		
ALL		20.00CR

PACKET: 06666 01/11/2019 Payroll Entrie

VENDOR SET: 01 City of Marshall

**** CHECK LISTING ****

BANK: AP REG AP

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1325		ICMA RETIREMENT TRUST #300877						
	I-31	201901103071	R	1/14/2019		180.00	111383	
	I-31	201901103072	R	1/14/2019		120.00	111383	300.00
1757		MN CHILD SUPPORT PAYMENT CENTER						
	I-C12201901103071	#0014992937	R	1/14/2019		213.75	111384	
	I-C12201901103072	#0014992937	R	1/14/2019		142.50	111384	356.25
0159		US DEPARTMENT OF EDUCATION						
	I-66C201901103071	GARN # 1029741183	R	1/14/2019		138.39	111385	
	I-66C201901103072	GARN # 1029741183	R	1/14/2019		92.26	111385	230.65

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
4805		FURTHER						
	I-5FH201901103071	EMPLOYER CONTRIB FAM HSA 5000	D	1/14/2019		2,970.96	000755	
	I-5FH201901103072	EMPLOYER CONTRIB FAM HSA 5000	D	1/14/2019		1,633.54	000755	
	I-5FV201901103071	EMPLOYER CONT FAM VEBA 5000	D	1/14/2019		450.00	000755	
	I-5FV201901103072	EMPLOYER CONT FAM VEBA 5000	D	1/14/2019		300.00	000755	
	I-5SH201901103071	EMPLOYER CONTRIB SNGL HSA 5000	D	1/14/2019		1,087.49	000755	
	I-5SH201901103072	EMPLOYER CONTRIB SNGL HSA 5000	D	1/14/2019		725.01	000755	
	I-5SV201901103071	EMPLOYER CONT SINGL VEBA 5000	D	1/14/2019		437.50	000755	
	I-5SV201901103072	EMPLOYER CONT SINGL VEBA 5000	D	1/14/2019		291.69	000755	
	I-HEC201901103071	EMPLOYEE HSA CONTRIBUTION	D	1/14/2019		4,899.97	000755	
	I-HEC201901103072	EMPLOYEE HSA CONTRIBUTION	D	1/14/2019		3,266.67	000755	16,062.83
1358		INTERNAL REVENUE SERVICE						
	I-T1 201901103071	FEDERAL W/H	D	1/14/2019		12,817.34	000756	
	I-T1 201901103072	FEDERAL W/H	D	1/14/2019		8,544.94	000756	
	I-T3 201901103071	SOCIAL SECURITY W/H	D	1/14/2019		14,176.21	000756	
	I-T3 201901103072	SOCIAL SECURITY W/H	D	1/14/2019		9,451.31	000756	
	I-T4 201901103071	MEDICARE W/H	D	1/14/2019		4,316.49	000756	
	I-T4 201901103072	MEDICARE W/H	D	1/14/2019		2,878.05	000756	52,184.34
3669		MINNESOTA STATE RETIREMENT SYST						
	I-27A201901103071	HEALTH CARE SAVINGS PLAN	D	1/14/2019		560.86	000757	
	I-27A201901103072	HEALTH CARE SAVINGS PLAN	D	1/14/2019		373.92	000757	
	I-27B201901103071	HEALTH CARE SAVINGS PLAN	D	1/14/2019		102.00	000757	
	I-27B201901103072	HEALTH CARE SAVINGS PLAN	D	1/14/2019		68.00	000757	
	I-27L201901103071	HEALTH CARE SAVINGS PLAN	D	1/14/2019		765.00	000757	
	I-27L201901103072	HEALTH CARE SAVINGS PLAN	D	1/14/2019		510.00	000757	
	I-27N201901103071	HEALTH CARE SAVINGS PLAN	D	1/14/2019		1,388.56	000757	
	I-27N201901103072	HEALTH CARE SAVINGS PLAN	D	1/14/2019		925.74	000757	
	I-27S201901103071	HEALTH CARE SAVINGS PLAN	D	1/14/2019		120.00	000757	
	I-27S201901103072	HEALTH CARE SAVINGS PLAN	D	1/14/2019		80.00	000757	
	I-27T201901103071	HEALTH CARE SAVINGS PLAN-TERM	D	1/14/2019		21,834.80	000757	
	I-27T201901103072	HEALTH CARE SAVINGS PLAN-TERM	D	1/14/2019		14,556.54	000757	
	I-36 201901103071	MNDP - DEFERRED COMP	D	1/14/2019		522.00	000757	
	I-36 201901103072	MNDP - DEFERRED COMP	D	1/14/2019		348.00	000757	
	I-36R201901103071	MNDP - ROTH	D	1/14/2019		264.00	000757	
	I-36R201901103072	MNDP - ROTH	D	1/14/2019		176.00	000757	42,595.42
1818		MN REVENUE						
	I-T2 201901103071	STATE W/H	D	1/14/2019		6,516.62	000758	6,516.62
1818		MN REVENUE						
	I-T2 201901103072	STATE W/H	D	1/14/2019		4,344.44	000759	4,344.44

PACKET: 06666 01/11/2019 Payroll Entrrie
 VENDOR SET: 01 City of Marshall *** DRAFT/OTHER LISTING ***
 BANK: AP REG AP

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
2512		NATIONWIDE RETIREMENT						
	I-33	201901103071	USCM	D 1/14/2019		390.00	000760	
	I-33	201901103072	USCM	D 1/14/2019		260.00	000760	650.00
2513		NATIONWIDE RETIREMENT-FIRE						
	I-34	201901103071	USCM FIRE DEPT	D 1/14/2019		33.45	000761	
	I-34	201901103072	USCM FIRE DEPT	D 1/14/2019		22.31	000761	55.76
2028		PERA OF MINNESOTA REG						
	I-12	201901103071	PERA POLICE AND FIRE	D 1/14/2019		10,798.81	000762	
	I-12	201901103072	PERA POLICE AND FIRE	D 1/14/2019		7,199.23	000762	
	I-13	201901103071	PERA COORDINATED	D 1/14/2019		17,024.95	000762	
	I-13	201901103072	PERA COORDINATED	D 1/14/2019		11,350.34	000762	46,373.33
3443		VALIC DEFERRED COMP						
	I-35	201901103071	VALIC DEFERRED COMP	D 1/14/2019		598.20	000763	
	I-35	201901103072	VALIC DEFERRED COMP	D 1/14/2019		398.80	000763	
	I-35F	201901103071	VALIC - FIRE DEPARTMENT	D 1/14/2019		77.20	000763	
	I-35F	201901103072	VALIC - FIRE DEPARTMENT	D 1/14/2019		51.48	000763	
	I-35R	201901103071	VALIC ROTH	D 1/14/2019		569.99	000763	
	I-35R	201901103072	VALIC ROTH	D 1/14/2019		380.01	000763	2,075.68
6085		VOYA - INVESTORS CHOICE						
	I-37D	201901103071	VOYA DEFERRED	D 1/14/2019		180.00	000764	
	I-37D	201901103072	VOYA DEFERRED	D 1/14/2019		120.00	000764	
	I-37R	201901103071	VOYA ROTH PLAN	D 1/14/2019		369.00	000764	
	I-37R	201901103072	VOYA ROTH PLAN	D 1/14/2019		246.00	000764	915.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	886.90	886.90
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	0.00	171,773.42	171,773.42
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	13	0.00	172,660.32	172,660.32

PACKET: 06666 01/11/2019 Payroll Entry
VENDOR SET: 01 City of Marshall
BANK: ALL

*** DRAFT/OTHER LISTING ***

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	886.90	886.90
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	0.00	171,773.42	171,773.42
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	13	0.00	172,660.32	172,660.32

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	1/2019	137,991.10CR
211	1/2019	9,092.69CR
258	1/2019	2,926.32CR
270	1/2019	1,000.68CR
602	1/2019	16,452.04CR
609	1/2019	5,197.49CR
=====		
ALL		172,660.32CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
5732	RITE I-201901163084	POS EQUIPMENT	R	1/17/2019		3,690.91	CR 111424	3,690.91

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	3,690.91	3,690.91
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	3,690.91	3,690.91

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
609	1/2019	3,690.91CR
=====		
ALL		3,690.91CR

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4549	A & B BUSINESS, INC							
	I-IN574875	CTG544-01	R	1/23/2019		299.28CR	111425	
	I-IN576845	CT2911-01	R	1/23/2019		350.40CR	111425	649.68
5813	ACE HOME & HARDWARE							
	I-82547	BIT SET	R	1/23/2019		24.99CR	111426	
	I-83261	LUMBER	R	1/23/2019		195.98CR	111426	
	I-83270	LUMBER	R	1/23/2019		44.36CR	111426	
	I-84014	LADDER/BATTERIES	R	1/23/2019		110.98CR	111426	
	I-84326	SUPPLIES	R	1/23/2019		36.17CR	111426	
	I-84361	BATTERIES	R	1/23/2019		39.87CR	111426	452.35
6128	ACTION CO LLC							
	I-1263	SNOW REMOVAL AND HAULING	R	1/23/2019		1,860.00CR	111427	1,860.00
0567	ALEX AIR APPARATUS INC							
	I-38528	1ST ASST. CHIEF HELMET	R	1/23/2019		265.00CR	111428	
	I-38693	THERMAL IMAGING CAMERA	R	1/23/2019		499.00CR	111428	764.00
5119	ALL FLAGS,LLC							
	I-110109	FLAGS	R	1/23/2019		529.89CR	111429	529.89
3761	AMERICAN BOTTLING CO.							
	I-3892900344	.	R	1/23/2019		117.00CR	111430	117.00
0658	AP DESIGN							
	I-69493	SET UP CHG	R	1/23/2019		50.00CR	111431	
	I-69494-1	UNIFORMS	R	1/23/2019		36.00CR	111431	
	I-69750	UNIFORM	R	1/23/2019		176.00CR	111431	
	I-69846	ADVERTISING	R	1/23/2019		2,157.50CR	111431	
	I-69868	NAME PLATE ENGRAVING	R	1/23/2019		15.00CR	111431	
	I-69878	CITY APPRECIATION EVENT	R	1/23/2019		15.00CR	111431	
	I-69917	SUPPLIES	R	1/23/2019		156.43CR	111431	2,605.93
0630	ARCTIC GLACIER							
	I-1946900406	.	R	1/23/2019		50.14CR	111432	50.14
0629	ARNOLD MOTOR SUPPLY							
	I-011331	FILTER SKID LOADER	R	1/23/2019		49.93CR	111433	
	I-02NV010563	ANTI FREEZE/SHOP TOWELS	R	1/23/2019		26.57CR	111433	76.50
5447	ARTISAN BEER COMPANY							
	C-444925	.	R	1/23/2019		89.85	111434	
	I-3314783	.	R	1/23/2019		624.85CR	111434	
	I-3316419	.	R	1/23/2019		515.80CR	111434	
	I-3317638	.	R	1/23/2019		705.45CR	111434	1,756.25

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
5506	BADGER GRAPHIC SYSTEMS							
	I-1658219	2018 TAX FORMS	R	1/23/2019		314.93CR	111435	314.93
5327	BAUMANN, ADAM							
	I-201901093034	BCA MARCOTICS INVEST TRAINING	R	1/23/2019		79.00CR	111436	79.00
0688	BELLBOY CORPORATION							
	C-0098804000	.	R	1/23/2019		40.20	111437	
	I-0067864600	.	R	1/23/2019		730.80CR	111437	
	I-0098870700	.	R	1/23/2019		337.86CR	111437	
	I-098804900	.	R	1/23/2019		653.29CR	111437	
	I-67667900	.	R	1/23/2019		2,129.75CR	111437	3,811.50
0689	BEND RITE FABRICATION INC							
	I-40569	SUPPLIES	R	1/23/2019		82.24CR	111438	
	I-40666	SUPPLIES	R	1/23/2019		9.13CR	111438	91.37
0699	BEVERAGE WHOLESALERS							
	I-039908	.	R	1/23/2019		1,225.00CR	111439	
	I-040095	.	R	1/23/2019		8,230.43CR	111439	
	I-040658	.	R	1/23/2019		4,337.13CR	111439	
	I-040955	.	R	1/23/2019		6,313.59CR	111439	
	I-041748	.	R	1/23/2019		10,890.45CR	111439	30,996.60
5726	BOLLIG, MARK							
	I-201901093035	UNIFORM CLOTHING	R	1/23/2019		103.00CR	111440	103.00
0724	BOLTON & MENK INC							
	I-0227359	LEGIO FIELD STORM STUDY	R	1/23/2019		5,818.00CR	111441	5,818.00
0018	BORDER STATES ELECTRIC SUPPLY							
	I-916781867	PRINTER TAPE	R	1/23/2019		49.98CR	111442	
	I-916861866	SUPPLIES	R	1/23/2019		38.78CR	111442	
	I-916864314	LABEL MAKER	R	1/23/2019		138.81CR	111442	
	I-916870638	SUPPLIES	R	1/23/2019		33.24CR	111442	260.81
4457	BREAKTHRU BEVERAGE							
	I-1080907001	.	R	1/23/2019		246.00CR	111443	
	I-1080907002	.	R	1/23/2019		8,419.09CR	111443	
	I-1080907003	.	R	1/23/2019		2,667.82CR	111443	
	I-1080909798	.	R	1/23/2019		1,102.95CR	111443	
	I-1080913607	.	R	1/23/2019		126.10CR	111443	
	I-1080913608	.	R	1/23/2019		4,639.75CR	111443	
	I-1080913609	.	R	1/23/2019		448.00CR	111443	17,649.71

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2431	BUELTEL-MOSENG LAND SURVEYING, INC I-201901093038	SURVEY HESS CONTRACT PKWY III	R	1/23/2019		350.00CR	111444	350.00
0774	BUREAU OF CRIMINAL APPREHENSION I-520996	CJDN FEE	R	1/23/2019		630.00CR	111445	630.00
6217	C & B OPERATIONS, LLC I-10117992	BRUSHES FOR 60" BROOM	R	1/23/2019		600.00CR	111446	600.00
0799	CARLOS CREEK WINERY I-16673	.	R	1/23/2019		624.00CR	111447	624.00
0810	CARROWS MARSHALL CLEANERS I-201901103073	STEAM TABLE RUNNERS	R	1/23/2019		13.95CR	111448	13.95
0815	CATTOOR OIL COMPANY INC I-6257 I-9604	DEF FLUID #12 #6 DEF FLUID	R R	1/23/2019 1/23/2019		11.37CR 11.15CR	111449 111449	 22.52
0832	CGMC, TREASURER I-201901093051	2019 CGMC VOL. ASSESSMENT	R	1/23/2019		4,830.00CR	111450	4,830.00
1	CHARTER COMM I-CHS-57032	SNOW REMOVAL DMG	R	1/23/2019		1,504.77CR	111451	1,504.77
0836	CHARTER COMMUNICATIONS I-201901093060 I-201901093061	01/01/19-01/31/19 TV SERVICE 01/01/19-01/31/19 PROGRAMMING	R R	1/23/2019 1/23/2019		87.16CR 11.99CR	111452 111452	 99.15
5121	COLE PAPERS INC I-9504577	COPY PAPER	R	1/23/2019		1,855.60CR	111453	1,855.60
0875	COMPUTER MAN INC I-280016	SERVICES/PRINTER INK	R	1/23/2019		1,226.05CR	111454	1,226.05
0934	D & G EXCAVATING INC I-80804 I-80816 I-80852 I-80876	SNOW HAULING SNOW HAULING SNOW HAULING SNOW HAULING	R R R R	1/23/2019 1/23/2019 1/23/2019 1/23/2019		1,950.00CR 250.00CR 725.00CR 1,350.00CR	111455 111455 111455 111455	 4,275.00
1	D Huber I-201901113077	Employee Recognition	R	1/23/2019		150.00CR	111456	150.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	D HUBER							
	I-201901113078	RECOGITION	R	1/23/2019		250.00CR	111457	250.00
3819	DACOTAH PAPER CO							
	C-9201	SUPPLIES	R	1/23/2019		18.64	111458	
	I-63130	CLEANING SUPPLIES	R	1/23/2019		475.09CR	111458	
	I-66235	CURLING CARTS	R	1/23/2019		1,003.40CR	111458	
	I-66236	BRUSHES FOR FLOOR SCRUBBER	R	1/23/2019		416.68CR	111458	
	I-680257	SUPPLIES	R	1/23/2019		56.05CR	111458	
	I-78872	PADS FLOOR CLEANER	R	1/23/2019		115.28CR	111458	
	I-96798	EQUIPMENT REPAIR	R	1/23/2019		216.63CR	111458	2,264.49
3845	DAKOTA FLUID POWER INC.							
	I-6653358	OSHKOSH BLOWER FUEL HOSE	R	1/23/2019		52.62CR	111459	52.62
5994	DISTRIBUTED WEBSITE CORP							
	I-42147	R SCHOOL TODAY PROGRAM RENEWAL	R	1/23/2019		5,567.00CR	111460	5,567.00
1000	DLT SOLUTIONS							
	I-4724912B	AUTO CAD RENEWAL	R	1/23/2019		7,409.85CR	111461	7,409.85
5535	DOCKENDORF EQUIPMENT CO, INC							
	I-483015	FUEL TANK IN GROUND CAP	R	1/23/2019		55.65CR	111462	
	I-483065	FUEL TANK IN GROUND CAP	R	1/23/2019		55.65CR	111462	111.30
5731	DOLL DISTRIBUTING							
	C-555359	DOLL DISTRIBUTING	R	1/23/2019		56.90	111463	
	C-584094	.	R	1/23/2019		50.41	111463	
	C-587941	.	R	1/23/2019		4.13	111463	
	C-587942	.	R	1/23/2019		126.00	111463	
	C-931316	.	R	1/23/2019		30.30	111463	
	I-584093	.	R	1/23/2019		9,823.65CR	111463	
	I-585086	.	R	1/23/2019		2,024.35CR	111463	
	I-587940	.	R	1/23/2019		8,578.50CR	111463	
	I-589392	.	R	1/23/2019		5,156.55CR	111463	
	I-592201	.	R	1/23/2019		8,561.90CR	111463	33,877.21
0375	DUBS, SHEILA							
	I-201901093054	MPELRA SEMINAR	R	1/23/2019		130.00CR	111464	130.00
5651	ELECTRO-CHEMICAL DEVICES INC							
	I-67558	2 ORP PROBLES	R	1/23/2019		665.85CR	111465	665.85

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6248	ENGAN ASSOCIATES P.A. I-2018-174	PHASE ONE CITY HALL	R	1/23/2019		2,000.00CR	111466	2,000.00
1090	FASTENAL COMPANY							
	I-65172	HELI COIL SET	R	1/23/2019		64.81CR	111467	
	I-94953	HAND CLEANER	R	1/23/2019		28.28CR	111467	
	I-94956	REPLACE TOOLS LOST IN SW FIRE	R	1/23/2019		379.99CR	111467	
	I-95156	SANDER BELTS	R	1/23/2019		63.41CR	111467	
	I-95214	SUPPLIES	R	1/23/2019		96.74CR	111467	633.23
1145	FREMONT INDUSTRIES INC I-2019-41368-00	POLYMER	R	1/23/2019		1,935.00CR	111468	1,935.00
1158	GALLS INC							
	I-011564242	UNIFORMS	R	1/23/2019		66.00CR	111469	
	I-011589065	UNIFORMS	R	1/23/2019		254.97CR	111469	
	I-011589066	UNIFORM	R	1/23/2019		66.00CR	111469	
	I-011619712	UNIFORM	R	1/23/2019		63.12CR	111469	450.09
6145	GARY L FISCHLER & ASSOCIATES I-10979	PROF SERVICES	R	1/23/2019		625.00CR	111470	625.00
1199	GRAHAM TIRE AND AUTOMOTIVE SERVICES							
	I-9313430	BLADE FRONT TIRES	R	1/23/2019		2,438.88CR	111471	
	I-9313439	TIRES SQUAD #4	R	1/23/2019		544.08CR	111471	2,982.96
6127	GRANDVIEW VALLEY WINERY, INC I-12887	.	R	1/23/2019		924.00CR	111472	924.00
1247	HARTS HEATING & REFRIGERATION INC I-25910	SERVICE	R	1/23/2019		43.32CR	111473	43.32
1256	HAWKINS INC I-4423693	FERRIC	R	1/23/2019		5,135.66CR	111474	5,135.66
1271	HENLE PRINTING COMPANY							
	I-157811	MCS 2019 W/S BROCHURE	R	1/23/2019		5,225.04CR	111475	
	I-158021	BOUND BOOKS	R	1/23/2019		7.50CR	111475	
	I-158061	BUSINESS CARDS - TARA ONKEN	R	1/23/2019		81.07CR	111475	
	I-158072	MCS 2019 W/S BROCHURE POSTAGE	R	1/23/2019		1,075.90CR	111475	6,389.51
3969	LOUWAGIE, RAYMOND I-457	IMPELLER HWY 23 PUMP #4	R	1/23/2019		641.00CR	111476	641.00

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1311	HYVEE FOOD STORES INC							
	C-4867323167	DUPLICATE OXYM	R	1/23/2019		19.26	111477	
	I-4884388914	RETIREMENT	R	1/23/2019		13.55CR	111477	
	I-4886221007	RETIREMENT	R	1/23/2019		86.97CR	111477	
	I-5826971358	PROGRAMMING	R	1/23/2019		45.89CR	111477	127.15
5017	JIM'S CLOTHING & SPORTING GOODS							
	I-105055	ICE SKATE LACES	R	1/23/2019		143.76CR	111478	143.76
1399	JOHNSON BROTHERS LIQUOR COMPANY							
	C-517669	.	R	1/23/2019		150.65	111479	
	I-1184470	.	R	1/23/2019		6,921.68CR	111479	
	I-1184471	.	R	1/23/2019		2,559.00CR	111479	
	I-1184472	.	R	1/23/2019		123.00CR	111479	
	I-1188639	.	R	1/23/2019		4,490.50CR	111479	
	I-1188640	.	R	1/23/2019		700.00CR	111479	
	I-1190015	.	R	1/23/2019		4,075.14CR	111479	
	I-1190016	.	R	1/23/2019		1,072.90CR	111479	
	I-1194463	.	R	1/23/2019		4,974.52CR	111479	
	I-1194464	.	R	1/23/2019		5,299.80CR	111479	30,065.89
1417	KENNEDY & GRAVEN, CHARTERED							
	I-201901103075	GENERAL MATTERS	R	1/23/2019		629.00CR	111480	629.00
5095	KIBBLE EQUIPMENT							
	C-1717094	RETURN	R	1/23/2019		286.79	111481	
	I-1717006	PTO SHAFT 48" BLOWER	R	1/23/2019		291.64CR	111481	4.85
5138	L & A SYSTEMS, LLC							
	I-4258	SVC CAMERAS	R	1/23/2019		85.00CR	111482	85.00
1483	LEAGUE OF MINNESOTA CITIES INS TRUST							
	I-13489	WC00066000	R	1/23/2019		894.66CR	111483	
	I-13534	WC0071192	R	1/23/2019		126.32CR	111483	1,020.98
1508	LOCKWOOD MOTORS INC.							
	I-CW566281121800	CAR WASH	R	1/23/2019		40.00CR	111484	40.00
1552	LYON COUNTY RECORDER							
	I-201915-1	SUBSCRIPTON - LAREDO	R	1/23/2019		50.00CR	111485	50.00
1555	LYON LINCOLN ELECTRIC COOPERATIVE INC							
	I-201901093067	11/29/18-12/31/18 SERVICE	R	1/23/2019		43.62CR	111486	43.62

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6292	MADDEN, GALANTER, HANSEN, LLP I-201901093049	NEGOTIATIONS	R	1/23/2019		422.90CR	111487	422.90
1604	MARSHALL AREA CHAMBER OF COMMERCE I-521 I-523A	2018 EMPLOYEE RECOGNITION EVNT SURVEY MONKEY	R	1/23/2019		100.00CR 384.00CR	111488 111488	484.00
1616	MARSHALL CONVENTION & VISITORS BUREAU I-201901103076	1/19 SRASC SERV. AGREEMENT	R	1/23/2019		7,000.00CR	111489	7,000.00
1623	MARSHALL INDEPENDENT, INC I-049186 I-050120	2018 NOVEMBER BILLING 12/18 CLASSIFIEDS & LEGALS	R	1/23/2019		680.37CR 859.98CR	111490 111490	1,540.35
1637	MARSHALL PUBLIC SCHOOLS I-11191	10/11/12 DE EXPENSES	R	1/23/2019		12,902.40CR	111491	12,902.40
3545	MARSHALL RADIO I-201901163086	ADVERTISING	R	1/23/2019		42.99CR	111492	42.99
1649	MARSHALL TRUCK SALVAGE INC. I-62036	WELDER GAS	R	1/23/2019		79.98CR	111493	79.98
4611	MARTIN TRUCKING I-02186423	12/18 SVC	R	1/23/2019		3,356.90CR	111494	3,356.90
1680	MCEA EXECUTIVE OFFICE I-201901093053	MCEA YEARLY DUES	R	1/23/2019		538.00CR	111495	538.00
1794	MEI TOTAL ELEVATOR SOLUTIONS I-782441 I-785276	JAN MONTHLY SERVICE YEARLY INSPECTIONS OF ELEVATOR	R	1/23/2019		147.64CR 2,100.00CR	111496 111496	2,247.64
4980	MENARDS INC I-32018 I-32313 I-32404 I-32770 I-32798 I-32939 I-33016 I-33076	SUPPLIES ACCOUNTABILITY BOARDS SUPPLIES STEP LADDER SUPPLIES SUPPLIES SHOP VAC & FILTERS SUPPLIES	R	1/23/2019		84.98CR 21.87CR 11.75CR 100.99CR 44.93CR 65.98CR 219.59CR 31.97CR	111497 111497 111497 111497 111497 111497 111497 111497	582.06

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
5998	MIAMA I-INV_68	2019 MEMBERSHIP	R	1/23/2019		200.00CR	111498	200.00
1774	MN DEPT OF LABOR AND INDUST I-201901093066	QUARTERLY SURCHARGE 4/4 12/18	R	1/23/2019		2,448.77CR	111499	2,448.77
4095	MN DEPT OF PUBLIC SAFETY I-M-97060	HAZ CHEM INVENTORY	R	1/23/2019		25.00CR	111500	25.00
1002	MN DNR I-1993-4074 2019	MN DNR PERMIT	R	1/23/2019		140.00CR	111501	140.00
3555	MN DOT I-P00009806	12/18 MATERIAL TEST & INSPECT	R	1/23/2019		2,876.35CR	111502	2,876.35
1859	MOCIC I-43009-702	DUES	R	1/23/2019		150.00CR	111503	150.00
1864	MONTES ELECTRIC INC I-17762 I-17817 I-17819	GARAGE DOOR HOOK UP ELECTRICAL AT COMPLEX ELECTRICAL @ COMPLEX	R	1/23/2019		62.78CR 60.00CR 60.00CR	111504 111504 111504	182.78
1877	MOTION INDUSTRIES INC I-169302	SUPPLIES	R	1/23/2019		90.28CR	111505	90.28
1945	NORMS GTC I-90414 I-90594 I-90595 I-90608 I-90652 I-90653 I-90696	CAT 140 EQUIP BULBS/WIPERS EQUIP VEHICLE FILTERS STARTER FOR 2007 F150 PICKUP ANTI FREEZE #6 LIGHT BULB 2003 GMC	R	1/23/2019		10.14CR 63.93CR 322.86CR 143.99CR 65.70CR 26.98CR 34.99CR	111506 111506 111506 111506 111506 111506 111506	668.59
1986	NORTH CENTRAL INTERNATIONAL, INC I-118729 I-118806 I-349801	TRUCK REPAIR REPAIRS TO DUMP TRUCK ANTI FREEZE	R	1/23/2019		390.45CR 1,054.75CR 59.70CR	111507 111507 111507	1,504.90
1958	NORTHERN BUSINESS PRODUCTS, INC I-358093-0 I-360023-0 I-361303-0	SUPPLIES SUPPLIES CHAIR MAT	R	1/23/2019		44.67CR 221.64CR 119.98CR	111508 111508 111508	386.29

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3809	O'REILLY AUTOMOTIVE STORES, INC							
	I-1538-183499	TRACTOR 7410 BULB	R	1/23/2019		9.82CR	111509	9.82
5891	ONE OFFICE SOLUTION							
	I-1854401-0	SUPPLIES	R	1/23/2019		430.99CR	111510	
	I-1855707-0	SUPPLIES	R	1/23/2019		295.98CR	111510	
	I-1859659	LABEL WRITER LABELS	R	1/23/2019		44.01CR	111510	770.98
2019	PAUSTIS & SONS							
	I-36109	.	R	1/23/2019		7,218.46CR	111511	
	I-36741	.	R	1/23/2019		480.00CR	111511	7,698.46
2026	PEPSI COLA BOTTLING OF PIPESTONE MN INC							
	I-2153466	.	R	1/23/2019		82.95CR	111512	
	I-2156716	.	R	1/23/2019		35.55CR	111512	118.50
2036	PHILLIPS WINE AND SPIRITS INC							
	C-316474	.	R	1/23/2019		4.08	111513	
	C-316475	.	R	1/23/2019		6.47	111513	
	C-316476	.	R	1/23/2019		10.94	111513	
	C-316477	.	R	1/23/2019		7.42	111513	
	C-316478	.	R	1/23/2019		19.75	111513	
	C-316479	.	R	1/23/2019		8.00	111513	
	C-316480	.	R	1/23/2019		7.69	111513	
	C-316481	.	R	1/23/2019		51.60	111513	
	I-2479763	.	R	1/23/2019		16,950.44CR	111513	
	I-2479764	.	R	1/23/2019		5,475.79CR	111513	
	I-2483276	.	R	1/23/2019		1,707.40CR	111513	
	I-2483277	.	R	1/23/2019		2,357.75CR	111513	
	I-2486546	.	R	1/23/2019		8,756.32CR	111513	
	I-2486547	.	R	1/23/2019		833.40CR	111513	35,965.15
VOID	VOID CHECK		V	1/23/2019			111514	**VOID**
2037	PHOTOWORKS							
	I-471169	D VIERSTRAETE B&W PHOTO	R	1/23/2019		7.50CR	111515	7.50
2049	PLUNKETTS PEST CONTROL INC							
	I-6150447	SUPPLIES	R	1/23/2019		39.27CR	111516	39.27
3557	POMP'S TIRE SERVICE, INC.							
	I-680041392	644 K LOADER TIRE	R	1/23/2019		20.00CR	111517	
	I-680041433	TIRES FOR 2015 DODGE	R	1/23/2019		648.00CR	111517	668.00

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2064	POWERPLAN							
	I-P57681	WINDOW PANE JD BLADE	R	1/23/2019		579.13CR	111518	
	I-W16811	CAB MOISTER ACCUMLATOR	R	1/23/2019		688.66CR	111518	1,267.79
6166	PULVER MOTOR SVC, LLC							
	I-151155	TOW & STORAGE	R	1/23/2019		95.00CR	111519	
	I-151349	TOW & STORAGE	R	1/23/2019		95.00CR	111519	
	I-15306	TOW AND STORAGE	R	1/23/2019		175.00CR	111519	365.00
2096	QUARNSTROM & DOERING, PA							
	I-201901093037	RECORDING & ST DEED PKWY III	R	1/23/2019		62.50CR	111520	
	I-71140	LEGAL FEES	R	1/23/2019		472.50CR	111520	
	I-71229	HELENA RELOCATION	R	1/23/2019		100.00CR	111520	
	I-71233	COMM IND PARK 2ND	R	1/23/2019		1,200.00CR	111520	
	I-71234	Z64 SARATOGA	R	1/23/2019		500.00CR	111520	
	I-71235	Z67 MICH/SUPERIOR	R	1/23/2019		1,200.00CR	111520	
	I-M007-047, 71223	BLOCK 2 DEVELOPMENT	R	1/23/2019		175.00CR	111520	
	I-M007-054	PRKWY 3 - HESS	R	1/23/2019		62.50CR	111520	
	I-M007-055, 71226	ACTION MNFING SITE EXPANSION	R	1/23/2019		847.00CR	111520	
	I-M161-100,71245	SARATOGA PED OVERPASS	R	1/23/2019		1,150.00CR	111520	
	I-M2180-100,S71231	PURCHASE FROM RALCO	R	1/23/2019		320.00CR	111520	
	I-MOO-053, 71224	PRKW 2 LOT SALE- JM DEVELOP	R	1/23/2019		87.50CR	111520	6,177.00
4112	RDO EQUIPMENT CO.							
	I-P57772	644 K JD LOADER	R	1/23/2019		58.38CR	111521	
	I-P57790	644 K LOADER EDGES	R	1/23/2019		1,199.94CR	111521	1,258.32
6135	SCHUELKE, JOSEPH dba							
	I-63	SNOW HAULING	R	1/23/2019		855.00CR	111522	855.00
6355	REVIZE, LLC							
	I-7566	WEBSITE	R	1/23/2019		6,250.00CR	111523	6,250.00
2156	RH SEALCOATING & .							
	I-201901093056	LIBRARY SNOW HAULING	R	1/23/2019		142.50CR	111524	
	I-201901093057	SNOW HAULING	R	1/23/2019		570.00CR	111524	
	I-201901093058	SNOW HAULING	R	1/23/2019		1,045.00CR	111524	1,757.50
5759	ROBERT R SCHROEDER CONSTRUCTION INC							
	I-201901163087	#11 FINAL, Y62, SARATOGA	R	1/23/2019		61,205.13CR	111525	61,205.13
2201	RUNNINGS SUPPLY INC							
	I-4569512	DIESEL NOZZLE	R	1/23/2019		89.99CR	111526	
	I-4572251	HITCH PINS	R	1/23/2019		19.98CR	111526	109.97

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5838	SCHEDULESPUS LLC I-1523	REGISTRATION PROGRAM	R	1/23/2019		720.00CR	111527	720.00
2253	SEELYE PLASTICS INC I-0261623 I-0262445	TUBING TUBING	R	1/23/2019 1/23/2019		598.79CR 94.30CR	111528 111528	693.09
6251	SHRED RIGHT I-325569	SHRED DOCS	R	1/23/2019		15.00CR	111529	15.00
3495	SMSU I-00206990	INTERNET FEES	R	1/23/2019		250.00CR	111530	250.00
4855	SOUTHERN GLAZER'S OF MN I-1769012 I-1769014 I-1773059 I-1773060 I-1773061 I-5038886 I-5038887 I-5039189 I-5039190	R	1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019		6,936.27CR 2,473.30CR 5,486.17CR 1,047.46CR 1,084.55CR 6,190.55CR 592.00CR 2,798.75CR 1,264.30CR	111531 111531 111531 111531 111531 111531 111531 111531 111531	27,873.35
4887	SOUTHWEST MINNESOTA REGIONAL RADIO BOARD I-2019-2	RADIO BOARD DUES/FEES	R	1/23/2019		1,986.00CR	111532	1,986.00
6324	HOOK, MATT I-1225	PEST CONTROL	R	1/23/2019		50.00CR	111533	50.00
2351	STAR TRIBUNE I-201901093062	2019 SUBSCRIPTION	R	1/23/2019		333.84CR	111534	333.84
6315	STEVE'S CURLING SUPPLIES I-A4124	SET OF CURLING STONES	R	1/23/2019		5,108.31CR	111535	5,108.31
6137	TEIGS LAWN CARE & LANDSCAPING, LLC I-201901093040 I-201901093041 I-201901093042 I-201901093043 I-201901093044 I-201901093045 I-201901093046	WALK BRIDGES SNOW REMOVAL 501 EAST MAIN SNOW REMOVAL SIDEWALK SNOW REMOVAL SIDEWALK SNOW REMOVAL 400 VILLAGE DRIVE SNOW REMOVAL 1303 SIDEWALK SNOW REMOVAL SIDEWALK SNOW REMOVAL	R	1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019 1/23/2019		270.00CR 30.00CR 50.00CR 40.00CR 40.00CR 60.00CR 85.00CR	111536 111536 111536 111536 111536 111536 111536	575.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6351	THE DAILY GRIND MARSHALL LLC							
	I-201901093050	PROGRAMMING	R	1/23/2019		30.00CR	111537	30.00
2428	TITAN MACHINERY							
	I-11900102	FUEL CAP - 321F	R	1/23/2019		44.75CR	111538	44.75
6156	TRUE BRANDS							
	I-425768	.	R	1/23/2019		80.88CR	111539	
	I-436061	.	R	1/23/2019		109.49CR	111539	
	I-439274	.	R	1/23/2019		67.08CR	111539	
	I-440536	.	R	1/23/2019		69.98CR	111539	
	I-441699	.	R	1/23/2019		124.18CR	111539	451.61
6126	UNITED COMMUNITY ACTION PARTNERSHIP							
	I-201901113079	UCAP BUCESS 201B	R	1/23/2019		31,985.00CR	111540	31,985.00
6350	VAG USA, LLC							
	I-439031212	CHECK VALVUES HWY 23 LIFT	R	1/23/2019		1,679.71CR	111541	1,679.71
5733	VAST BROADBAND							
	I-001744201-0119	01/06-02/05/19	R	1/23/2019		337.76CR	111542	
	I-002685901-0119	01/08-02/07/19	R	1/23/2019		84.40CR	111542	
	I-005489701-0119	01/08-02/07/19	R	1/23/2019		106.95CR	111542	
	I-015038501-0119	01/08-02/07/19	R	1/23/2019		61.94CR	111542	
	I-015038601-0119	01/06-02/05/19	R	1/23/2019		59.13CR	111542	
	I-015044201-0119	01/06-02/05/19	R	1/23/2019		116.90CR	111542	
	I-015082101-01/19	01/06-02/05/19	R	1/23/2019		288.20CR	111542	
	I-015511601-0119	01/11-02/10/19	R	1/23/2019		191.04CR	111542	
	I-015790801-0119	01/06-02/05/19	R	1/23/2019		14.49CR	111542	
	I-201901093047	12/30/18 TELEPHONE	R	1/23/2019		173.04CR	111542	
	I-201901093048	12/22/18 TV SERVICE	R	1/23/2019		112.55CR	111542	1,546.40
VOID	VOID CHECK		V	1/23/2019			111543	**VOID**
4489	VERIZON WIRELESS							
	I-201901103074	12/02/18-01/01/19	R	1/23/2019		49.04CR	111544	
	I-9820876961	11/24/18-12/23/18	R	1/23/2019		35.01CR	111544	
	I-9821837774	12/09/18-01/08/19	R	1/23/2019		480.22CR	111544	564.27
2538	VIKING COCA COLA BOTTLING COMPANY							
	C-821858	.	R	1/23/2019		18.70	111545	
	I-2265740	.	R	1/23/2019		228.00CR	111545	
	I-2275617	.	R	1/23/2019		343.75CR	111545	553.05

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4594	VINOUCPIA							
	I-0223527-IN	.	R	1/23/2019		472.00CR	111546	
	I-0223978-IN	.	R	1/23/2019		1,602.00CR	111546	2,074.00
4220	WEBTOMIX							
	I-51658	STUDIO ONE WEBSITE HOSTING	R	1/23/2019		279.90CR	111547	
	I-51660	WEBSITE MAINTENANCE	R	1/23/2019		562.50CR	111547	842.40
2605	WINE MERCHANTS							
	I-7216018	.	R	1/23/2019		2,800.00CR	111548	
	I-7217799	.	R	1/23/2019		2,537.00CR	111548	5,337.00
2632	ZIEGLER INC							
	I-PC040322208	OSHKOSH PLOW EDGES	R	1/23/2019		1,544.82CR	111549	
	I-PC040322209	CAT BLADE HOSE CLIPS	R	1/23/2019		4.92CR	111549	1,549.74

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	123	0.00	435,122.13	435,122.13
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	2	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	125	0.00	435,122.13	435,122.13

ERROR LISTING

CHECK #	VENDOR	NAME	PAGE	ERROR MESSAGE	NOTES
111477	01-1311	HYVEE FOOD STORES INC	6	CHECK DATE < ITEM DATE	TRAN NO#: I-4884388914
111477	01-1311	HYVEE FOOD STORES INC	6	CHECK DATE < ITEM DATE	TRAN NO#: I-4886221007
111477	01-1311	HYVEE FOOD STORES INC	6	CHECK DATE < ITEM DATE	TRAN NO#: I-5826971358
111490	01-1623	MARSHALL INDEPENDENT, INC	7	CHECK DATE < ITEM DATE	TRAN NO#: I-050120
111492	01-3545	MARSHALL RADIO	7	CHECK DATE < ITEM DATE	TRAN NO#: I-201901163086
111494	01-4611	MARTIN TRUCKING	7	CHECK DATE < ITEM DATE	TRAN NO#: I-02186423
111482	01-5138	L & A SYSTEMS, LLC	6	CHECK DATE < ITEM DATE	TRAN NO#: I-4258

TOTAL ERRORS: 0 TOTAL WARNINGS: 7

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	1/2019	102,292.52CR
206	1/2019	87.50CR
207	1/2019	475.00CR
208	1/2019	1,874.57CR
240	1/2019	12,902.40CR
258	1/2019	16,684.25CR
428	1/2019	62,355.13CR
462	1/2019	942.81CR
475	1/2019	3,633.54CR
494	1/2019	2,000.00CR
495	1/2019	175.00CR
602	1/2019	18,387.13CR
609	1/2019	207,464.79CR
630	1/2019	5,847.49CR
=====		
ALL		435,122.13CR

PACKET: 06676 EFT Payments-2018

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	EFT DATE/#	STAT	DUE DT DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-1633	MARSHALL MUNICIPAL UTILITIE								
I	201901093036	71-0831-00 ARMY COE PYM G/L ACCOUNT 101 36421	AP		E	1/17/2019	98.88 98.88	98.88CR	
		REFUNDS & REIMB - FINANCE				98.88	71-0831-00 ARMY COE PYM		
I	9662	11/2/18-12/28/18 GIS SUPPOR G/L ACCOUNT 101 41641-3405	AP		E	1/09/2020	550.00 550.00	550.00CR	
		MAINTENANCE AGREEMENTS				550.00	11/2/18-12/28/18 GIS SUPPORT		
I	9663	12/18 IT VISION G/L ACCOUNT 101 41641-3405	AP		E	1/09/2020	250.00 250.00	250.00CR	
		MAINTENANCE AGREEMENTS				250.00	12/18 IT VISION		
			EFT				898.88 898.88	898.88CR 0.00	0.00

PACKET: 06676 EFT Payments-2018

VENDOR SET: 01

===== R E P O R T T O T A L S =====

F U N D D I S T R I B U T I O N

FUND NO#	FUND NAME	AMOUNT
101	GENERAL FUND	898.88CR
** TOTALS **		898.88CR

---- TYPE OF CHECK TOTALS ----

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00 0.00	0.00 0.00	0.00
DRAFTS		0.00 0.00	0.00 0.00	0.00
REG-CHECKS		0.00 0.00	0.00 0.00	0.00
EFT		898.88 898.88	898.88CR 0.00	0.00
NON-CHECKS		0.00 0.00	0.00 0.00	0.00
ALL CHECKS		898.88 898.88	898.88CR 0.00	0.00

TOTAL CHECKS TO PRINT: 0

ERRORS: 0 WARNINGS: 0

CITY OF MARSHALL, MINNESOTA
SOUTHWEST MINNESOTA AMATEUR SPORTS CENTER PROJECTS
12/31/2017

PROJECT #:	DATE	CONTRACTOR:	ORIGINAL CONTRACT AMOUNT:	CHANGE ORDERS	CURRENT CONTRACT AMOUNT	PRIOR PAYMENTS	PYMTS THIS MEETING:	RETAINAGE	BALANCE:	PERCENT COMPLETE	
805 456-70579-5520	9/12/2017	Prairie Roots Sculpture	Baldholm Construction	69,873.00		69,873.00	-	66,553.00	-	3,320.00	95.25%
790	2/10/2015	Caulking	Right Way Caulking	36,100.00		36,100.00		34,295.00		1,805.00	95.00%
990	2/10/2015	Paintings / Coatings	Steinbrecher Painting, Inc.	285,335.00	(3,807.00)	281,528.00		267,451.60		14,076.40	95.00%
345	1/27/2015	Precast Concrete Wall Panels	Fabcon Precast LLC	1,496,012.00	(25,102.00)	1,470,910.00		1,434,137.25		36,772.75	97.50%
3210	2/10/2015	Asphalt Paving & Curbs	Duininck Inc	554,796.00	(23,195.00)	531,601.00		531,301.01		299.99	99.94% Final 6/27/17? \$300 left
2600	2/10/2015	Electrical / Low Voltage	L & S Electric Inc.	834,010.00	175,598.00	1,009,608.00		1,009,608.00		0.00	100.00% Final 5/9/17
1318	2/10/2015	Dasher Boards	Rink Systems Inc	275,200.00	1,550.00	276,750.00		276,750.00		0.00	100.00% Final 5/9/17
2200	2/10/2015	Plumbing and Heating	Bisbee Plumbing and Heating	1,083,434.00	77,034.00	1,160,468.00		1,160,468.00		0.00	100.00% Final 5/9/17
330	2/10/2015	Cast-In Place Concrete	Innovative Builders of Alexandria Inc	761,000.00	(23,541.00)	737,459.00		737,459.00		0.00	100.00% Final 2/28/17
510	2/10/2015	Steel Erection	Sowels Company	379,000.00	27,047.00	406,047.00		406,047.00		0.00	100.00% Final 3/14/17
710	3/10/2015	Damproofing, waterproofing, air & Vapor barriers	Kremer and Davis	31,628.00	(4,000.00)	27,628.00		27,628.00		0.00	100.00% Final 2/28/17
840	1/27/2015	Aluminum Entrances, Store Fronts, Windows, etc	Southwest Glass Center Inc	268,940.00	49,974.00	318,914.00		318,914.00		0.00	100.00% Final 3/14/17
965	2/10/2015	Resilient Flooring and Carpet	Multiple Concepts Interiors, Inc	117,550.00	65,780.00	183,330.00		183,330.00		0.00	100.00% Final 2/28/17
610	2/10/2015	Carpentry	Robert L. Carr Company	324,000.00	(2,238.00)	321,762.00		321,762.00		(0.00)	100.00% Final 5/9/17
			6,516,878.00		315,100.00	6,831,978.00	6,775,703.86	0.00	0.00	56,274.14	

**CITY OF MARSHALL, MINNESOTA
SOUTHWEST MINNESOTA AMATEUR SPORTS CENTER PROJECTS
10/25/2016**

PROJECT #:	DATE	CONTRACTOR:	INSURANCE CERTIFICATE	ORIGINAL CONTRACT AMOUNT:	CHANGE ORDERS	CURRENT CONTRACT AMOUNT	PRIOR PAYMENTS	PYMTS THIS MEETING:	BALANCE:	PERCENT COMPLETE
2200	2/10/2015	Plumbing and Heating	Bisbee Plumbing and Heating	12/1/2016	1,083,434.00	77,034.00	1,160,468.00	1,144,974.60	15,493.40	98.66%
3210	2/10/2015	Asphalt Paving & Curbs	Duininck Inc	6/1/2017	554,796.00	(23,195.00)	531,601.00	504,735.96	26,865.04	94.95%
345	1/27/2015	Precast Concrete Wall Panels	Fabcon Precast LLC	12/31/2016	1,496,012.00	(25,102.00)	1,470,910.00	1,418,482.05	52,427.95	96.44%
330	2/10/2015	Cast-In Place Concrete	Innovative Builders of Alexandria Inc	3/1/2017	761,000.00	(23,541.00)	737,459.00	659,842.45	77,616.55	89.48%
710	3/10/2015	Damproofing, waterproofing, air & Vapor barriers	Kremer and Davis	9/1/2016	31,628.00	(4,000.00)	27,628.00	26,246.60	1,381.40	95.00%
2600	2/10/2015	Electrical / Low Voltage	L & S Electric Inc.	3/2/2017	834,010.00	175,598.00	1,009,608.00	998,925.84	10,682.16	98.94%
965	2/10/2015	Resilient Flooring and Carpet	Multiple Concepts Interiors, Inc	1/1/2017	117,550.00	65,780.00	183,330.00	174,163.50	9,166.50	95.00%
790	2/10/2015	Caulking	Right Way Caulking	3/31/2017	36,100.00		36,100.00	34,295.00	1,805.00	95.00%
1318	2/10/2015	Dasher Boards	Rink Systems Inc	11/1/2016	275,200.00	1,550.00	276,750.00	262,912.50	13,837.50	95.00%
610	2/10/2015	Carpentry	Robert L. Carr Company	9/30/2016	324,000.00	(2,238.00)	321,762.00	303,183.00	18,579.00	94.23%
840	1/27/2015	Aluminum Entrances, Store Fronts, Windows, etc	Southwest Glass Center Inc	12/1/2016	268,940.00	49,974.00	318,914.00	302,968.30	15,945.70	95.00%
510	2/10/2015	Steel Erection	Sowels Company	3/31/2017	379,000.00	27,047.00	406,047.00	385,744.65	20,302.35	95.00%
990	2/10/2015	Paintings / Coatings	Steinbrecher Painting, Inc.	3/1/2017	285,335.00	(3,807.00)	281,528.00	267,451.60	14,076.40	95.00%
2100	2/10/2015	Fire Protection	Breth-Zenzen Fire Protection	5/15/2017	137,520.00	15,850.00	153,370.00	153,370.00	0.00	100.00% Final 8/23/16
810	2/10/2015	Doors / Frames / Hardware	Builders Supply Company	12/1/2016	137,670.00	10,046.00	147,716.00	147,716.00	0.00	100.00%
1317	2/10/2015	Ice Rink Floor and Refrigeration	Commercial Refrigeration Systems, In	12/21/2016	1,707,322.00		1,707,322.00	1,707,322.00	0.00	100.00% Final 7/12/16
950	2/10/2015	Acoustical Treatments	FM Acoustical Tile Inc	5/1/2017	54,400.00	385.00	54,785.00	54,785.00	0.00	100.00% Final 7/26/16
2300	2/10/2015	HVAC / Temperature Controls	General Sheet Metal Co., LLC	5/1/2017	1,175,800.00	30,399.00	1,206,199.00	1,206,199.00	0.00	100.00% Final 7/26/16
920	3/10/2015	Drywall / Cold Formed Metal Framing	GJP Inc.	5/1/2017	97,650.00	12,625.00	110,275.00	110,275.00	0.00	100.00% Final 8/8/16
420	2/10/2015	Masonry	Johnson-Nelson Masonry, Inc.	1/1/2017	588,400.00	2,244.00	590,644.00	590,644.00	0.00	100.00% Final 9/27/16
750	2/10/2015	Roofing and Metal Panesl	Lake Area Roofing & Const Inc	1/1/2017	692,721.00	12,151.00	704,872.00	704,872.00	0.00	100.00%
2305	2/10/2015	Testing and Balancing	Marcus Global Inc., dba SMB of Minn	4/17/2017	15,900.00	546.00	16,446.00	16,446.00	0.00	100.00% Final 7/12/16
1424	2/10/2015	Elevators	Minnesota Elevator Inc	7/1/2017	93,738.00		93,738.00	93,738.00	0.00	100.00% Final 8/23/16
341	1/27/2015	Precast Concrete Plank & Stadia	Moline Concrete Products	9/1/2016	272,093.00	(18,307.00)	253,786.00	253,786.00	(0.00)	100.00% Final 12/13/16
3100/3300	2/10/2015	Earthwork / Site Utiliities	R & G Construction Inc.	4/1/2017	985,600.00	59,807.00	1,045,407.00	1,045,407.00	0.00	100.00% Final 9/27/16
1266	3/10/2015	Bleacher Seating	Seating and Athletic Facility Ent Inc	6/10/2017	184,360.00	24,497.00	208,857.00	208,857.00	0.00	100.00% Final 9/27/16
833	2/10/2015	Coiling and Overhead Doors	Skold Specialty Contracting LLC	7/15/2016	47,350.00		47,350.00	47,350.00	0.00	100.00% Final 9/27/16
1022	2/10/2015	Paired Panel Operable Partitions	Skold Specialty Contracting LLC	7/15/2016	11,100.00		11,100.00	11,100.00	0.00	100.00% Final 9/27/16
1140	2/10/2015	Food Service Equipment	Strategic Equipment	7/1/2017	12,975.00	38,852.00	51,827.00	51,827.00	0.00	100.00% Final 12/13/16
930	2/10/2015	Tile	Superior Tile and Terrazzo, Inc	3/15/2017	82,900.00	77,770.00	160,670.00	160,670.00	0.00	100.00% Final 7/26/16
512	1/27/2015	Steel Supply	Thurnbeck Steel Fabrication Inc.	2/1/2017	919,510.00	(8,416.00)	911,094.00	911,094.00	0.00	100.00% Final 7/26/16
					13,664,014.00	573,549.00	14,237,563.00	13,959,384.05	0.00	278,178.95



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	REQUEST FOR VARIANCE ADJUSTMENT PERMIT (1) Greater Minnesota Family Services at 1408 Floyd Wild Drive
Background Information:	<p>Greater Minnesota Family Services (GMFS) is a non-profit organization that provides help to at-risk children, mostly low income. They are licensed by the State of Minnesota as a Mental Clinic. One of their programs is called SEED, and it helps 3- to 5-year old kids with emotional and social development. They have been operating this program in Marshall for some time, first in a commercial building and then, starting this fall, in a single-family house located at 1408 Floyd Wild Drive, which is located in an R-1 One Family Residence District.</p> <p>According to Tom Belcher, GMFS's CFO, they work with groups of 8 to 10 kids at a time and each session lasts 3 hours, so they have two sessions a day. They employ 7 people in Marshall. Mr. Belcher informed the City that they run a similar program in many other cities throughout Minnesota. He said that other cities look at this as a daycare operation. Each location is licensed as a satellite office to their main office in Willmar, but this does not involve any state inspections. According to our research, all locations with listed addresses are situated in commercial buildings.</p> <p>According to the Ordinance definition, a daycare is any state licensed facility that provides, among others, habilitation and rehabilitation services for less than 24 hours a day. According to this definition, which goes beyond statutory requirements, this facility is indeed a daycare, which is a permitted use in an R-1 One Family Residence District, even though its license is not a daycare license.</p> <p>However, this use has other ordinance implications, mostly parking related. Section 86 - 205 prohibits vehicular access to non-residential uses across residential properties. This house is located hundreds of feet back from the street and is accessed through a recorded access easement, which goes through other residential properties. Section 86-206 requires that all required parking and access drives be paved. According to the Table 86-230, daycares need one parking space per employee plus one per ten kids which ends up being 8 total spaces for this building. There are two garages that can accommodate three vehicles total and a concrete pad in front of the house that can accommodate another one.</p> <p>Mr. Belcher stated that GMFS has a contract for snow removal for the entire access drive. However, initial complaint that was received by the City was a concern about traffic. Mr. Belcher indicated that all kids are brought to the facility by bus rather than their parents but between 7 employees, a bus making several trips a day, and possible staff meetings, the projected traffic exceeds what may be considered normal for residential use</p> <p>Considering that the access easement already exists, city staff believes that a variance for this arrangement may be granted since it's a unique situation, property cannot be used as permitted by the ordinance without such variance, and granting such variance will not change the character of the area. Following the Planning Commission meeting, city staff discussed this use in the residential neighborhood, and staff feels that it may be important to add conditions to this variance that would require the property to continue to be used as described to keep the variance for access to the property.</p> <p>The variance regulations and procedures are found in Section 86-29. A property aerial photo is attached for reference.</p> <p>At the Planning Commission meeting on January 9, 2019, a motion was made by Steen, second by Knieff to recommend approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for permitting an access drive leading to a non-residential use through residential properties. All voted in favor of the</p>

	motion.
Fiscal Impact:	None known.
Alternative/ Variations:	None recommended.
Recommendations:	<p>Planning Commission recommends approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for permitting an access drive leading to a non-residential use through residential properties as recommended by staff. Staff also recommends adding the conditions that the variance is contingent upon the property being utilized as described by GMFS. The property shall be used to operate the SEED program for 3-5-year-old children, in groups no larger than 10 kids, with no more than two groups per day, operating Monday-Friday. The participants must be brought in by bus and no more than 8 employees may be present at any time.</p>

VARIANCE ADJUSTMENT PERMIT

City of Marshall, Minnesota

WHEREAS, The Planning Commission of the City of Marshall has held a Public Hearing for a Variance Adjustment Permit for permitting an access drive leading to a non-residential use through residential properties as permitted by City Ordinance on the premises described as:

**City of Marshall, County of Lyon, State of Minnesota
1408 Floyd Wild Drive**

and; in accordance with and pursuant to the provisions Chapter 86 of City Code of Ordinances related to zoning; and has written findings that the establishment, maintenance or conducting of the use for which the permit is sought will not under the circumstances be detrimental to the health, safety, morals, comfort, convenience or welfare of the persons residing or working in the area adjacent to the use, or to the public welfare, or injurious to property or improvements in the area adjacent to such use, and;

WHEREAS, The Planning Commission has designated certain conditions in the granting of such permit.

NOW THEREFORE, be it resolved by the Common Council of the City of Marshall, Minnesota, that a Variance Adjustment Permit be granted to Greater Minnesota Family Services, for a Variance Adjustment Permit for permitting an access drive leading to a non-residential use through residential properties on the premises described herein subject to the following conditions:

- 1) That the regulations, standards and requirements as set forth in the City Code and as pertains to the class of district in which such premises are located shall be conformed with.
- 2) That the City reserves the right to revoke the Variance Adjustment Permit in the event that any person has breached the conditions contained in this permit provided first, that the City serve the person with written notice specifying items of any default, and allow the applicant a reasonable time in which to cure any such default.
- 3) That the conditions contained in this permit shall be binding upon the successors and assigns of the applicant.
- 4) That the variance is contingent upon the property being utilized as described by GMFS. The property shall be used to operate the SEED program for 3-5 year old children, in groups no larger than 10 kids, with no more than two groups per day, operating Monday-Friday. The participants must be brought in by bus and no more than 8 employees may be present at any time.

ADOPTED: January 23, 2019.

ATTEST:

Mayor

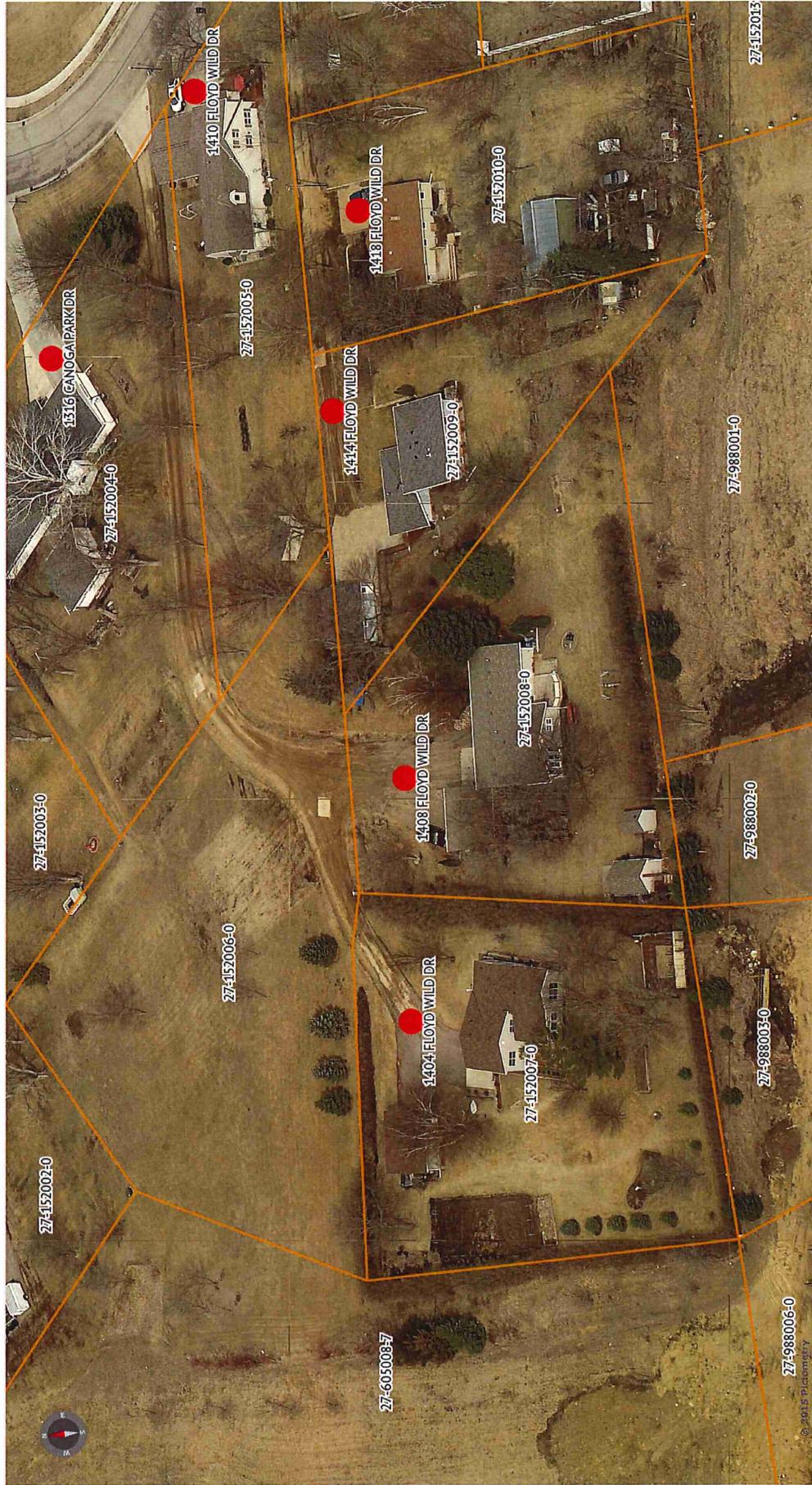
City Clerk

(SEAL)

This Instrument Drafted By:
Jason R. Anderson, P.E.
Assistant City Engineer/Zoning Administrator

File No. 1118

CONNECTEXPLORER



map: Auto (Oblique) Mar 2015 - Apr 2015 image 1 of 8 03/27/2015



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	REQUEST FOR VARIANCE ADJUSTMENT PERMIT (2) Greater Minnesota Family Services at 1408 Floyd Wild Drive
Background Information:	<p>Greater Minnesota Family Services (GMFS) is a non-profit organization that provides help to at-risk children, mostly low income. They are licensed by the State of Minnesota as a Mental Clinic. One of their programs is called SEED, and it helps 3- to 5-year old kids with emotional and social development. They have been operating this program in Marshall for some time, first in a commercial building and then, starting this fall, in a single-family house located at 1408 Floyd Wild Drive, which is located in an R-1 One Family Residence District.</p> <p>According to Tom Belcher, GMFS's CFO, they work with groups of 8 to 10 kids at a time and each session lasts 3 hours, so they have two sessions a day. They employ 7 people in Marshall. Mr. Belcher informed the City that they run a similar program in many other cities throughout Minnesota. He said that other cities look at this as a daycare operation. Each location is licensed as a satellite office to their main office in Willmar, but this does not involve any state inspections. According to our research, all locations with listed addresses are situated in commercial buildings.</p> <p>According to the Ordinance definition, a daycare is any state licensed facility that provides, among others, habilitation and rehabilitation services for less than 24 hours a day. According to this definition, which goes beyond statutory requirements, this facility is indeed a daycare, which is a permitted use in an R-1 One Family Residence District, even though its license is not a daycare license.</p> <p>However, this use has other ordinance implications, mostly parking related. Section 86-205 prohibits vehicular access to non-residential uses across residential properties. This house is located hundreds of feet back from the street and is accessed through a recorded access easement, which goes through other residential properties. Section 86-206 requires that all required parking and access drives be paved. According to the Table 86-230, daycares need one parking space per employee plus one per ten kids which ends up being 8 total spaces for this building. There are two garages that can accommodate three vehicles total and a concrete pad in front of the house that can accommodate another one.</p> <p>Mr. Belcher stated that GMFS has a contract for snow removal for the entire access drive. However, initial complaint that was received by the City was a concern about traffic. Mr. Belcher indicated that all kids are brought to the facility by bus rather than their parents but between 7 employees, a bus making several trips a day, and possible staff meetings, the projected traffic exceeds what may be considered normal for residential use</p> <p>A variance for not paving parking spaces may also be granted considering that half of required spaces are provided, and an attached condition limiting a number of cars parked outside will mitigate any possible negative impact thus keeping the character of the area intact.</p> <p>The variance regulations and procedures are found in Section 86-29. A property aerial photo is attached for reference.</p> <p>At the Planning Commission meeting on January 9, 2019, a motion was made by Knieff, second by Carstens to recommend approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for permitting unpaved parking with a condition that not more than three vehicles will be parked outside of paved area at any time. All voted in favor of the motion.</p>
Fiscal Impact:	None known.

Alternative/ Variations:	None recommended.
Recommendations:	Planning Commission recommends approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved parking with a condition that not more than three vehicles will be parked outside of paved area at any time as recommended by staff.

VARIANCE ADJUSTMENT PERMIT

City of Marshall, Minnesota

WHEREAS, The Planning Commission of the City of Marshall has held a Public Hearing for a Variance Adjustment Permit for unpaved parking as permitted by City Ordinance on the premises described as:

**City of Marshall, County of Lyon, State of Minnesota
1408 Floyd Wild Drive**

and; in accordance with and pursuant to the provisions Chapter 86 of City Code of Ordinances related to zoning; and has written findings that the establishment, maintenance or conducting of the use for which the permit is sought will not under the circumstances be detrimental to the health, safety, morals, comfort, convenience or welfare of the persons residing or working in the area adjacent to the use, or to the public welfare, or injurious to property or improvements in the area adjacent to such use, and;

WHEREAS, The Planning Commission has designated certain conditions in the granting of such permit.

NOW THEREFORE, be it resolved by the Common Council of the City of Marshall, Minnesota, that a Variance Adjustment Permit be granted to Greater Minnesota Family Services, for a Variance Adjustment Permit for unpaved parking on the premises described herein subject to the following conditions:

- 1) That the regulations, standards and requirements as set forth in the City Code and as pertains to the class of district in which such premises are located shall be conformed with.
- 2) That the City reserves the right to revoke the Variance Adjustment Permit in the event that any person has breached the conditions contained in this permit provided first, that the City serve the person with written notice specifying items of any default, and allow the applicant a reasonable time in which to cure any such default.
- 3) That the conditions contained in this permit shall be binding upon the successors and assigns of the applicant.
- 4) That not more than three vehicles will be parked outside of paved area at any time.

ADOPTED: January 23, 2019.

ATTEST:

Mayor

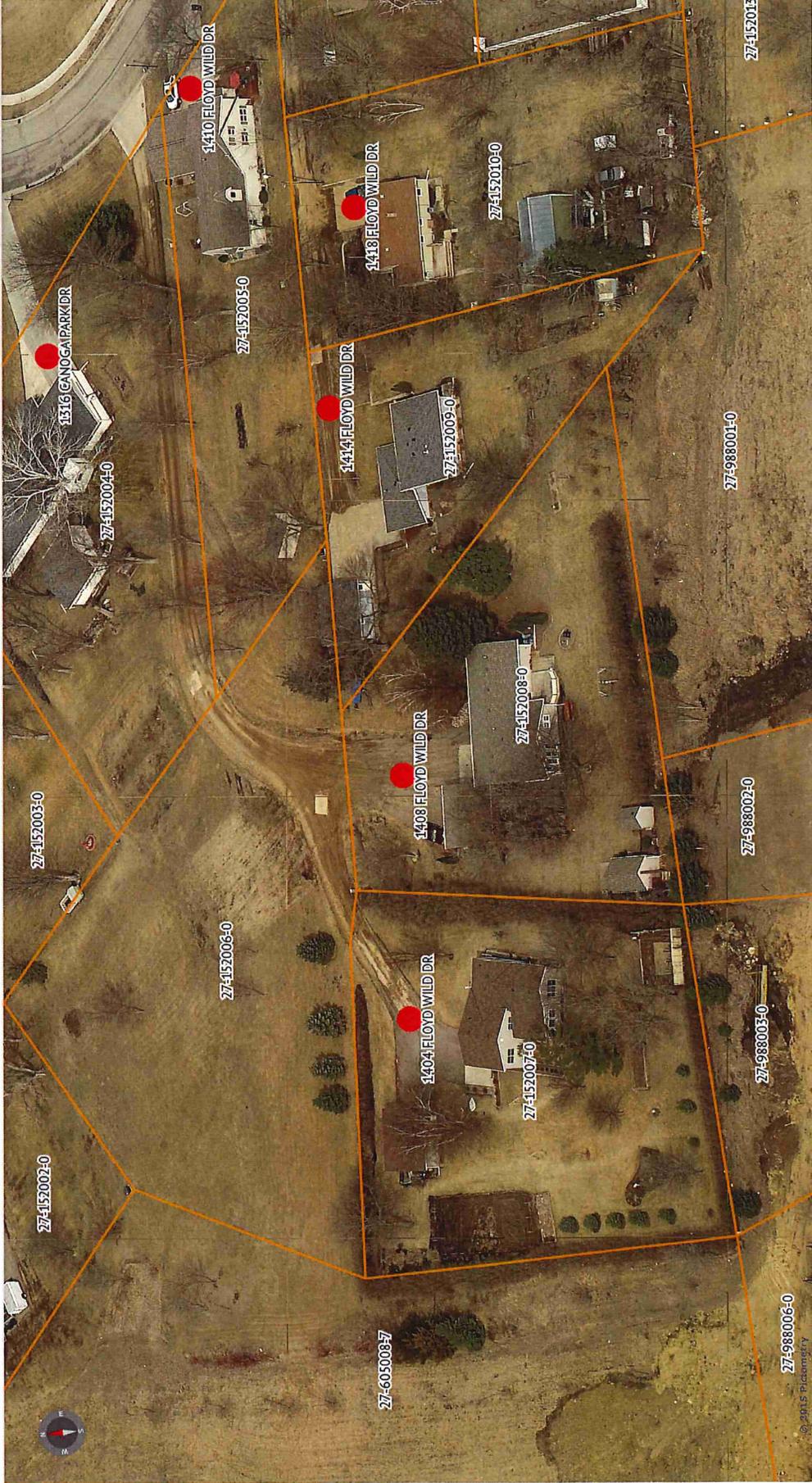
City Clerk

(SEAL)

This Instrument Drafted By:
Jason R. Anderson, P.E.
Assistant City Engineer/Zoning Administrator

File No. 1118

CONNECTEXPLORER



map: Auto (Oblique) Mar 2015 - Apr 2015 image 1 of 8 03/27/2015



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	REQUEST FOR VARIANCE ADJUSTMENT PERMIT (3) Greater Minnesota Family Services at 1408 Floyd Wild Drive
Background Information:	<p>Greater Minnesota Family Services (GMFS) is a non-profit organization that provides help to at-risk children, mostly low income. They are licensed by the State of Minnesota as a Mental Clinic. One of their programs is called SEED, and it helps 3- to 5-year old kids with emotional and social development. They have been operating this program in Marshall for some time, first in a commercial building and then, starting this fall, in a single-family house located at 1408 Floyd Wild Drive, which is located in an R-1 One Family Residence District.</p> <p>According to Tom Belcher, GMFS's CFO, they work with groups of 8 to 10 kids at a time and each session lasts 3 hours, so they have two sessions a day. They employ 7 people in Marshall. Mr. Belcher informed the City that they run a similar program in many other cities throughout Minnesota. He said that other cities look at this as a daycare operation. Each location is licensed as a satellite office to their main office in Willmar, but this does not involve any state inspections. According to our research, all locations with listed addresses are situated in commercial buildings.</p> <p>According to the Ordinance definition, a daycare is any state licensed facility that provides, among others, habilitation and rehabilitation services for less than 24 hours a day. According to this definition, which goes beyond statutory requirements, this facility is indeed a daycare, which is a permitted use in an R-1 One Family Residence District, even though its license is not a daycare license.</p> <p>However, this use has other ordinance implications, mostly parking related. Section 86-205 prohibits vehicular access to non-residential uses across residential properties. This house is located hundreds of feet back from the street and is accessed through a recorded access easement, which goes through other residential properties. Section 86-206 requires that all required parking and access drives be paved. According to the Table 86-230, daycares need one parking space per employee plus one per ten kids which ends up being 8 total spaces for this building. There are two garages that can accommodate three vehicles total and a concrete pad in front of the house that can accommodate another one.</p> <p>Mr. Belcher stated that GMFS has a contract for snow removal for the entire access drive. However, initial complaint that was received by the City was a concern about traffic. Mr. Belcher indicated that all kids are brought to the facility by bus rather than their parents but between 7 employees, a bus making several trips a day, and possible staff meetings, the projected traffic exceeds what may be considered normal for residential use</p> <p>In staff's opinion, there is no justification for granting a variance for not paving an access drive since there are no practical difficulties associated with this request.</p> <p>The variance regulations and procedures are found in Section 86-29. A property aerial photo is attached for reference.</p> <p>At the Planning Commission meeting on January 9, 2019, a motion was made by Carstens, second by Knieff to recommend approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved access drive. All voted in favor of the motion.</p>
Fiscal Impact:	None known.
Alternative/	Deny the request by Greater Minnesota Family Services for a Variance Adjustment Perm

Variations:	unpaved access drive as recommended by staff.
Recommendations:	Planning Commission recommends approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved access drive to a business use.

VARIANCE ADJUSTMENT PERMIT
City of Marshall, Minnesota

WHEREAS, The Planning Commission of the City of Marshall has held a Public Hearing for a Variance Adjustment Permit for a Variance Adjustment Permit for unpaved access drive as permitted by City Ordinance on the premises described as:

**City of Marshall, County of Lyon, State of Minnesota
1408 Floyd Wild Drive**

and; in accordance with and pursuant to the provisions Chapter 86 of City Code of Ordinances related to zoning; and has written findings that the establishment, maintenance or conducting of the use for which the permit is sought will not under the circumstances be detrimental to the health, safety, morals, comfort, convenience or welfare of the persons residing or working in the area adjacent to the use, or to the public welfare, or injurious to property or improvements in the area adjacent to such use, and;

WHEREAS, The Planning Commission has designated certain conditions in the granting of such permit.

NOW THEREFORE, be it resolved by the Common Council of the City of Marshall, Minnesota, that a Variance Adjustment Permit be granted to Greater Minnesota Family Services, for a Variance Adjustment Permit for a Variance Adjustment Permit for unpaved access drive on the premises described herein subject to the following conditions:

- 1) That the regulations, standards and requirements as set forth in the City Code and as pertains to the class of district in which such premises are located shall be conformed with.
- 2) That the City reserves the right to revoke the Variance Adjustment Permit in the event that any person has breached the conditions contained in this permit provided first, that the City serve the person with written notice specifying items of any default, and allow the applicant a reasonable time in which to cure any such default.
- 3) That the conditions contained in this permit shall be binding upon the successors and assigns of the applicant.

ADOPTED: January 23, 2019.

ATTEST:

Mayor

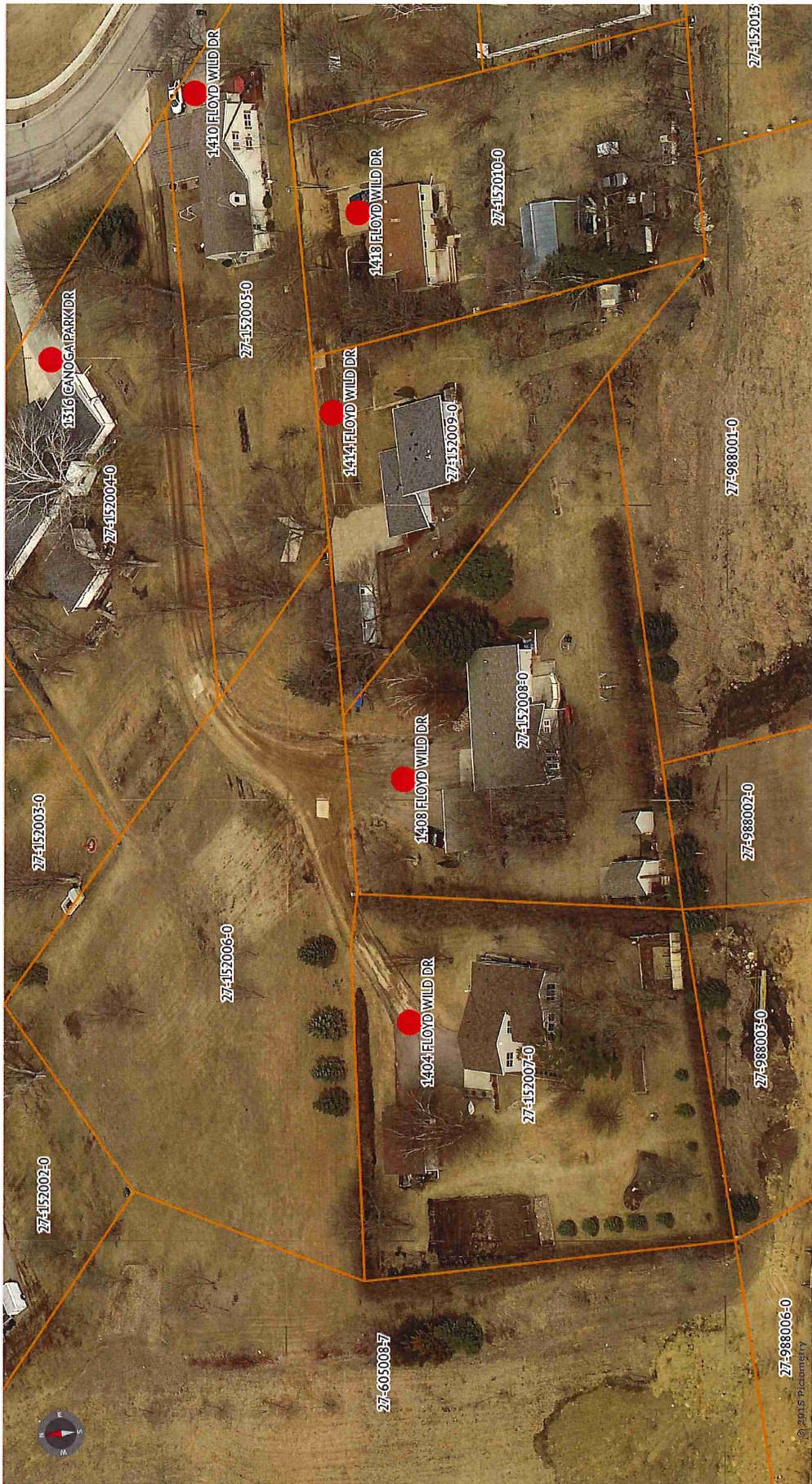
City Clerk

(SEAL)

This Instrument Drafted By:
Jason R. Anderson, P.E.
Assistant City Engineer/Zoning Administrator

File No. 1118

CONNECTEXPLORER



map: Auto (Oblique) Mar 2015 - Apr 2015 image 1 of 8 03/27/2015



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Introduction of Ordinance Amending to permit an archery range and Call for Public Hearing
Background Information:	<p>During November 27, 2018 Council Meeting, Mr. Ty Brouwer presented a proposal for a public archery range to be located at the MERIT Center property. The Council approved this proposal and gave staff directions to proceed in accommodating the archery range. Marshall Community Services Department will be the lead in the entire process.</p> <p>The proposed location is zoned I-2 General Industrial District, which does not permit archery ranges. In fact, in Marshall archery ranges are permitted only in a B-3 General Business District, which most likely was intended for indoor locations only.</p> <p>Staff reviewed various ways for achieving a desired goal. Considering that the intent is for this archery range to become a public park, the decision was made to proceed in this direction. All City parks are zoned A – Agricultural District; however, an archery range are currently not a permitted or conditional use in an A – Agricultural District. In a few cities reviewed by staff, archery ranges are either not listed anywhere or permitted in Floodway Districts only.</p> <p>It seems that a reasonable path to creating a park with an archery range would be a three-step process: 1. Change the Ordinance to add archery ranges as a conditional use in an A – Agricultural District; 2. Rezone a desired area from I-2 General Industrial District to A – Agricultural District to match other city parks; 3. Approve a conditional use permit for an archery range in an A – Agricultural District.</p> <p>During the January 9, 2019, regular Planning Commission meeting, ordinance amendment, were discussed and recommended for adoption. All voted in favor of the motion.</p> <p>At the meeting on January 18, 2019, Legislative and Ordinance Committee voted to recommend to council the approval of revisions amending Section 86-96 A - Agricultural District by adding archery ranges as a conditional use in an A - Agricultural District as recommended by staff.</p>
Fiscal Impact:	None.
Alternative/ Variations:	None.
Recommendations:	Staff recommends, based on L&O Committee input, that the Council introduce the Ordinance Amending to permit an archery range and call for Public Hearing to be held on February 12, 2019.

ORDINANCE NO. _____, SECOND SERIES

**ORDINANCE AMENDING
MARSHALL CITY CODE OF ORDINANCES – CHAPTER 86
RELATING TO ZONING**

The Common Council of the City of Marshall does ordain as follows:

Section 1: City Code of Ordinances, in the section shown below, is hereby amended by adding archery range as a conditional use, as follows:

Sec. 86-96. - A agricultural district, (d) Conditional uses;

Archery Range.

All other listed conditional uses remain unchanged

Section 2: This ordinance shall take effect from and after its passage and publication.

Passed and adopted by the Common Council this 12th day of February, 2019.

THE COMMON COUNCIL

ATTEST:

Mayor of the City of Marshall, MN

City Clerk

Introduced on: January 23, 2019

Final Passage on: February 12, 2019

Published in the Marshall Independent: _____

Sec. 86-96. - A agricultural district.

(a) *Intent; scope.* This section applies to the A agricultural district. This A district preserves land for agricultural or undeveloped uses until development pressures require that such land be released and rezoned for purposes of controlled and orderly growth according to the comprehensive plan pending proper timing and allowance for the economical provision of urban services.

(b) *Permitted uses.* The following uses shall be permitted in the A agricultural district:

Agricultural, farming and truck gardening, shrimp growing in enclosed facilities, nurseries and greenhouses, except kennels, terrestrial (land) animal or poultry farms operated for commercial purposes.

Golf courses, except clubhouses.

Parks and recreational areas owned or operated by governmental agencies, except auto race tracks.

(c) *Permitted accessory uses.* The following uses shall be permitted accessory uses in the A agricultural district:

Accessory uses customarily incident to the uses permitted in subsections (a) and (b) of this section.

Fallout shelters.

Keeping of not more than two boarders and/or roomers by a resident family; provided, however, that the council may grant a special permit to keep more than two boarders and/or roomers for one year at a time upon proof of compliance by the applicant for such special permit with the provisions of this chapter prescribing the required number of off-street parking spaces.

Private garage.

Private swimming pool when completely enclosed within a chainlink or similar fence five feet high.

Single-family farm residences if used by the farm owner or operator, member of the immediate family, or an employee working on the premises.

Solar energy collectors and systems.

(d) *Conditional uses.* All conditional use permits for the A district may only be issued if the proposed use meets the specific requirements of this section and also meets the general regulations as outlined in article VI and meets the eligibility for conditional use permits as specified in article II, division 2. The following uses may be allowed in the A agricultural district by conditional use permit:

Automobile, motorcycle, go-cart or snowmobile race tracks.

Archery range

Cemetery, memorial garden.

Crematorium.

Golf clubhouse, country club, public swimming pool, private swimming pool serving more than one-family, provided that no principal structure shall be located within 25 feet of any lot line of an abutting lot in any of the classes of residence districts.

Offices of persons and home occupations in existing structures when they meet the specific conditions of section 86-50.

Other residential uses of the same general character as listed in subsection (b).

Water supply buildings, reservoirs, wells, elevated tanks and similar essential public utility structures.

- (e) *Height, yard, area and lot width and depth regulations.* Height, yard, area and lot width and depth regulations for the A district are as follows:
- (1) *Height regulations.* No building hereafter erected or altered shall exceed 2½ stories or 30 feet in height.
 - (2) *Front yard regulations.*
 - a. There shall be a front yard having a depth of not less than 25 feet except as otherwise provided in this section.
 - b. There shall be a front yard of not less than 35 feet on a lot or plot that abuts a thoroughfare as shown on the adopted city thoroughfares plan.
 - c. Where a lot is located at the intersection of two or more streets, there shall be a front yard on each street side of each corner lot. No accessory buildings shall project into the front yard of either street.
 - (3) *Side yard regulations.* There shall be a side yard, on each side of a building, each having a width of not less than five feet.
 - (4) *Rear yard regulations.* There shall be a rear yard having a depth of not less than 25 percent of the lot depth.
 - (5) *Lot area regulations.* Every lot on which a single-family dwelling is erected shall contain an area of not less than 22,000 square feet.
 - (6) *Lot width and depth regulations.* Every lot or plot of land on which a single-family dwelling is erected shall have a minimum width of not less than 110 feet at the building setback line, and a minimum depth of not less than 200 feet.
- (f) *General regulations.* Additional regulations in the A agricultural district are set forth in article VI of this chapter.
- (g) *Future annexation.* Any land annexed to the city in the future shall be placed in the A agricultural district until placed in another district by action of the council after recommendation of the planning commission.

(Code 1976, § 11.06; Ord. No. 404 2nd series, § 1, 11-16-1998; Ord. No. 407 2nd series, § 1, 12-21-1998; Ord. No. 590 2nd series, § 1, 2-19-2008; Ord. No. 720 2nd series, § 1, 5-9-2017)

Cross reference— Animals, ch. 14.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Introduction of Ordinance to rezone 1007 Erie Road, REQUEST FOR MAP AMENDMENT (REZONE)
Background Information:	<p>At the November 27, 2018 Council Meeting, Mr. Ty Brouwer presented a proposal for a public archery range to be located at the MERIT Center property. The Council approved this proposal and gave staff directions to proceed in accommodating the archery range. Marshall Community Services Department will be the lead in the entire process.</p> <p>The proposed location is zoned I-2 General Industrial District, which does not permit archery ranges. In fact, in Marshall archery ranges are permitted only in a B-3 General Business District, which most likely was intended for indoor locations only.</p> <p>Staff reviewed various ways for achieving a desired goal. Considering that the intent is for this archery range to become a public park, the decision was made to proceed in this direction. All City parks are zoned A – Agricultural District; however, an archery range are currently not a permitted or conditional use in an A – Agricultural District. In a few cities reviewed by staff, archery ranges are either not listed anywhere or permitted in Floodway Districts only.</p> <p>It seems that a reasonable path to creating a park with an archery range would be a three-step process: 1. Change the Ordinance to add archery ranges as a conditional use in an A – Agricultural District; 2. Rezone a desired area from I-2 General Industrial District to A – Agricultural District to match other city parks; 3. Approve a conditional use permit for an archery range in an A – Agricultural District.</p> <p>Rezoning procedures are described in Section 86-30 Amendments Attached are an aerial photo, proposed archery range layout, and rezoned area extent for your reference.</p> <p>This is the second step of the process outlined above.</p> <p>At the January 9, 2019, Planning Commission meeting, a public hearing was held, and a motion was made by Steen, second by Carstens to recommend approval to City Council to rezone the property as recommended by staff. All voted in favor.</p>
Fiscal Impact:	None.
Alternative/ Variations:	None recommended.
Recommendations:	that the Council introduce the attached ordinance to rezone 1007 Erie Road (the area shown on attached drawings) from I-2 General Industrial District to an A – Agricultural District.

ORDINANCE NUMBER _____, SECOND SERIES

**ORDINANCE AMENDING CHAPTER 86
OF THE CITY CODE RELATING TO ZONING**

The Common Council of the City of Marshall does ordain as follows:

Section 1. Chapter 86 of the City Code and the City of Marshall Zoning Map referred to in Section 86-72, are hereby further amended as follows, to- wit:

**City of Marshall, County of Lyon, State of Minnesota
1007 Erie Road**

is hereby rezoned from I-2 General Industrial District to an A – Agricultural District.

Section 2. Within thirty (30) days after official publication of the Ordinance, the Zoning Administrator of said City is directed to record on the City of Marshall Zoning Map, the changes in zoning resulting from the passage of this ordinance.

Section 3. Except as amended herein, said Chapter 86, as heretofore amended, shall remain in full force and effect.

Section 4. This Ordinance shall take effect from and after its passage and publication.

Passed and adopted by the Common Council this 12th day of February, 2019.

THE COMMON COUNCIL

ATTEST:

Mayor of the City of Marshall, MN

City Clerk

This Instrument Drafted by:
Glenn J. Olson, P.E.
Director of Public Works/City Engineer

Introduced on: January 23, 2019

Final Passage on: February 12, 2019

Published in the Official Newspaper : _____



A		AGRICULTURAL	R-4		HIGHER DENSITY - MULTIPLE FAMILY RESIDENCE	B-3		GENERAL BUSINESS
R-1		ONE FAMILY RESIDENCE	R-5		MANUFACTURED HOME PARK	B-4		SHOPPING CENTER BUSINESS
R-2		ONE TO FOUR FAMILY RESIDENCE	B-1		LIMITED BUSINESS	I-1		LIMITED INDUSTRIAL
R-3		LOW TO MEDIUM DENSITY - MULTIPLE FAMILY RESIDENCE	B-2		CENTRAL BUSINESS	I-2		GENERAL INDUSTRIAL



COMMUNITY PLANNING DEPT.
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258

FIGURE 1

January 8, 2019

EXISTING ZONING MAP WITH PROPOSED REZONING AREA FROM I-2 TO AGRICULTURAL



Proposal Idea





CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Introduction of Ordinance amendment to Section 62-2 Ice and snow and Call for Public Hearing
Background Information:	<p>The City Ordinance regulates snow and ice removal from public sidewalks. It requires owners of adjacent properties to have snow and ice removed within 24 hours and permits the City to have the nuisance abated if the sidewalks are not cleared; the City may then assess the cost if a bill for snow or ice removal is not paid for. However, snow on private streets is not addressed despite it being a health and safety hazard and also the City’s receiving multiple complaints.</p> <p>Staff reviewed the State Statute that gave the City authority to remove the snow from public sidewalks and determined that it also permits a similar procedure on private properties, including private streets. Therefore, the Ordinance section was revised by adding references to “private streets.”</p> <p>Additionally, several changes were made to better reflect the actual process that the City is using in dealing with this problem, for example the option of civil suit was removed. Also, a provision was added that limited owners’ obligations and measures to the ones the City customarily follows.</p> <p>A relevant State Statute is attached.</p> <p>At the meeting on January 18, 2019, Legislative and Ordinance Committee voted to recommend to council the approval of Ordinance amendment to Section 62-2 Ice and snow as recommended by staff.</p>
Fiscal Impact:	All snow and ice removal costs will be billed and, if not paid, assessed.
Alternative/ Variations:	None recommended.
Recommendations:	Staff recommends, based on L&O Committee input, that the Council introduce the Ordinance amendment to Section 62-2 Ice and snow and call for Public Hearing to be held on February 12, 2019.

**CITY OF MARSHALL, MINNESOTA
SUMMARY OF
ORDINANCE NO. _____, SECOND SERIES
FOR PUBLICATION**

**AN ORDINANCE AMENDING
MARSHALL CITY CODE OF ORDINANCES**

The Common Council of the City of Marshall does ordain as follows:

Section 1: City Code of Ordinances, Chapter 86, Sec. 62-2 Ice and Snow is hereby amended in their entirety to read as follows.

Sec. 62-2. - Ice and snow on public sidewalks and private streets.

- (a) *Declared a hazard* . All snow and ice remaining upon public sidewalks or private streets is hereby declared to constitute a public health and safety hazard and shall be abated by the owner of the abutting or surrounding, respectively, private property within 12 hours after such snow and ice has ceased to be deposited. This requirement shall not impose obligations on owners greater than those followed by the City of Marshall for snow and ice removal on city streets and sidewalks on City owned properties.
- (b) *City to remove*. The city may cause to be removed, or otherwise abated, from all public sidewalks and private streets, beginning 24 hours after snow or ice has ceased to fall, all snow and ice which may be discovered thereon, and it shall keep a record of the cost of such removal, or abatement, and the private property adjacent to, or surrounded by, which such accumulations were found and removed or otherwise abated.
- (c) *Cost of removal*. The cost of snow or ice removal or abatement done in accordance with subsection (b) of this section shall be billed to the owner of the abutting or surrounding property. If such bill is not paid within 30 days, the city administrator shall, upon direction of the council after public hearing, and on receipt of the information provided for in subsection (b) of this section, extend the cost of such removal or abatement of snow or ice as a special assessment against the property abutting public sidewalks, or surrounding private streets, which were cleared. Such special assessments shall, at the time of certifying taxes to the county auditor, be certified for collection as other special assessments are certified and collected in accordance with applicable State Statutes.
- (d) *Placing snow or ice in public street, walks or on other city property*. It is a misdemeanor for any person, not acting under a specific contract with the city, to remove snow from private property or alleys and place the snow on a public street or walks in such quantity, or in such manner, as to cause a hazard to travel, without adequate arrangements for the immediate removal of the snow. It is also a misdemeanor for any person not acting under a contract with the city to dump snow on other city property.

Section 2: This Ordinance shall take effect after its passage and summary publication.

Passed and adopted by the Common Council this 12th day of February, 2019.

THE COMMON COUNCIL

ATTEST:

Mayor of the City of Marshall, MN

City Clerk

Introduced on: January 23, 2019

Final Passage on: February 12, 2019

Published in the Marshall Independent: _____

Sec. 62-2. - Ice and snow on public sidewalks and private streets.

- (a) *Declared a hazard nuisance*. All snow and ice remaining upon public sidewalks or private streets is hereby declared to constitute a public health and safety hazard nuisance and shall be abated by the owner or tenant of the abutting or surrounding, respectively, private property within 12 hours after such snow and ice has ceased to be deposited. This requirement shall not impose obligations on owners greater than those followed by the City of Marshall for snow and ice removal on city streets and sidewalks on City owned properties.
- (b) *City to remove*. The city may cause to be removed, or otherwise abated, from all public sidewalks and private streets, beginning 24 hours after snow or ice has ceased to fall, all snow and ice which may be discovered thereon, and it shall keep a record of the cost of such removal, or abatement, and the private property adjacent to, or surrounded by, which such accumulations were found and removed or otherwise abated.
- (c) *Cost of removal ~~to be assessed~~*. The cost of snow or ice removal or abatement done in accordance with subsection (b) of this section shall be billed to the owner of the abutting or surrounding property. If such bill is not paid within 30 days, ~~The~~ city administrator shall, upon direction of the council after public hearing, and on receipt of the information provided for in subsection (b) of this section, extend the cost of such removal or abatement of snow or ice as a special assessment against the property lots or parcels of ground abutting on public sidewalks, or surrounding private streets, which were cleared, and ~~Such~~ special assessments shall, at the time of certifying taxes to the county auditor, be certified for collection as other special assessments are certified and collected in accordance with applicable State Statutes.
- ~~(d) *Civil suit for cost of removal*. The city administrator shall, in the alternative, upon direction of the council, bring suit in a court of competent jurisdiction to recover from the persons owning land adjacent to which sidewalks were cleared, as provided in subsection (b) of this section, the cost of such clearing and the cost and disbursements of a civil action therefor.~~
- ~~(e) *City administrator to report sidewalks cleared*. The city administrator shall present to the council at its first meeting after snow or ice has been cleared from the sidewalks, as provided in subsection (b) of this section, the report of the city thereon, and shall request the council to determine by resolution the manner of collection to be used as provided in subsections (c) and (d) of this section.~~
- ~~(d) *Placing snow or ice in public street, walks or on other city property*. It is a misdemeanor for any person, not acting under a specific contract with the city, to remove snow from private property or alleys and place the snow on a public street or walks in such quantity, or in such manner, as to cause a hazard to travel, without adequate arrangements for the immediate removal of the snow. It is also a misdemeanor for any person not acting under a contract with the city to dump snow on other city property.~~

(Code 1976, § 7.04)

State Law reference— Special assessments for snow, and ice, and public health or safety hazards removal, Minn. Stat. § 429.101.

Office of the Revisor of Statutes

2018 Minnesota Statutes MUNICIPAL FINANCE, TAXATION, SPECIAL ASSESSMENTS Chapter 429 Section 429.101

429.10

429.11

2018 Minnesota Statutes

Authenticate 

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. Ordinances.

(a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

- (1) snow, ice, or rubbish removal from sidewalks;
- (2) weed elimination from streets or private property;
- (3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections [463.15](#) to [463.26](#);
- (4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;
- (5) the trimming and care of trees and the removal of unsound trees from any street;
- (6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;
- (7) the operation of a street lighting system;
- (8) the operation and maintenance of a fire protection or a pedestrian skyway system;
- (9) inspections relating to a municipal housing maintenance code violation;
- (10) the recovery of any disbursements under section [504B.445, subdivision 4](#), clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section [504B.445, subdivision 4](#), clause (2); or
- (11) [Repealed, 2004 c 275 s 5]
- (12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section [216C.436](#) or [216C.437](#) has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. Procedure for assessment.

Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections [429.061](#), [429.071](#), and [429.081](#) shall apply to assessments made under this section.

Subd. 3. Issuance of obligations.

(a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section [429.091](#) shall apply to such obligations with the following modifications:

- (1) such obligations shall be payable not more than two years from the date of issuance;
- (2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;
- (3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History:

[1953 c 398 s 10](#); [1955 c 811 s 6](#); [1963 c 771 s 5](#); [1965 c 323 s 2](#); [1973 c 337 s 1](#); [1974 c 340 s 1,2](#); [1984 c 548 s 7](#); [1984 c 582 s 7](#); [1984 c 591 s 6](#); [1984 c 633 s 5](#); [1986 c 444](#); [1Sp2003 c 21 art 11 s 29](#); [2004 c 275 s 2](#); [2008 c 366 art 6 s 42](#); [2010 c 216 s 22](#); [2013 c 85 art 8 s 6](#); [2018 c 155 s 36](#)

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[2018 Subd. 1 Amended 2018 c 155 s 36](#)
[2013 Subd. 2 Amended 2013 c 85 art 8 s 6](#)
[2010 Subd. 1 Amended 2010 c 216 s 22](#)
[2008 Subd. 1 Amended 2008 c 366 art 6 s 42](#)
[2004 Subd. 1 Amended 2004 c 275 s 2](#)
[2003 Subd. 1 Amended 2003 c 21 art 11 s 29](#)



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Project Y62: TH 23 and Saratoga Street Intersection Improvements – Consider Change Order No.11 Consider Final Pay Request #11.
Background Information:	<p>The construction contract for City of Marshall Project Y62 was awarded to the Robert R. Schroeder Construction Co. of Glenwood, Minnesota. The original construction contract pursuant to bid, was in the amount of \$4,898,698.46. Change orders 1, 2 and 3 have previously been approved in the additional amount of \$31,600. Total approved bid to date for the construction project totals \$4,930,150.48. The project has been completed. The as-built unit prices resulting from the end of the construction project came in under budget and are in the amount of \$4,821,063.50. Of the final amount due, prior payment requests 1-10 have been paid to contractor in the amount of \$4,717,858.37. The total amount due to the contractor is \$103,205.13.</p> <p>While the construction project came in under budget, the project was not completed on time pursuant to the terms of the contract. Contract calls for liquidated damages in the amount of \$1,500 per day for each day that the contract is not completed on time.</p> <p>The contractor was requesting payment in the full amount of \$103,205.13. During the construction project, the City eliminated an underground sprinkler system. The contractor was requesting profit off of the sprinkler system not installed. Sprinkler system would have resulted in approximately \$31,600 worth of profit to the contractor. Contractor was requesting \$134,805.13 for final payment. The City sought to impose liquidated damages in the amount of \$54,750. (36 ½ days late)</p> <p>There were ongoing settlement discussions between City Attorney and contractor. It was finally agreed that sprinkler system profits would not be paid and further the parties agreed to 28 days' worth of liquidated damages totaling \$42,000. Therefore, Change Order No. 4 seeks a reduction in the final payment due to contractor in the amount of \$42,000. Final pay request as approved would be in the amount of \$61,205.13. Final amount earned by the contractor is therefore \$4,779,063.50. Contract came in under budget by 2.24%.</p> <p>Consulting engineer has verified that lien waivers and IC-134's have been provided.</p>
Fiscal Impact:	<p>Change Order No. 4 results in a contract decrease in the amount of \$42,000.</p> <p>The final pay order results in final payment to contractor in the amount of \$61,205.13. Final payment to contractor results in 2.24% savings over the original budget resulting in the contract payments being \$109,086.98 less than the contract amount.</p>
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	That the Council approve Change Order No. 4 to Robert R. Schroeder Construction Co. of Glenwood, Minnesota resulting in a contract decrease in the amount of \$42,000 for the ab

	referenced project. That the Council approve final pay to Robert R. Schroeder Construction Co. of Glenwood, Minnesota in the amount of \$61,205.13. Final pay results in contract savings in the amount of \$109,086.98.
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Building a Better World
for All of Us®

CHANGE ORDER

City of Marshall, Minnesota

January 11, 2019

OWNER

DATE

SP 4207-55 / SAP 139-111-005 / CP Y62

Four

OWNER'S PROJECT NO.

CHANGE ORDER NO.

TH 23 and Saratoga Street Intersection Improvements

MARSH 126177 71.50

PROJECT DESCRIPTION

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

This Change Order is for 28 days of liquidated damages at \$1,500 per day for a total of \$42,000, which is reduction off of the \$103,205.13 final payment due, resulting in a final payment due of \$61,205.13.

Purpose of Change Order:

Per a negotiated settlement between Contractor and Owner's attorney.

Basis of Cost: Actual Estimated

Attachments (list supporting documents)

N/A

Contract Status

Original Contract

Time

Cost

\$4,898,698.46

Net Change Prior C.O.'s One to Three

\$31,452.02

Change this C.O.

(\$42,000.00)

Revised Contract

\$4,888,150.48

Recommended for Approval: **Short Elliott Hendrickson Inc.** by

Christopher M. Cavett, PE (Lic. MN)

Agreed to by Contractor:

Approved for Owner:

BY Robert R Schroeder Construction Co., Inc.

BY City of Marshall, Minnesota

TITLE

TITLE

Distribution Contractor 1 Owner 1 Project Representative 1

SEH Office 1

p:\ko\m\marsh\126177\71-const-srvices\71-const-mgmt\50-chg-ordrs\co#4.docx

SP 4207-55 / SAP 139-111-005	Minn. Proj. No. ()	CO No. Four
Project Location: Marshall, Minnesota		
Local Agency: City of Marshall, Minnesota	Local Project No. CP Y62 / MARSH 126117	
Contractor: Robert R. Schroeder Construction Co., Inc.	Contract No.	
Address/City/State/Zip: 23948 North Lakeshore Drive, Glenwood, MN 56334		
Total Change Order Amount \$ (42,000.00)		

In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the work as altered by the following provisions:

Per a negotiated settlement between Contractor and Owner's attorney, this Change Order is for 28 days of liquidated damages at \$1,500 per day for a total of \$42,000, which is reduction off of the \$103,205.13 final payment due, resulting in a final payment due of \$61,205.13.

Approved by Project Engineer:  Date: January 11, 2019
 Print Name: Christopher M. Cavett, PE Phone: 507.237.8381

Approved by Contractor: _____ Date: _____
 Print Name: _____ Phone: _____

Distribution: Project Engineer (Original), Contractor (copy), DSAE (copy for **funding review**)

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for **FUNDING PURPOSES ONLY** and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: Federal Funding State Aid Funding Local funds

District State Aid Engineer: _____ Date: _____



Application for Payment
(Unit Price Contract)
No. Eleven (FINAL)

Eng. Project No.: MARSH 126177

Location: Marshall, Minnesota

Contractor	<u>Robert R. Schroeder Construction Co., Inc.</u>	Contract Date	<u>April 14, 2015</u>
	<u>23948 North Lakeshore Drive</u>		
	<u>Glenwood, MN 56334</u>	Contract Amount	<u>\$ 4,898,698.46</u>

Contract for TH 23 and Saratoga Street Intersection Improvements

Application Date	<u>January 11, 2019</u>	For Period Ending	<u>January 10, 2019</u>
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Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
SCHEDULE A - ROADWAY, STORM SEWER, LIGHTING, LANDSCAPING						
2021.501	MOBILIZATION	LS	1.0	1.0	\$318,519.00	\$318,519.00
2101.511	CLEARING & GRUBBING	LS	1.0	1.0	\$5,000.00	\$5,000.00
2104.501	REMOVE CONCRETE CURB	LIN FT	768.0	768.0	\$3.75	\$2,880.00
2104.501	REMOVE PIPE SEWER (STORM)	LIN FT	82.0	82.0	\$9.00	\$738.00
2104.503	REMOVE CONCRETE WALK	SQ FT	817.0	817.0	\$1.00	\$817.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	11,139.0	11,139.0	\$2.90	\$32,303.10
2104.505	REMOVE CONCRETE PAVEMENT	SQ YD	1,850.0	1,850.0	\$6.00	\$11,100.00
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	3.0	3.0	\$275.00	\$825.00
2104.509	REMOVE LIGHTING UNIT	EACH	2.0	1.0	\$1,000.00	\$1,000.00
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	2,563.0	2,600.0	\$3.75	\$9,750.00
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	708.0	708.0	\$1.55	\$1,097.40
2104.523	SALVAGE SIGN, TYPE C	EACH	23.0	20.0	\$72.00	\$1,440.00
2104.604	SALVAGE LANDSCAPE ROCK	SQ YD	32.0	0.0	\$10.00	\$0.00
2105.501	COMMON EXCAVATION (P)	CU YD	19,786.0	19,786.0	\$6.75	\$133,555.50
2105.522	SELECT GRANULAR BORROW	CU YD	3,636.0	3,636.0	\$15.25	\$55,449.00
2105.604	SOIL STABILIZATION GEOGRID (P)	SQ YD	8,678.0	8,678.0	\$2.50	\$21,695.00
2130.501	WATER	M GAL	20.0	10.0	\$200.00	\$2,000.00
2211.503	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	5,180.0	5,180.0	\$22.00	\$113,960.00
2232.501	MILL BITUMINOUS SURFACE (2.0")	SQ YD	820.0	820.0	\$14.00	\$11,480.00
2301.504	CONCRETE PAVEMENT 8.5"	SQ YD	6,757.0	6,757.0	\$57.40	\$387,851.80
2301.508	SUPPLEMENTAL PAVEMENT	LB	100.0	100.0	\$1.40	\$140.00
2301.538	DOWEL BAR	EACH	3,230.0	3,200.0	\$8.15	\$26,080.00
2301.602	DRILL & GROUT DOWEL BAR (EPOXY COATED)	EACH	43.0	35.0	\$11.25	\$393.75
2301.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	1,184.0	1,184.0	\$6.90	\$8,169.60
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1,025.0	1,000.0	\$4.00	\$4,000.00
2360.501	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	366.0	372.0	\$95.00	\$35,340.00
2360.501	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	2,067.0	2,022.0	\$90.00	\$181,980.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	1,005.0	1,050.0	\$86.00	\$90,300.00
2404.618	SANDBLAST (SPECIAL)	SQ FT	96.0	0.0	\$100.00	\$0.00
2411.618	MODULAR BLOCK RETAINING WALL	SQ FT	169.0	180.9	\$50.00	\$9,045.00
2501.511	15" RC PIPE CULVERT	LIN FT	112.0	100.0	\$37.00	\$3,700.00
2501.515	15" RC PIPE APRON	EACH	2.0	2.0	\$640.00	\$1,280.00
2502.521	6" PE PIPE DRAIN (SMOOTH)	LIN FT	117.0	0.0	\$17.00	\$0.00
2502.521	12" PE PIPE DRAIN (SMOOTH)	LIN FT	997.0	997.0	\$26.00	\$25,922.00
2502.541	4" PERF PVC PIPE DRAIN	LIN FT	3,764.0	3,764.0	\$8.00	\$30,112.00
2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	10.0	10.0	\$365.00	\$3,650.00
2503.541	12" PVC PIPE DRAIN	LIN FT	41.0	30.0	\$52.00	\$1,560.00
2503.541	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	775.0	765.0	\$35.00	\$26,775.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	5.0	5.0	\$400.00	\$2,000.00
2504.601	IRRIGATION SYSTEM	LS	1.0	0.0	\$36,800.00	\$0.00
2504.602	WATER SERVICE SYSTEM (2")	EACH	1.0	1.5	\$4,000.00	\$6,000.00
2504.604	4" POLYSTYRENE INSULATION	SQ YD	18.0	0.5	\$30.00	\$15.00
2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	LIN FT	17.8	17.8	\$315.00	\$5,607.00
2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LIN FT	12.9	12.9	\$185.00	\$2,386.50
2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	LIN FT	8.1	8.1	\$240.00	\$1,944.00
2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	92.5	92.5	\$325.00	\$30,062.50
2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	14.3	14.3	\$475.00	\$6,792.50
2506.516	CASTING ASSEMBLY	EACH	30.0	29.0	\$540.00	\$15,660.00
2506.522	ADJUST FRAME & RING CASTING	EACH	3.0	1.0	\$200.00	\$200.00
2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	4.0	4.0	\$500.00	\$2,000.00
2521.501	4" CONCRETE WALK	SQ FT	5,982.0	5,900.0	\$5.40	\$31,860.00
2521.501	6" CONCRETE WALK	SQ FT	2,060.0	2,240.0	\$7.50	\$16,800.00
2531.501	CONCRETE CURB & GUTTER DESIGN B424	LIN FT	1,478.0	1,450.0	\$24.15	\$35,017.50
2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	4,782.0	4,750.0	\$14.50	\$68,875.00
2531.502	CONCRETE CURB DESIGN B4	LIN FT	43.0	43.0	\$6.95	\$298.85
2531.502	CONCRETE CURB DESIGN B6	LIN FT	61.0	61.0	\$9.25	\$564.25
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	40.0	46.0	\$70.00	\$3,220.00
2531.618	TRUNCATED DOMES	SQ FT	245.0	240.0	\$60.00	\$14,400.00
2533.506	PORTABLE PRECAST CONC BARRIER DES 8337	LIN FT	3,880.0	3,930.0	\$18.00	\$70,740.00
2533.508	RELOCATE PORT PRECAST CONC BAR DES 8337	LIN FT	2,415.0	2,415.0	\$5.00	\$12,075.00
2540.602	INFORMATION SIGN SPECIAL	EACH	2.0	2.0	\$5,000.00	\$10,000.00
2540.602	ENTRANCE MONUMENT	EACH	1.0	1.0	\$18,000.00	\$18,000.00
2540.603	LANDSCAPE EDGER	LIN FT	1,000.0	1,000.0	\$13.00	\$13,000.00
2545.511	LIGHTING UNIT TYPE SPECIAL	EACH	5.0	5.0	\$2,300.00	\$11,500.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2545.511	LIGHTING UNIT TYPE SPECIAL 1	EACH	4.0	4.0	\$1,900.00	\$7,600.00
2545.511	LIGHTING UNIT TYPE SPECIAL 2	EACH	4.0	4.0	\$2,300.00	\$9,200.00
2545.511	LIGHTING UNIT TYPE SPECIAL 3	EACH	3.0	3.0	\$2,500.00	\$7,500.00
2545.523	2" NON-METALLIC CONDUIT	LIN FT	2,500.0	2,500.0	\$4.00	\$10,000.00
2545.523	2" NON-METALLIC CONDUIT (DIRECTIONAL BORE)	LIN FT	375.0	375.0	\$20.00	\$7,500.00
2545.531	UNDRGRND WIRE 1 COND NO 1/0	LIN FT	180.0	260.0	\$4.00	\$1,040.00
2545.531	UNDRGRND WIRE 1 COND NO 8	LIN FT	9,250.0	7,400.0	\$1.00	\$7,400.00
2545.531	UNDRGRND WIRE 1 COND NO 10	LIN FT	750.0	600.0	\$0.80	\$480.00
2545.531	UNDRGRND WIRE 1 COND NO 12	LIN FT	1,800.0	1,440.0	\$0.50	\$720.00
2545.541	SERVICE CABINET	EACH	1.0	1.0	\$4,250.00	\$4,250.00
2545.544	SERVICE EQUIPMENT	EACH	1.0	1.0	\$2,200.00	\$2,200.00
2545.545	EQUIPMENT PAD	EACH	1.0	1.0	\$1,000.00	\$1,000.00
2545.553	HANDHOLE	EACH	10.0	10.0	\$500.00	\$5,000.00
2545.603	#6 ALUMINUM TRIPLEX	LIN FT	3,200.0	3,200.0	\$1.50	\$4,800.00
2554.602	IMPACT ATTENUATOR BARRELS	EACH	32.0	32.0	\$225.00	\$7,200.00
2554.602	RELOCATE IMPACT ATTENUATOR BARRELS	EACH	32.0	32.0	\$65.00	\$2,080.00
2557.603	FENCE DESIGN SPECIAL	LIN FT	175.0	175.0	\$240.00	\$42,000.00
2563.601	TRAFFIC CONTROL	LS	1.0	1.0	\$19,500.00	\$19,500.00
2564.531	SIGN PANELS TYPE C	SQ FT	223.1	223.1	\$36.43	\$8,127.53
2564.537	INSTALL SIGN TYPE C	EACH	14.0	14.0	\$210.02	\$2,940.28
2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYS	2.0	2.0	\$5,000.00	\$10,000.00
2571.501	CONIFEROUS TREE 6' HT B&B	TREE	9.0	9.0	\$400.00	\$3,600.00
2571.502	DECIDUOUS TREE 2.5" CAL B&B	TREE	87.0	87.0	\$500.00	\$43,500.00
2571.502	DECIDUOUS TREE 6' HT B&B	TREE	6.0	6.0	\$400.00	\$2,400.00
2571.503	ORNAMENTAL TREE 2" CAL B&B	TREE	7.0	4.0	\$400.00	\$1,600.00
2571.503	ORNAMENTAL TREE 6' HT B&B	TREE	3.0	3.0	\$400.00	\$1,200.00
2571.505	DECIDUOUS SHRUB NO 5 CONT	SHRUB	189.0	189.0	\$55.00	\$10,395.00
2571.507	PERENNIAL NO 1 CONT	PLANT	290.0	290.0	\$30.00	\$8,700.00
2572.503	WATER	GAL	350,000.0	30,000.0	\$0.04	\$1,200.00
2573.502	SILT FENCE, TYPE PA	LIN FT	1,738.0	1,314.0	\$2.85	\$3,744.90
2573.53	STORM DRAIN INLET PROTECTION	EACH	37.0	31.0	\$150.00	\$4,650.00
2573.533	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	170.0	40.0	\$4.50	\$180.00
2573.535	STABILIZED CONSTRUCTION EXIT	LS	1.0	0.0	\$2,000.00	\$0.00
2574.601	PLANTING SOIL MIX	CU YD	215.0	172.0	\$60.00	\$10,320.00
2575.513	MULCH MATERIAL TYPE 9	CU YD	3.0	3.0	\$175.00	\$525.00
2575.525	TURF REINFORCEMENT MAT CATEGORY 1	SQ YD	22.0	22.0	\$18.00	\$396.00
2575.571	RAPID STABILIZATION METHOD 3	M GAL	15.0	15.0	\$495.00	\$7,425.00
2575.605	TURF ESTABLISHMENT 1	ACRE	2.6	2.6	\$8,750.00	\$22,750.00
2575.605	TURF ESTABLISHMENT 2	ACRE	1.3	1.3	\$14,200.00	\$18,460.00
2575.605	TURF ESTABLISHMENT 3	ACRE	0.6	0.6	\$15,500.00	\$9,300.00
2581.501	REMOVABLE PREFORM PAVEMENT	LIN FT	10,598.0	11,296.0	\$1.15	\$12,990.40
2581.603	REMOVABLE PREFORMED PLASTIC MASK (BLACK)	LIN FT	240.0	240.0	\$2.20	\$528.00
2582.501	PAVT MSSG (LT ARROW) POLY PREF	EACH	17.0	11.0	\$525.00	\$5,775.00
2582.501	PAVT MSSG (RT ARROW) POLY PREF	EACH	5.0	10.0	\$525.00	\$5,250.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2582.501	PAVT MSSG (THRU ARROW) POLY PREF	EACH	9.0	4.0	\$525.00	\$2,100.00
2582.501	PAVT MSSG (LT-THRU ARROW)	EACH	1.0	2.0	\$1,050.00	\$2,100.00
2582.502	24" SOLID LINE WHITE-POLY PREF-GR IN	LIN FT	179.0	179.0	\$25.95	\$4,645.05
2582.503	CROSSWALK MARKING - POLY PREFORM - GR IN	SQ FT	925.0	925.0	\$14.85	\$13,736.25
2582.603	6" SOLID LINE WHITE-EPOXY (WR)	LIN FT	14,300.0	7,026.0	\$0.92	\$6,463.92
2582.603	8" SOLID LINE WHITE-EPOXY (WR)	LIN FT	1,200.0	1,271.0	\$2.70	\$3,431.70
2582.603	24" SOLID LINE WHITE-EPOXY (WR)	LIN FT	135.0	60.0	\$11.75	\$705.00
2582.603	4" BROKEN LINE WHITE-EPOXY (WR)	LIN FT	1,160.0	740.0	\$0.92	\$680.80
2582.603	4" DOTTED LINE WHITE-EPOXY (WR)	LIN FT	120.0	576.0	\$3.50	\$2,016.00
2582.603	4" SOLID LINE YELLOW-EPOXY (WR)	LIN FT	6,535.0	4,160.0	\$0.70	\$2,912.00
2582.603	24" SOLID LINE YELLOW-EPOXY (WR)	LIN FT	258.0	189.0	\$9.80	\$1,852.20
2582.603	4" DOUBLE SOLID LINE YELLOW-EPOXY (WR)	LIN FT	3,140.0	2,871.0	\$1.40	\$4,019.40
2582.618	PAVEMENT MARKING SPECIAL	SQ FT	20.0	20.0	\$50.00	\$1,000.00
SUBTOTAL SCHEDULE A						\$2,320,015.68
SCHEDULE B - PEDESTRIAN BRIDGE 42016						
2401.501	STRUCTURAL CONCRETE (1A43)	CU YD	226.0	226.0	\$325.00	\$73,450.00
2401.501	STRUCTURAL CONCRETE (3Y43)	CU YD	359.0	359.0	\$600.00	\$215,400.00
2401.512	BRIDGE SLAB CONCRETE (3Y33)	SQ FT	9,483.0	9,483.0	\$20.00	\$189,660.00
2401.513	TYPE CURB RAILING CONCRETE (3Y46)	LIN FT	1,316.0	1,316.0	\$42.00	\$55,272.00
2401.541	REINFORCEMENT BARS	LB	21,520.0	21,520.0	\$1.10	\$23,672.00
2401.541	REINFORCEMENT BARS (EPOXY)	LB	130,730.0	130,730.0	\$1.20	\$156,876.00
2401.601	STRUCTURE EXCAVATION	LS	1.0	1.0	\$25,000.00	\$25,000.00
2402.521	STRUCTURAL STEEL (3306)	LB	120.0	120.0	\$4.00	\$480.00
2402.583	ORNAMENTAL METAL RAILING (TYPE SPECIAL)	LIN FT	1,354.0	1,354.0	\$180.00	\$243,720.00
2402.591	EXPANSION JOINT DEVICES TYPE 4	LIN FT	42.0	42.0	\$225.00	\$9,450.00
2402.591	EXPANSION JOINT DEVICES TYPE 5	LIN FT	14.0	14.0	\$225.00	\$3,150.00
2402.595	BEARING ASSEMBLY	EACH	28.0	28.0	\$900.00	\$25,200.00
2402.601	PEDESTRIAN BRIDGE (SUPERSTRUCTURE)	SUM	1.0	1.0	\$800,000.00	\$800,000.00
2402.602	ENTRY ARCH	EACH	2.0	2.0	\$10,000.00	\$20,000.00
2402.603	AESTHETIC GRILLAGE	LIN FT	184.0	184.0	\$275.00	\$50,600.00
2405.502	PRESTRESSED CONCRETE BEAMS MN45	LIN FT	1,314.0	1,314.0	\$250.00	\$328,500.00
2405.511	DIAPHRAGMS FOR TYPE MN45 PRESTRESSED BEAMS	LIN FT	200.0	200.0	\$65.00	\$13,000.00
2406.553	BRIDGE APPROACH PANELS	SQ YD	23.0	23.0	\$200.00	\$4,600.00
2411.618	ANTI-GRAFFITI COATING	SQ FT	4,594.0	4,594.0	\$1.75	\$8,039.50
2411.618	ARCHITECTURAL SURFACE FINISH (MULTI COLOR)	SQ FT	2,766.0	2,766.0	\$4.25	\$11,755.50
2411.618	ARCHITECTURAL CONCRETE TEXTURE (LIMESTONE)	SQ FT	2,766.0	2,766.0	\$15.00	\$41,490.00
2452.507	C-I-P CONC. PILING DELIVERED 12"	LIN FT	2,700.0	2,304.0	\$25.00	\$57,600.00
2452.508	C-I-P CONCRETE PILING DRIVEN 12"	LIN FT	2,700.0	2,170.2	\$4.00	\$8,680.80
2452.519	C-I-P CONC TEST PILE 70 FT x 12"	EACH	9.0	9.0	\$7,000.00	\$63,000.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2452.528	PILE ANALYSIS	EACH	9.0	4.0	\$2,500.00	\$10,000.00
2502.502	DRAINAGE SYSTEM TYPE (B910)	LS	1.0	1.0	\$1,000.00	\$1,000.00
2545.509	CONDUIT SYSTEM (LIGHTING)	LS	1.0	1.0	\$30,000.00	\$30,000.00
SUBTOTAL SCHEDULE B						\$2,469,595.80
SUBTOTAL AMOUNT EARNED (UNIT ITEMS)						\$4,789,611.48
CHANGE ORDERS						
SP2014	CO #1 - EMERGENCY SIGNING / TRAFFIC CONTROL	LS	1.0	1.0	\$18,180.00	\$18,180.00
SP2014	CO #2 - ADDITIONAL TRAFFIC CONTROL THROUGH BRIDGE CONTRACT	LS	1.0	1.0	\$8,236.13	\$8,236.13
SP2014	CO #3 - SPEC SIGN, PAVEMENT MARKING REMOVAL, & ADD. TH23 DETOUR (LANE NARROW AT HWY 7 INTER.)	LS	1.0	1.0	\$5,035.89	\$5,035.89
SUBTOTAL AMOUNT CHANGE ORDERS 1-3						\$31,452.02
LIQUIDATED DAMAGES						
	CO #4 - As proposed in letter from City Attorney dated January 10, 2019.	Days		(28.0)	\$1,500.00	(\$42,000.00)
SUBTOTAL AMOUNT LIQUIDATED DAMAGES						(\$42,000.00)
GROSS AMOUNT DUE						\$4,779,063.50

Application for Payment (continued)

Original Contract Amount	<u>\$4,898,698.46</u>	Total Amount Earned	\$ <u>4,789,611.48</u>
Amended Contract Amount	<u>\$4,930,150.48</u>		
		Material Suitably Stored on Site, Not Incorporated into Work	\$ <u>0.00</u>
Contract Change Order No. 1	<u>\$18,180.00</u>	Percent Complete <u>100%</u>	\$ <u>18,180.00</u>
Contract Change Order No. 2	<u>\$8,236.13</u>	Percent Complete <u>100%</u>	\$ <u>8,236.13</u>
Contract Change Order No. 3	<u>\$5,035.89</u>	Percent Complete <u>100%</u>	\$ <u>5,035.89</u>
Contract Change Order No. 4	<u>(\$42,000.00)</u>	Failure to meet Substantial Completion	\$ <u>(42,000.00)</u>
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>4,779,063.50</u>
AFP No. 1: <u>\$160,245.56</u>	AFP No. 6: <u>\$770,188.71</u>	LESS <u>0</u> % RETAINAGE	\$ <u>0.00</u>
AFP No. 2: <u>\$295,360.18</u>	AFP No. 7: <u>\$354,592.19</u>	AMOUNT DUE TO DATE	\$ <u>4,779,063.50</u>
AFP No. 3: <u>\$619,479.26</u>	AFP No. 8: <u>\$166,003.18</u>	LESS PREVIOUS APPLICATIONS	\$ <u>4,717,858.37</u>
AFP No. 4: <u>\$998,222.31</u>	AFP No. 9: <u>\$142,695.77</u>	AMOUNT DUE THIS APPLICATION	\$ <u>61,205.13</u>
AFP No. 5: <u>\$1,154,608.12</u>	AFP No. 10: <u>\$56,463.09</u>		

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, **TH 23 and Saratoga Street Intersection Improvements, Marshall, Minnesota**, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date _____, 20____ Robert R. Schroeder Construction Co., Inc.
(Contractor)

COUNTY OF _____)
STATE OF _____) SS By _____
(Name and Title)

Before me on this _____ day of _____, 20____, personally appeared _____ known to be, who being duly sworn did depose and say that he is the _____ (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires _____
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.


By Christopher M. Cavett, PE
Date January 11, 2019

City of Marshall, Minnesota

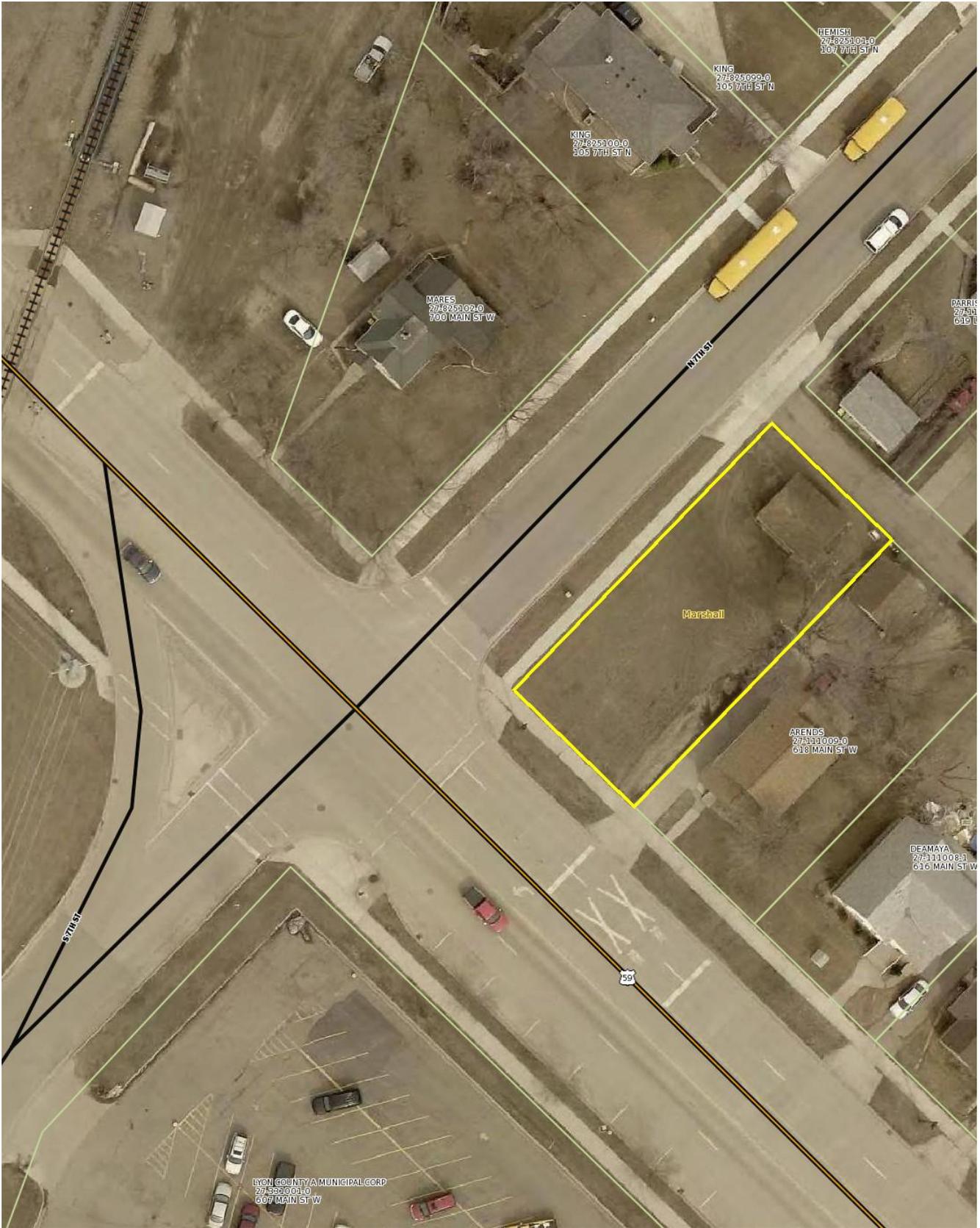
By _____
Date _____



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Special Assessments on Tax Forfeited Property Located at 620 W Main Street
Background Information:	On May 16, 2018 the bare lot located at 620 W Main Street, Marshall, MN forfeited to the State of Minnesota. Along with unpaid taxes are \$19,234.52 of unpaid City special assessments for this property. Minnesota State Statue 429.071 subd. 4 gives the municipality the authority to reassess any unpaid assessments that were canceled because of forfeiture.
Fiscal Impact:	\$19,234.52
Alternative/ Variations:	To reassess the unpaid special assessments of \$19,234.52 for the tax forfeited property located at 620 W Main Street, Marshall, MN when returned to private ownership.
Recommendations:	To not reassess the unpaid assessments of \$19,234.52 for the tax forfeited property located at 620 W Main Street when returned to private ownership.

Address	FUND	YEAR	Project	Parcel	Status	Ending Balance
620 W Main Street	101	2017	Snow	27-111010-0	Forf	101.38
620 W Main Street	101	2014	Tree Removal	27-111010-0	Forf	10,196.61
620 W Main Street	371	2012	Z00	27-111010-0	Forf	7,117.76
620 W Main Street	495	2007	Y03	27-111010-0	Forf	1,509.76
620 W Main Street	495	2005	003	27-111010-0	Forf	185.33
620 MAIN ST W	630	2016	Surf Wat	27-111010-0	Forf	41.02
620 MAIN ST W	630	2017	SWMF	27-111010-0	Forf	59.28
620 W Main Street	630	2014	Surf Wat	27-111010-0	Forf	23.38
						19,234.52





CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Phase-1 Wastewater Treatment Improvements – Approve Plans & Specifications and Authorize Advertisement for Bids.
Background Information:	<p>At the January 8, 2019, the City’s consultant, Bolton & Menk, Inc., presented the project to the City Council.</p> <p>The plans and specifications have been prepared by Bolton & Menk, Inc. and are recommending Council authorization to advertise for bids. The bid opening is anticipated on February 28, 2019 with Council award on March 12, 2019.</p>
Fiscal Impact:	The estimated construction cost is \$9,485,000, plus \$500,000 for design services (currently under contract), plus \$600,000 estimated for construction inspection (not currently under contract), for a total of \$10,585,000. This project is intended to be financed with a Public Facilities Authority low interest loan through the State of Minnesota.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council approve the plans and specifications and authorize advertisement for bids for the above-referenced project.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Marshall Hotel – Consider Authorization to Request for Proposals for Removal of Hazardous Materials and Miscellaneous Debris.
Background Information:	<p>The project includes the removal and disposal of all hazardous building materials and miscellaneous debris within the Marshall Hotel located at 326 West Main Street.</p> <p>The removal and disposal of all hazardous materials and miscellaneous debris is necessary whether the Marshall Hotel is renovated or demolished.</p> <p>The RFP is attached and includes a project site map and the Asbestos Inspection Report and laboratory results as prepared by Advanced Health, Safety and Security of Balaton, Minnesota.</p> <p>RFPs are to be received on February 19, 2019 with anticipated award on February 26, 2019 and project completion within 60 days after issuance of the Notice to Proceed.</p>
Fiscal Impact:	None at this time.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize request for proposals for the above-referenced project.



*Office of the
Director of Public Works/City Engineer
344 West Main Street
Marshall, MN 56258
507-537-6773
Fax: 507-537-6830*

***CITY OF
MARSHALL, MINNESOTA***

SPECIFICATION AND BIDDING DOCUMENTS

FOR

**REMOVAL OF
HAZARDOUS MATERIALS AND MISCELLANEOUS DEBRIS
FROM
MARSHALL HOTEL
LOCATED AT
326 WEST MAIN STREET
MARSHALL, MINNESOTA**

**Bids to be Received:
Tuesday, February 19, 2019
10:00 A.M.**

ADVERTISEMENT FOR BIDS

Marshall, Minnesota
January 24, 2019

TO WHOM IT MAY CONCERN:

The City of Marshall will receive bids in the Council Chambers of the Municipal Building at 10:00 a.m. on February 19, 2019, for the following project:

To remove and dispose of all hazardous building materials and miscellaneous debris within the Marshall Hotel located at 326 West Main Street in Marshall, Minnesota.

All bids shall be made on the proposal forms of the City and shall be accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the order of the City Clerk for not less than 10 percent of the amount bid.

Bids shall be directed to the City Clerk, securely sealed and endorsed upon the outside wrapper with a brief statement or summary as to the work for which the bid is made.

The City Council reserves the right to reject all bids.

No bidder may withdraw his bid for at least 30 days after the scheduled closing time for the receipt of bids.

Plans and specifications are on file in the Office of the Director of Public Works/City Engineer, 344 West Main Street, Marshall, MN 56258; 507-537-6773. Copies of the specifications and bidding documents will be furnished on request to any prospective bidder.

The bids and the responsibility of the bidders will be considered by the City Council at 5:30 P.M. on Tuesday, February 26, 2019, in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street.

To view the interior of the property, please contact the Engineering Department at 507-537-6773, and arrangements will be made to allow access.

Dated this 24th day of January, 2019

Kyle J. Box
City Clerk

PROPOSAL

TO THE HONORABLE MAYOR AND THE
COMMON COUNCIL OF THE
CITY OF MARSHALL
LYON COUNTY, MINNESOTA

February 19, 2019

Ladies and Gentlemen:

The undersigned being familiar with all requirements and conditions, hereby proposes and agrees to enter into a contract with the City of Marshall to: REMOVE AND DISPOSE OF ALL HAZARDOUS BUILDING MATERIALS AND MISCELLANEOUS DEBRIS WITHIN THE MARSHALL HOTEL LOCATED AT 326 WEST MAIN STREET IN MARSHALL, MINNESOTA, in accordance with the specifications attached hereto for the following price, to wit:

BASE BID: \$ _____

The Contractor will be determined by the lowest responsible bid received.

The undersigned also agrees as follows:

1. Within fourteen (14) days after the contract is awarded, to execute the contract, and to furnish a satisfactory performance bond in the sum specified, guaranteeing the faithful performance of the work and payment of bills.
2. All hazardous building materials and miscellaneous debris within the Marshall Hotel must be removed and disposed of within sixty (60) days following Notice to Proceed.
3. That this proposal cannot be withdrawn within thirty (30) days after the scheduled time for receipt of bids.
4. That it is the understanding that the City may accept or reject all bids and waive any informalities in the biddings.
5. That said bidder has not entered into any agreement with any other bidder or proposed bidder or with any other person, firm or corporation, relating to the price named in said proposal or any other proposal, nor any agreement or arrangement under which any person, firm or corporation is to refrain from bidding, nor any agreement or arrangement for any act or omission in restraint of free competition among bidders.

Enclosed herewith find a certified check, cashier's check or bid bond in the amount of \$ _____ being at least 10% of the proposal made payable to the City of Marshall as a proposal guarantee which it is agreed by the undersigned will be forfeited in the event the form of contract is not executed, if awarded to the undersigned.

LIQUIDATED DAMAGES

Bidder hereby agrees to commence work under this contract on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within the time periods stipulated. Bidder further agrees to pay as liquidated damages, the sum of \$100.00 for each consecutive calendar day thereafter any section of the project is not completed.

ADDENDUM RECEIPTS

Receipt of the following addenda to the Specifications is acknowledged:

Addendum No. _____ dated _____

By: _____
(Signature)

Typed or Printed Name

Title

Mailing Address

City, State ZIP

Telephone Number (____) _____

State whether the Bidder is sole proprietor, a partnership or a corporation, and if a corporation, the state in which it is incorporated.

INSTRUCTIONS TO BIDDERS

I. SCOPE OF WORK

1. Provide all labor, materials, and equipment necessary for the removal and disposal of all hazardous building materials and miscellaneous debris within the Marshall Hotel located at 326 West Main Street in the City of Marshall, County of Lyon, State of Minnesota in accordance with federal, State and local regulations.
2. The Contractor shall furnish the necessary labor, equipment and material for the completion of the proper removal of all asbestos, proper removal of mercury, proper removal of PCB's, proper removal of CFC's, proper removal of household hazardous wastes, and transport demolition to a permanent MPCA permitted demolition landfill in an approved manner according to all federal, state, county and local regulations. All miscellaneous debris must be disposed of at a location and manner acceptable to State and local regulations. Contractor shall secure all proper permits prior to demolition and shall contact MPCA and MDH ten (10) days prior to removal of all asbestos and any other hazardous materials from the structure. The hazardous materials identified at the site are generally described in the report attached to this RFP.

II. LOCATION

The structure is located at 326 West Main Street in Marshall, Minnesota, previously known as the Marshall Hotel.

III. GENERAL SPECIFICATIONS & INFORMATION

1. The Contractor shall be paid the lump sum price for removal and disposal of all hazardous building materials and miscellaneous debris at the site as indicated in the proposal and as approved by the owner or owner's representative, and this payment will be full compensation for the removal and disposal. The Contractor shall pay for all charges, levies, fees, permits and other expenses necessary to complete the work in accordance with the plans and specifications.
2. The contractor shall obtain all necessary permits from City, Lyon County and Minnesota Pollution Control Agency in conjunction with the removal and disposal of all hazardous building materials and miscellaneous debris at the site.
3. The contractor shall comply with applicable air pollution control requirements of the city, county, and state (Section 1717 of the Mn/DOT Standard Specifications for Construction) concerning the removal of the hazardous materials from the site.
4. No fires of any kind will be permitted in the demolition work area.

5. Contractor shall provide certificates of insurance to the Owner of adequate coverage consistent with the type of demolition work being completed on this project. The Owner shall be named as an additional insured on the certificate.
6. Public rights-of-ways or parking lots utilized for demolition dumpsters or related equipment shall be by permit only.
7. See attached drawing for the site location.



Asbestos Inspection Report

City Of Marshall
Attn: Glenn Olson
344 W. Main Street
Marshall, MN 56258



**Advanced Health,
Safety and Security**

P.O. Box 437, 105 3rd Street, Balaton, MN 56115

Cost-Effective Solutions



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

Page: 2
Project No: Marshall Hotel
Date: 11/05/2018

November 12, 2018

City of Marshall
Attn: Glenn Olson
344 W Main Street
Marshall, MN 56258

Introduction

This report presents the results of the hazardous material survey conducted by Brian Parrie at 318 W Main Street, Marshall, MN 56258. The survey was requested Glenn Olson.

Methodology

The building(s) were visually inspected to identify building materials that might contain asbestos or other hazardous materials. Bulk samples were collected from suspect materials and analyzed to determine if they contained asbestos. All asbestos containing materials (ACMs) will be listed and identified in table 1 of this report. Destructive sampling methods were used to obtain proper sampling.

Purpose

The purpose of this survey was to identify the existence, extent, and condition of hazardous materials including both friable and non-friable asbestos-containing materials (ACM). Bulk samples were collected from suspect materials, submitted to a laboratory, and analyzed for asbestos.



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

Page: 3
Project No: Marshall Hotel
Date: 11/05/2018

Sample Data

The following table lists all samples tested for asbestos. Recommended response actions can be found in this report:

Functional Space Number	Description	Sq. or Lineal Ft.	Sample Number	Type of Material	Type of Asbestos	%
Ceiling	Layer 1	N/A	1001	12x12 Tan Ceiling Tile	N/D	0
Ceiling	Layer 2	365	1001	White Ceiling Texture	Chrysotile	3
Yellow Vinyl Front N	Layer 1	201	1002	White/Yellow Vinyl	Chrysotile	15
Yellow Vinyl Front N	Layer 2	N/A	1002	Yellow Adhesive	N/D	0
Bathroom Vinyl Front S	Layer 1	35	1003	Tan/White Vinyl	Chrysotile	20
Utility Room S Vinyl	Layer 1	35	1004	Tan /White Vinyl	Chrysotile	20
Hall Paneling Glue	Layer 1	2240	1005	Black Paneling Glue	Chrysotile	6
Ceiling Plaster	Layer 1	N/A	1006	Gray Ceiling Plaster	N/D	0
Ceiling Plaster	Layer 2	N/A	1006	Tan Skim Coat	N/D	0
Bathroom/Commons Brown Vinyl	Layer 1	289	1007	Brown/White Vinyl	Chrysotile	20
Bathroom/Commons Brown Vinyl	Layer 2	N/A	1007	Tan Mastic	N/D	0
9x9 Floor Tile Back N	Layer 1	511	1008	Black 9x9 Floor Tile under carpet	Chrysotile	8



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

Page: 4
Project No: Marshall Hotel
Date: 11/05/2018

9x9 Floor Tile Back N	Layer 2	511	1008	Black Mastic	Chrysotile	10
9x9 Floor Tile Back N	Layer 2	N/A	1008	Tan Mastic	N/D	0
9x9 Floor Tile Back N	Layer 3	N/A	1008	Gray Filler	N/D	0
9x9 Floor Tile N	Layer 1	511	1009	Brown Floor Tile under carpet	Chrysotile	8
9x9 Floor Tile N	Layer 2	N/A	1009	Black Felt	N/D	0
9x9 Green Floor Tile Hall	Layer 1	N/A	1010	9x9 Green Floor Tile	N/D	0
9x9 Green Floor Tile Hall	Layer 2	N/A	1010	Black Felt	N/D	0
Hall Transit	Layer 1	150	1011	Gray/White Transite under carpet	Chrysotile	20
Wall Plaster	Layer 1	N/A	1012	Gray Wall Plaster	N/D	0
Wall Plaster	Layer 2	N/A	1012	Tan Layer	N/D	0
12x12 Floor Tile S	Layer 1	878	1013	Gray 12x12 Floor Tile	Chrysotile	4
12x12 Floor Tile S	Layer 2	N/A	1013	Tan Mastic	N/D	0
Ceiling Plaster	Layer 1	N/A	1014	Gray Ceiling Plaster	N/D	0
Ceiling Plaster	Layer 2	N/A	1014	Tan Skim Coat	N/D	0
9x9 Tan Floor Tile S	Layer 1	884	1015	Tan floor Tile	Chrysotile	8
9x9 Tan Floor Tile S	Layer 2	884	1015	Black Mastic	Chrysotile	10
9x9 Tan Floor Tile S	Layer 3	N/A	1015	Tan Mastic	N/D	0
9x9 Tan Floor Tile S	Layer 4	N/A	1015	Brown Layer	N/D	0
9x9 Black Checker Floor Tile S	Layer 1	N/A	1016	9x9 Black Checker Floor Tile	N/D	0



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

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Project No: Marshall Hotel
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9x9 Black Checker Floor Tile S	Layer 2	N/A	1016	Tan Mastic	N/D	0
9x9 White Checker Floor Tile S	Layer 1	N/A	1017	White Layer	N/D	0
9x9 White Checker Floor Tile S	Layer 2	N/A	1017	Black Layer	N/D	0
9x9 White Checker Floor Tile S	Layer 3	N/A	1017	Tan Mastic	N/D	0
Bathroom Tan Vinyl	Layer 1	N/A	2001	Tan Vinyl	N/D	0
Bathroom Tan Vinyl	Layer 2	N/A	2001	Yellow Adhesive	N/D	0
Ceiling Texture	Layer 1	N/A	2002	Tan/White Ceiling Texture	N/D	0
Wall Plaster	Layer 1	N/A	2003	Gray Wall Plaster	N/D	0
Wall Plaster	Layer 2	N/A	2003	White Skim Coat	N/D	0
Hall Flooring	Layer 1	N/A	2004	Brown/Tan Flooring	N/D	0
Hall Floor Under Layment	Layer 1	N/A	2005	Gray Layer	N/D	0
Ceiling Texture/Plaster	Layer 1	N/A	2006	Gray Plaster	N/D	0
Ceiling Texture/Plaster	Layer 2	N/A	2006	White Skim Coat	N/D	0
Bathroom Vinyl Flooring	Layer 1	62	2007	Tan/White Vinyl Flooring Bot Apt.	Chrysotile	15
Bathroom Vinyl	Layer 2	N/A	2007	Yellow Adhesive	N/D	0
HVAC Tape	Layer 1	20	2008	White HVAC Tape Bot Apt.	Chrysotile	60
Kitchen Vinyl	Layer 1	91	2009	Tan/White Kitchen Vinyl Bot Apt.	Chrysotile	10



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

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Project No: Marshall Hotel
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Kitchen Vinyl	Layer 2	N/A	2009	Tan/Yellow Adhesive	N/D	0
Window Glazing	Layer 1	100 window	2010	White Window Glazing	Chrysotile	5
2nd Floor Brown Vinyl Flooring	Layer 1	240	2011	Tan/White Vinyl Flooring Rm 209-210, Rm across from 211, and B2	Chrysotile	15
Brown Vinyl Flooring	Layer 2	N/A	2011	Yellow Adhesive	N/D	0
Wall Plaster	Layer 1	N/A	2012	Gray Wall Plaster	N/D	0
Ceiling Plaster	Layer 1	N/A	2013	Gray Ceiling Plaster	N/D	0
Ceiling Plaster	Layer 2	N/A	2013	Tan Skim Coat	N/D	0
Ceiling Plaster/Texture	Layer 1	N/A	3001	Gray Ceiling Plaster/Texture	N/A	0
Ceiling Plaster/Texture	Layer 2	N/A	3001	Tan Texture	N/A	0
Transite Siding	Layer 1	1552	3002	Gray/White Transite Siding	Chrysotile	25
Vent Tar	Layer 1	15	3003	Black Vent Tar	Chrysotile	10
Kitchen Vinyl Rm 320	Layer 1	102	3004	Tan/White Kitchen Vinyl	Chrysotile	20
Kitchen Vinyl	Layer 2	N/A	3004	Yellow Adhesive	N/D	0
Ceiling Plaster	Layer 1	N/A	3005	Gray Ceiling Plaster	N/D	0
Pipe wrap and Tank basement	Layer 1	750	4001	Tan Pipe wrap boiler tank, hot water tank, wrap going up wall South	Chrysotile	50
Joints	Layer 1	30	4002	White Joints	Chrysotile	75
Basement Ceiling	Layer 1	N/A	4003	Gray Plaster	N/D	0
Basement Ceiling	Layer 2	N/A	4003	Tan Skim Coat	N/D	0
Basement Wall	Layer 1	N/A	4004	Gray Wall	N/D	0



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

Page: 7
Project No: Marshall Hotel
Date: 11/05/2018

(PC) indicates Stratified Point Count Method performed

Results

The results of the samples tested for asbestos are found in Appendix A of this report.

Positive Material Containing Asbestos Include:

- Sample 1001 – Non-Friable ceiling texture containing 3% Chrysotile.
- Sample 1002 – Non-Friable yellow/white vinyl front N containing 15% Chrysotile.
- Sample 1003 – Non-Friable tan/ white bathroom vinyl front S containing 20% Chrysotile.
- Sample 1004 – Non-Friable tan/white utility room vinyl S containing 20% Chrysotile.
- Sample 1005 – Non-Friable Black hall paneling glue containing 6% Chrysotile.
- Sample 1007 – Non-Friable brown/white bathroom/common vinyl containing 20% Chrysotile.
- Sample 1008 – Non-Friable black 9x9 floor tile back N containing 8% Chrysotile.
- Sample 1008 – Non-Friable black mastic containing 10% Chrysotile.
- Sample 1009 – Non-Friable brown 9x9 floor tile N containing 6% Chrysotile.
- Sample 1010 – Non-Friable gray/White hall transite containing 20% Chrysotile.
- Sample 1013 – Non-Friable gray 12x12 floor tile S containing 4% Chrysotile.
- Sample 1015 – Non-Friable 9x9 tan floor tile S containing 8% Chrysotile.
- Sample 1015 – Non-Friable black mastic containing 10% Chrysotile.
- Sample 2007 – Non-Friable tan/white bathroom vinyl containing 15% Chrysotile.
- Sample 2008 – Non-Friable white HVAC tape containing 60% Chrysotile.
- Sample 2009 – Non-Friable tan/white kitchen vinyl containing 10% Chrysotile.
- Sample 2010 – Non-Friable white window glazing containing 5% Chrysotile.
- Sample 2011 – Non-Friable brown vinyl containing 15% Chrysotile.
- Sample 3002 – Non-Friable gray/white transite siding containing 25% Chrysotile.
- Sample 3003 – Non-Friable black vent tar containing 10% Chrysotile.
- Sample 3004 – Non-Friable tan/white kitchen vinyl containing 20% Chrysotile.
- Sample 4001 – Non-Friable tan pipe wrap and tanks containing 50% Chrysotile.
- Sample 4002 – Non-Friable white joints containing 75% Chrysotile.

All asbestos samples that tested positive contain more than 1 % asbestos according to methods specific to appendix A, subpart F. 40 CFR part 763 section1 and are considered Asbestos Containing. The ACM that contains must be removed and brought to an approved asbestos dump site.



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

Page: 8
Project No: Marshall Hotel
Date: 11/05/2018

Discussion

All asbestos containing material should be removed prior to demolition.
All non-demolition debris and hazardous waste should be removed before demolition.
The attached MPCA pre-demolition check list is attached for reference.

Please find attached:

- Bulk sample lab results



Client: Glenn Olson
Report of: Asbestos Inspection
Location: 110 W. Main Street, Marshall, MN 56258

Page: 9
Project No: Marshall Hotel
Date: 11/05/2018

Remarks

The environmental services performed by Advanced Health, Safety and Security for this project have been conducted in a manner consistent with the degree of care and technical skill exercised by environmental professionals currently practicing in this area under similar budget and time constraints.

Recommendations contained in this report represent my professional judgment at the time of inspection.

Please note this note this is a complete asbestos assessment of the property. It is not a complete hazardous material assessment. I did not perform destructive sampling of the building.

This concludes this report. Any questions regarding the fieldwork, sample results or presented findings should be directed to Brian Parrie, at 507-763, 605-430-8842 or email Brianparrie@hotmail.com.

Brian Parrie
Advanced Health, Safety and Security

Certified Asbestos Inspector AI11154
Certified Asbestos Supervisor A11154
Certified Asbestos Management Planner AM11154
Certified Asbestos Project Designer AD11154
Asbestos Contractor License AC7984
Certified Mold Premediator CMR0000025812



EMSL Analytical, Inc.

14375 23rd Avenue North Minneapolis, Mn 55447
Tel/Fax: (763) 449-4922 / (763) 449-4924
<http://www.EMSL.com/minneapolislab@emsl.com>

EMSL Order: 351808858
Customer ID: AHSS42
Customer PO:
Project ID:

Attention: Brian Parrie
Advanced Health, Safety & Security
PO Box 437
Balaton, MN 56115
Project: Marshall Hotel

Phone: (605) 430-8842
Fax:
Received Date: 11/08/2018 9:15 AM
Analysis Date: 11/11/2018 - 11/12/2018
Collected Date: 11/05/2018

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
1001-Ceiling Tile <i>351808858-0001</i>	Ceiling tile	Tan Fibrous Homogeneous	98% Cellulose	2% Non-fibrous (Other)	None Detected
1001-Texture <i>351808858-0001A</i>	Ceiling tile	White Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
1002-Vinyl Flooring <i>351808858-0002</i>	Yellow vinyl front N	White/Yellow Fibrous Heterogeneous	15% Cellulose	70% Non-fibrous (Other)	15% Chrysotile
1002-Adhesive <i>351808858-0002A</i>	Yellow vinyl front N	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1003 <i>351808858-0003</i>	Bathroom front south vinyl	Tan/White Fibrous Heterogeneous	10% Cellulose	70% Non-fibrous (Other)	20% Chrysotile
1004 <i>351808858-0004</i>	Utility Room South Vinyl	Tan/White Fibrous Heterogeneous	10% Cellulose	70% Non-fibrous (Other)	20% Chrysotile
1005 <i>351808858-0005</i>	Paneling glue Hall	Black Non-Fibrous Homogeneous		94% Non-fibrous (Other)	6% Chrysotile
1006-Plaster <i>351808858-0006</i>	Ceiling Plaster	Gray Non-Fibrous Homogeneous	5% Cellulose	95% Non-fibrous (Other)	None Detected
1006-Skim Coat <i>351808858-0006A</i>	Ceiling Plaster	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1007-Vinyl Flooring <i>351808858-0007</i>	Brown Vinyl Bathroom/ commons	Brown/White Fibrous Heterogeneous	15% Cellulose	65% Non-fibrous (Other)	20% Chrysotile
1007-Tan Mastic <i>351808858-0007A</i>	Brown Vinyl Bathroom/ commons	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1008-Floor Tile <i>351808858-0008</i>	9x9 floor tile Back N	Black Non-Fibrous Homogeneous		92% Non-fibrous (Other)	8% Chrysotile
1008-Black Mastic <i>351808858-0008A</i>	9x9 floor tile Back N	Black Non-Fibrous Homogeneous		90% Non-fibrous (Other)	10% Chrysotile
1008-Tan Mastic <i>351808858-0008B</i>	9x9 floor tile Back N	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1008-Filler <i>351808858-0008C</i>	9x9 floor tile Back N	Gray Non-Fibrous Homogeneous	5% Cellulose	95% Non-fibrous (Other)	None Detected
1009-Floor Tile <i>351808858-0009</i>	9x9 floor tile N	Brown Non-Fibrous Homogeneous		94% Non-fibrous (Other)	6% Chrysotile



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EMSL Order: 351808858
Customer ID: AHSS42
Customer PO:
Project ID:

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
1009-Felt <small>351808858-0009A</small>	9x9 floor tile N	Black Fibrous Homogeneous	75% Cellulose	25% Non-fibrous (Other)	None Detected
1010-Floor Tile <small>351808858-0010</small>	9x9 green tile Hall	Green Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1010-Felt <small>351808858-0010A</small>	9x9 green tile Hall	Black Fibrous Homogeneous	75% Cellulose	25% Non-fibrous (Other)	None Detected
1011 <small>351808858-0011</small>	Transite Hall	Gray/White Fibrous Homogeneous		80% Non-fibrous (Other)	20% Chrysotile
1012-Plaster <small>351808858-0012</small>	Wall Plaster	Gray Non-Fibrous Homogeneous	2% Cellulose	98% Non-fibrous (Other)	None Detected
1012-Tan Fibrous Layer <small>351808858-0012A</small>	Wall Plaster	Tan Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
1013-Floor Tile <small>351808858-0013</small>	12x12 Floor tile S	Gray Non-Fibrous Homogeneous		96% Non-fibrous (Other)	4% Chrysotile
1013-Tan Mastic <small>351808858-0013A</small>	12x12 Floor tile S	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1014-Plaster <small>351808858-0014</small>	Ceiling Plaster	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1014-Skim Coat <small>351808858-0014A</small>	Ceiling Plaster	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1015-Floor Tile <small>351808858-0015</small>	9x9 Tan S	Tan Non-Fibrous Homogeneous		92% Non-fibrous (Other)	8% Chrysotile
1015-Black Mastic <small>351808858-0015A</small>	9x9 Tan S	Black Non-Fibrous Homogeneous		90% Non-fibrous (Other)	10% Chrysotile
1015-Tan Mastic <small>351808858-0015B</small>	9x9 Tan S	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1015-Brown Fibrous Layer <small>351808858-0015C</small>	9x9 Tan S	Brown Fibrous Homogeneous	98% Cellulose	2% Non-fibrous (Other)	None Detected
1016-Floor Tile <small>351808858-0016</small>	9x9 Black Checker S	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1016-Tan Mastic <small>351808858-0016A</small>	9x9 Black Checker S	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1017-White Layer <small>351808858-0017</small>	9x9 White Checker S	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
1017-Black Layer <small>351808858-0017A</small>	9x9 White Checker S	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected



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EMSL Order: 351808858
Customer ID: AHSS42
Customer PO:
Project ID:

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
1017-Tan Mastic <i>351808858-0017B</i>	9x9 White Checker S	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2001-Vinyl Flooring <i>351808858-0018</i>	Bathroom vinyl Tan	Tan Fibrous Heterogeneous	20% Cellulose 10% Glass	70% Non-fibrous (Other)	None Detected
2001-Adhesive <i>351808858-0018A</i>	Bathroom vinyl Tan	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2002 <i>351808858-0019</i>	Ceiling texture	Tan/White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2003-Plaster <i>351808858-0020</i>	wall Plaster	Gray Non-Fibrous Homogeneous	<1% Hair	100% Non-fibrous (Other)	None Detected
2003-Skim Coat <i>351808858-0020A</i>	wall Plaster	White Non-Fibrous Homogeneous	4% Fibrous (Other)	96% Non-fibrous (Other)	None Detected
2004 <i>351808858-0021</i>	Hall Flooring	Brown/Tan Non-Fibrous Homogeneous	80% Cellulose	20% Non-fibrous (Other)	None Detected
2005 <i>351808858-0022</i>	Hall Floor under layment	Gray Fibrous Homogeneous	90% Cellulose 8% Synthetic	2% Non-fibrous (Other)	None Detected
2006-Plaster <i>351808858-0023</i>	Ceiling texture/ Plaster	Gray Non-Fibrous Homogeneous	<1% Hair	100% Non-fibrous (Other)	None Detected
2006-Skim Coat <i>351808858-0023A</i>	Ceiling texture/ Plaster	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2007-Vinyl Flooring <i>351808858-0024</i>	Bathroom vinyl	Tan/White Fibrous Heterogeneous	15% Cellulose	70% Non-fibrous (Other)	15% Chrysotile
2007-Adhesive <i>351808858-0024A</i>	Bathroom vinyl	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2008 <i>351808858-0025</i>	HVAC Tape	White Fibrous Homogeneous	30% Cellulose	10% Non-fibrous (Other)	60% Chrysotile
2009-Vinyl Flooring <i>351808858-0026</i>	Kitchen Vinyl	Tan/White Fibrous Heterogeneous	20% Cellulose	70% Non-fibrous (Other)	10% Chrysotile
2009-Adhesive <i>351808858-0026A</i>	Kitchen Vinyl	Tan/Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2010 <i>351808858-0027</i>	Window glazing	White Non-Fibrous Homogeneous		95% Non-fibrous (Other)	5% Chrysotile
2011-Vinyl Flooring <i>351808858-0028</i>	Floor vinyl Brown	Tan/White Fibrous Heterogeneous	10% Cellulose	75% Non-fibrous (Other)	15% Chrysotile
2011-Adhesive <i>351808858-0028A</i>	Floor vinyl Brown	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2012 <i>351808858-0029</i>	wall Plaster	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected



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Customer ID: AHSS42
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Project ID:

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
2013-Plaster 351808858-0030	Ceiling Plaster	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
2013-Skim Coat 351808858-0030A	Ceiling Plaster	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
3001-Plaster 351808858-0031	Ceiling Plaster/ Texture	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
3001-Texture 351808858-0031A	Ceiling Plaster/ Texture	Tan Non-Fibrous Homogeneous		5% Mica 95% Non-fibrous (Other)	None Detected
3002 351808858-0032	Transite Siding	Gray/White Fibrous Homogeneous		75% Non-fibrous (Other)	25% Chrysotile
3003 351808858-0033	Vent tar	Black Fibrous Homogeneous		90% Non-fibrous (Other)	10% Chrysotile
3004-Vinyl Flooring 351808858-0034	Kitchen vinyl	Tan/White Fibrous Heterogeneous	15% Cellulose	65% Non-fibrous (Other)	20% Chrysotile
3004-Adhesive 351808858-0034A	Kitchen vinyl	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
3005 351808858-0035	Ceiling Plaster	Gray Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
4001 351808858-0036	Pipewrap	Tan Fibrous Homogeneous	20% Cellulose	30% Non-fibrous (Other)	50% Chrysotile
4002 351808858-0037	Joints	White Fibrous Homogeneous	10% Cellulose	15% Non-fibrous (Other)	75% Chrysotile
4003-Plaster 351808858-0038	Basement Ceiling	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
4003-Skim Coat 351808858-0038A	Basement Ceiling	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
4004 351808858-0039	Basement wall	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected

Analyst(s)
Daniel Nordland (67)

Rachel Travis, Laboratory Manager
or Other Approved Signatory

EMSL maintains liability limited to cost of analysis. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method"), but augmented with procedures outlined in the 1993 ("final") version of the method. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. Interpretation and use of test results are the responsibility of the client. All samples received in acceptable condition unless otherwise noted. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. EMSL recommends gravimetric reduction for all non-friable organically bound materials prior to analysis. Estimation of uncertainty is available on request.

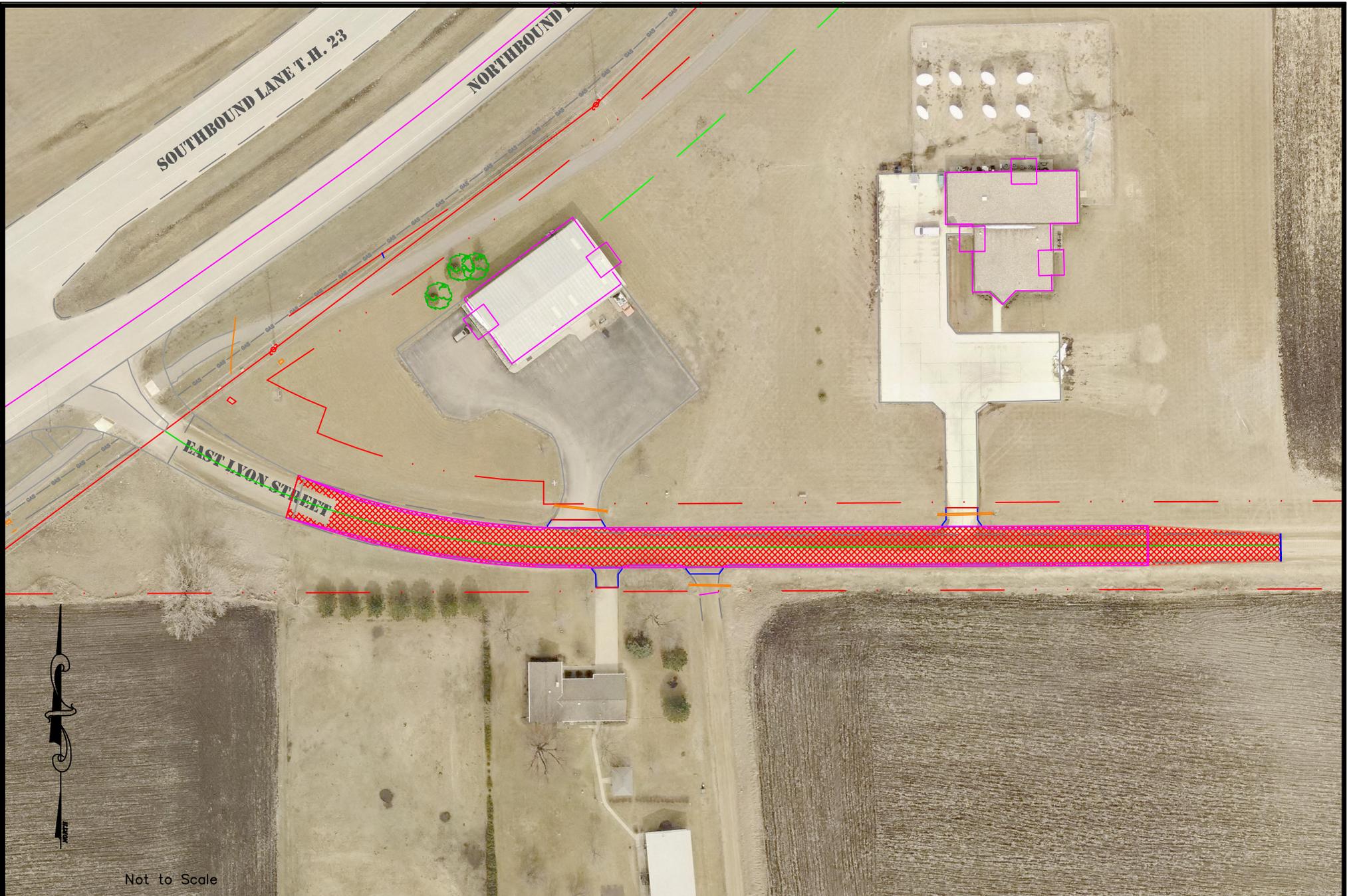
Samples analyzed by EMSL Analytical, Inc. Minneapolis, Mn NVLAP Lab Code 200019-0

Initial report from: 11/12/2018 12:58:30



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider Resolution Authorizing Preparation of Report on Improvement for Project Z69 East Lyon Street Reconstruction Project and Project Z74 Huron Road/Superior Road Reconstruction Project.
Background Information:	<p>Attached please find the resolutions necessary for the initiation of the special assessment procedures for the above-referenced project areas and as shown on the attached maps.</p> <p>Project Z69: East Lyon Street Reconstruction Project – This project consists of reconstruction of the existing gravel road from the end of existing bituminous to 800’ east. Bituminous pavement is proposed for the street surfacing.</p> <p>Project Z74: Huron Road/Superior Road Reconstruction Project – This project consists of the following: Reconstruction and utility replacement on Huron Road between T.H. 59 and Superior Road and on Superior Road between Huron Road and CSAH 33/Erie Road. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer. Concrete pavement is proposed for the street surfacing, matching previous projects in the area.</p>
Fiscal Impact:	All improvements are proposed to be assessed according to the current Special Assessment Policy or Policy amended prior to certification of assessments, including but not limited to Municipal State Aid System (MSAS), Marshall Municipal Utilities, Wastewater Department, Surface Water Management Utility Fund and Ad Valorem participation. Final approval of these projects must include determination of funding sources.
Alternative/Variations:	No alternative actions recommended.
Recommendations:	that the Council adopt RESOLUTION NUMBER XXXX, SECOND SERIES, which is the “Resolution Ordering Preparation of Report on Improvement” for Project Z69: East Lyon Street Reconstruction Project and Project Z74: Huron Road/Superior Road Reconstruction Project.



Not to Scale



**CITY ENGINEERS OFFICE
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258**

269 East Lyon Street

171

Proposed Grading & Paving Area

DATE
1/17/19

SHEET NO.
1 OF 1



CSAH 33

T.H. 59

SUPERIOR ROAD

SUPERIOR ROAD

Lot 8

Lot 9

HURON ROAD

Not to Scale



CITY ENGINEERS OFFICE
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258

Z74 Huron & Superior

Proposed Reconstruction & Utilities

DATE
1/17/2020

SHEET NO.

172

1 OF 1

RESOLUTION NUMBER _____, SECOND SERIES

RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements under the following projects and to assess the benefited properties for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429:

Project Z69: East Lyon Street Reconstruction Project – This project consists of reconstruction of the existing gravel road from the end of existing bituminous to 800' east. Bituminous pavement is proposed for the street surfacing.

Project Z74: Huron Road/Superior Road Reconstruction Project – This project consists of the following: Reconstruction and utility replacement on Huron Road between T.H. 59 and Superior Road and on Superior Road between Huron Road and CSAH 33/Erie Road. All utilities will be replaced, including watermain, sanitary sewer, and storm sewer. Concrete pavement is proposed for the street surfacing, matching previous projects in the area.

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

1. That the proposed improvements be referred to Director of Public Works/City Engineer Glenn J. Olson, P.E. and that he is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are feasible and as to whether they should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvements as recommended.

Passed and adopted by the Council this 23rd day of January, 2019.

Mayor

ATTEST:

City Clerk/Finance Director

This Instrument Drafted by: Glenn J. Olson, P.E., Director of Public Works/City Engineer



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider an application for an On-Sale Intoxicating Liquor License for SMSU Ducks Unlimited for February 23, 2019
Background Information:	Attached is an application for a Temporary On-Sale Liquor License for SMSU Ducks Unlimited for February 23, 2019 at SMSU Upper Conference Center, 1501 State Street, Marshall, Minnesota.
Fiscal Impact:	\$30.00
Alternative/ Variations:	None
Recommendations:	the approval of a Temporary On-Sale Liquor License for SMSU Ducks Unlimited for February 23, 2019 at SMSU Upper Conference Center, 1501 State Street, Marshall, Minnesota.



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: SMSU Ducks Unlimited Date organized: 1987 Tax exempt number:

Address: 1501 State St City: Marshall State: MN Zip Code: 56258

Name of person making application: Josh Behning Business phone: 815-404-9972 Home phone: 815-904-9972

Date(s) of event: 2/28/2019 Type of organization: Club Charitable Religious Small Brewer Other non-profit

Organization officer's name: Nick Powers City: Marshall State: MN Zip Code: 56258

Organization officer's name: Nate Seehafer City: Marshall State: MN Zip Code: 56258

Organization officer's name: Jared Zollner City: Marshall State: MN Zip Code: 56258

Organization officer's name: City: State: MN Zip Code:

Location where permit will be used. If an outdoor area, describe.
SMSU Upper Conference Center

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
American Legion 412 W Main St, Marshall, MN 56258

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Liberty Mutual, \$2,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

Marshall
 City or County approving the license

\$130.00
 Fee Amount

1-15-19
 Date Fee Paid

_____ Date Approved

_____ Permit Date

_____ City or County E-mail Address

_____ City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	COUNCIL REPORTS
Type:	INFO
Subject:	Commission/Board Liaison Reports
Background Information:	<p>Byrnes - Fire Relief Association and Regional Development Commission</p> <p>Schafer - Airport Commission, MERIT Center Board, City Council-County Board/Library Agreement & Operations Southwest Minnesota Amateur Sports Commission and SW Minnesota Emergency Communication Board</p> <p>Meister -Community Services Advisory Board, Cable Commission and Economic Development Authority</p> <p>Bayerkohler - Public Housing Commission, Planning Commission and Capital Equipment Review Committee</p> <p>DeCramer – Economic Development Authority and Utilities Commission</p> <p>Labat - Library Board, Police Advisory Board and Convention and Visitors Bureau</p> <p>Lozinski - Adult Community Center Commission and Joint Law Enforcement Center Management Committee and Marshall Area Transit</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Wednesday, January 23, 2019
Category:	COUNCIL REPORTS
Type:	INFO
Subject:	Race Equity Cohort
Background Information:	<p>The League of Minnesota Cities (LMC) has partnered with the Government Alliance on Race and Equity (GARE) to deliver a cohort training model for advancing race equity over the past several years. Cities will participate in a curriculum that focuses on:</p> <ul style="list-style-type: none"> • normalizing conversations about race, • organizing internal structures to support the work of institutional culture change and • operationalizing new practices, procedures and policies and using racial equity tools. <p>Teams from participating jurisdictions will be asked to make a 9-month commitment to the learning process. The structure will consist of 5 skills-building sessions, between-session homework assigned to build leadership for making changes in your cities, and 3 peer-to-peer online exchanges to foster partnerships in this work and to share support. The estimated hourly commitment to participating in onsite and online-facilitated programming is 36 hours (not including travel). The traditional model sought a commitment of 66 hours from participants. Additionally, teams will meet back home to apply theory and tools to advance their racial equity practice. Technical assistance will be provided on an as-requested basis by GARE and LMC.</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 8, 2019
Category:	INFORMATION ONLY
Type:	INFO
Subject:	Information Only
Background Information:	Please see attached items
Fiscal Impact:	None
Alternative/ Variations:	None
Recommendations:	None



M.E.R.I.T Center
1001 West Erie Road
Marshall, MN 56258
Phone: (507) 337-6163

M.E.R.I.T. Commission Minutes November 15, 2018

Voting Present: **Ron Wood**, At large; **Dawn Regnier**, MN West; **Denise Myhrberg**, Corp Municipal Boundaries; **Cody Raveling**, MMUA; **Andrew Suby**, At Large; **Stan Brewers**, At Large; **Michael Boedigheimer**, At large; **Todd Blomme**, Gas/Electric Utilities Rep; **Dan DeSmet**, SW Emergency Medical Services; **Nicholas Decamp**, Military Rep.;

Advisory Present: **Craig Schafer**, City Council

Voting Absent: **Dennis Alexander**, Fire/EMS/Safety Rep; **Jason Lichty**, SW MN Chief of Police Assoc.; **Daryl Bartholomaus**, SW Fire Departments Association; **Mark Marcy**, MN State Fire Dept. Assoc.; **Tim Yerigan**, Homeland Security and Emergency Mgt Rep.

Others: **Jasmine DeSmet**, MERIT Coordinator; **Tessa DePestel**, Administrative Assistant; **Karla Drown**, Finance Director; **Rob Yant**, Director of Public Safety; **Jim Marshall**, Marshall Police Department

Meeting: Ron Wood called the meeting to order at 6:01 p.m.

Agenda: Ron added to the agenda, changes to by-laws. Agenda approved by consensus.

Minutes: Denise Myhrberg made a motion to approve the minutes from the September 20, 2018 meeting. Motion was seconded by Stan Brewers. Minutes were approved.

Discussion: Jasmine gave a coordinator report of current projects she's been working on. Steve Flaherty, Executive Director of MBFTE, attended the leadership course and a MERIT tour. He had suggestions for use of the rescue tower and other fire courses to offer at MERIT. Bruce West, Fire Marshal, is planning on visiting MERIT for a tour/meeting in November. The City of Marshall hosted its annual Health Fair at the MERIT Center on Sept. 26th. Marshall Police Department hosted a two-day investigations course on Oct. 22-23. Track expansion Groundbreaking ceremony held on Oct. 25th. Fire Leadership Course (The First Five Minutes) was held Oct. 27-28 – 34 participants from 17 different fire departments from SD and MN. Schwan's hosted their Authentic Leadership course at MERIT on Nov. 8th. National Guard returning to host their drill day at MERIT on November 17th and on the same day, the Basic Pump Operations Class will be held at MERIT. New screens/projectors have been installed. Replaced light fixture in front of mural. Worked with Alex/Ryne at Studio 1 to make an "aerial view" video of Emergency Vehicle Operations Course Training on the track—getting this video embedded on MERIT website. Updated list of Commission Board/Committees on MERIT website. MC Facebook—Page likes up from 21 to 252. Connex boxes for live burn – 2 reserved for us, requested a third. Track Expansion – design company approved, in final design stages – next phase will be to get construction bids. Part-time temp (Event Worker) position posted. Basic Pump Operations Course is

scheduled for Nov. 17th. Both AM and PM sessions full. Ty Brouwer has presented his Archery Range proposal to City Administrator. He will present his proposal to City Council on November 27th. Jasmine working on Basic Emergency Management Certification.

Karla presented on MERIT finances. Current year-to-date as of October 31, revenue has exceeded expenses. Proposed budget for 2019 was included in the packet. Personnel is listed under expenses. Full time employee increased and added a part time employee (so far only 15 hours but can work up to 20 hours). Revenues are budgeted for less because intergovernmental revenue was removed. Not sure why it was budgeted for 2018. There is none. Rents and fees are decreased. Land rent is removed. Transfer from other fund increased from last year. Expenses that currently are not being paid out of MERIT budget but will be next year include fuel for Jasmine's MERIT car. Everything from the capital plan has been pushed to 2020 to use levy instead of food, beverage and operating tax. Dennis Simpson and Karla took grant agreement for track expansion to City Council last Tuesday. Karla will now send it back to the State. Karla asked if the CVB contract will be renewed for next year. Rob stated that it will not but the other option with Community Services is not ready yet.

Dan discussed the Marketing Committee. Most of the discussion of the Marketing Committee has been on elections/nominations for MERIT Commission. Last meeting Todd and Cody expressed interest in Chair and Vice Chair respectively. Dawn agreed to stay on as Secretary. Ron asked for any other nominations. Ron asked for objection to doing slate in its entirety. Dan made a motion to accept slate in its entirety. Andrew seconded. Elections will be effective as of the January meeting.

There was open discussion on the track expansion. Hoping to get started in the spring.

Dawn stated that the Marketing Committee has been working on the Nominating Committee and the rest of the Marketing updates were covered in Jasmine's report.

Senator Dahms and Representative Swedezinski were at the track expansion ground breaking. They will be back in December for a Town Hall meeting at the MERIT Center.⁷

By-law changes were previously approved by MERIT Commission. Just need to go to council now.

Mike stated that he would like to see MERIT Center written history. Dawn said the information is listed in the Strategic Plan. Ron requested that Jasmine pull together a couple people and outline a course of action to get this done.

Ron stated that this will be his last meeting. Celebrated Rob's last meeting. Presented Rob with a gift.

Adjourn: There was a motion by Dan DeSmet to end the meeting at 7:09 pm. Todd Blomme seconded the motion. All in favor. None opposed.

Recording Secretary,

Tessa DePestel
Administrative Assistant

**MINUTES OF THE
MARSHALL PLANNING COMMISSION MEETING
JANUARY 8, 2019**

MEMBERS PRESENT: Ruud, Knieff, Edblom, Carstens and Steen

MEMBERS ABSENT: Fox,

OTHERS PRESENT: Jason Anderson, Ilya Gutman, and Glenn Bayerkohler

1. The meeting was called to order by Chairman Edblom. He asked for the approval of the minutes of the December 12, 2018, regular meeting of the Marshall Planning Commission. Steen MADE A MOTION, SECOND BY Knieff, to approve the minutes as written. ALL VOTED IN FAVOR OF THE MOTION.

2. Gutman explained that Greater Minnesota Family Services (GMFS) is a non-profit organization that provides help to at-risk children, mostly low income. They are licensed by the State of Minnesota as a Mental Clinic. One of their programs is called SEED, and it helps 3- to 5-year old kids with emotional and social development. They have been operating this program in Marshall for some time, first in a commercial building and then, starting this fall, in a single-family house located at 1408 Floyd Wild Drive, which is located in an R-1 One Family Residence District. According to Tom Belcher, GMFS's CFO, they work with groups of 8 to 10 kids at a time and each session lasts 3 hours, so they have two sessions a day. They employ 7 people in Marshall. Mr. Belcher informed the City that they run a similar program in many other cities throughout Minnesota. He said that other cities look at this as a daycare operation. Each location is licensed as a satellite office to their main office in Willmar, but this does not involve any state inspections. According to our research, all locations with listed addresses are situated in commercial buildings. According to the Ordinance definition, a daycare is any state licensed facility that provides, among others, habilitation and rehabilitation services for less than 24 hours a day. According to this definition, which goes beyond statutory requirements, this facility is indeed a daycare, which is a permitted use in an R-1 One Family Residence District, even though its license is not a daycare license. However, this use has other ordinance implications, mostly parking related. Section 86-205 prohibits vehicular access to non-residential uses across residential properties. This house is located hundreds of feet back from the street and is accessed through a recorded access easement, which goes through other residential properties. Section 86-206 requires that all required parking and access drives be paved. According to the Table 86-230, daycares need one parking space per employee plus one per ten kids which ends up being 8 total spaces for this building. There are two garages that can accommodate three vehicles total and a concrete pad in front of the house that can accommodate another one. Considering that the access easement already exists, city staff believes that a variance for this arrangement may be granted since it's a unique situation and the property cannot be used as permitted by the ordinance without it. A variance for not paving parking spaces may also be granted considering that half of required spaces are provided, and an attached condition limiting the number of cars parked outside will mitigate a negative impact. However, there is no justification for granting a variance for not paving an access drive since there are no practical difficulties associated with this request. Staff recommends approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for permitting an access drive leading to a non-residential use through residential properties. Staff recommends approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved parking with a condition that not more than three

--UNAPPROVED --

vehicles will be parked outside of paved area at any time. Staff recommends denial to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved access drive. Ruud asked how the children get there. Gutman said it is by bus. Edblom asked how many are employed. Gutman said 7. Gutman explained there are 3 different variances that will need three different action. Steen asked for clarification on the address. Gutman said it is 1408 Floyd Wild Drive. Bayerkohler asked about the easement if there is any wording that would describe the maintenance. Anderson explained it is private easement that the city has no control over. Edblom asked for clarification on the access through the easement. Gutman explained where the road runs through properties. Steen asked how much paving we are talking about. Anderson said that per the City Ordinance it is from the street to the property which is approximately 400 feet. Carstens asked who would be responsible for paying for that. Anderson explained the applicant. Steen asked when the additional traffic is. Tom Belcher, with GMFS, said he thinks the intent of the paving is because of more frequent use. He believes there would not be more frequent use because they have a van that picks up and drops off the kids. They do have employees but do not feel that would be excessive traffic. Mr. Belcher explained what they do and how they benefit Marshall. He said they have already invested a lot of money in the house and paving the drive would be a lot of money. They do the right thing as far as upkeep and maintenance that their properties are not just dumps. They usually spend more than what is normally required. He said we are paying for snow removal and doing much more than necessary for the neighbors. Steen asked if it is currently gravel. Gutman advised yes. Paul Arends, 1424 Floyd Wild Drive, asked where the additional parking would be. Mr. Belcher showed where they would park additional car. Ruud asked if there are any maintenance agreements. Anderson explained that there is nothing in writing and there was likely a handshake agreement with property owners. Neighbors in the audience agreed with this statement. Steen MADE A MOTION, SECOND BY Ruud, to close hearing ALL VOTED IN FAVOR OF THE MOTION. Steen MADE A MOTION, SECOND BY Knieff to recommend approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for permitting an access drive leading to a non-residential use through residential properties. ALL VOTED IN FAVOR OF THE MOTION. Knieff MADE A MOTION, SECOND BY Carstens to recommend approval to the City Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved parking with a condition that not more than three vehicles will be parked outside of paved area at any time. ALL VOTED IN FAVOR OF THE MOTION. The third item is the paving of the driveway as the use will be higher than regular residential. Carstens asked approximately what it would cost to pave that much road. Anderson said approximately \$40K or better. Edblom asked if there is a city requirement regarding the road construction. Gutman said no but thought we would require it to be 12 to 14 feet and would not enforce the standard of 24 feet. Steen asked if there are other options other than blacktop, less expensive. Anderson said the ordinance says blacktop, concrete, or hard pavers but you can look at other options. Carsten ask if we have talked to adjacent owners. Anderson explained we have; that is how this came to our attention. They are concerned with the additional traffic. Knieff stated that the road has been there for over 50 years so it is a solid base but can see some dust control might be needed. Carsten ask what 1404 said. Anderson said they expressed concerns with the road, maintenance and additional traffic. Carsten asked if this was a handshake, could the property owner deny others a right to cross their property. Gutman explained no because the easement was recorded when the property was annexed into the city. Carsten asked if we have had this before with commercial. Gutman said not that he can think of but this is unique because this property is way in the back. In most cases it is citizens who bring stuff to our attention. Carsten MADE A MOTION, SECOND BY Knieff to recommend to the City

--UNAPPROVED --

Council of the request by Greater Minnesota Family Services for a Variance Adjustment Permit for unpaved access drive. ALL VOTED IN FAVOR OF THE MOTION.

3. Gutman said during the November 27, 2018, Council Meeting, Mr. Ty Brouwer presented a proposal for a public archery range to be located at the MERIT Center property. The Council approved this proposal and gave staff directions to proceed in accommodating the archery range. Marshall Community Services Department will be the lead in the entire process. The proposed location is zoned I-2 General Industrial District, which does not permit archery ranges. In fact, in Marshall archery ranges are permitted only in a B-3 General Business District, which most likely was intended for indoor locations only. Staff reviewed various ways for achieving a desired goal. Considering that the intent is for this archery range to become a public park, the decision was made to proceed in this direction. All City parks are zoned A – Agricultural District; however, an archery range are currently not a permitted or conditional use in an A – Agricultural District. In a few cities reviewed by staff, archery ranges are either not listed anywhere or permitted in Floodway Districts only. It seems that a reasonable path to creating a park with an archery range would be a three-step process: 1. Change the Ordinance to add archery ranges as a conditional use in an A – Agricultural District; 2. Rezone a desired area from I-2 General Industrial District to A – Agricultural District to match other city parks; 3. Approve a conditional use permit for an archery range in an A – Agricultural District. The recommended action above will take care of the first step of the process. Staff recommends the recommendation to the City Council approving the revisions amending Section 86-96 A - Agricultural District by adding archery ranges as a conditional use as proposed by staff. Carsten asked if these are normally next to a gun range and if there are any in Marshall. Gutman said not that he is aware of. Steen asked the distance to road. Anderson explained the nearest road is not a city road. Bayerkohler asked if this will be a city park and the city would mow and maintain it. Scott VanDerMillen, Director of Community Services, said yes. Knieff ask who mows it now. Anderson said MMU does. Knieff said it would be an ideal location. Ty Brouwer explained that there are guidelines to setting up ranges that require half the distance to the target in clear zone beyond the target so 100 yds is the farthest target so 150 yards from the road is needed for safety. There is a lot of vegetation that is also considered a safety wall. Knieff MADE A MOTION, SECOND BY Ruud to recommend to City Council an approval as recommend by staff. ALL VOTED IN FAVOR OF THE MOTION.
4. Gutman informed this is the second step for any archery range. Staff recommends a motion to recommend approval to the City Council of the request to rezone 1007 Erie Road the area as shown from I-2 General Industrial District to an A – Agricultural District. Ruud MADE A MOTION, SECOND BY Steen, to close the public hearing ALL VOTED IN FAVOR OF THE MOTION. Steen MADE A MOTION, SECOND BY Carstens to recommend to City Council an approval as recommend by staff. ALL VOTED IN FAVOR OF THE MOTION.
5. Gutman advised this is the third step for an archery range. Staff recommends a motion to recommend approval to the City Council of the request by Community Services, Marshall, MN for a Conditional Use Permit to have an archery range in an A – Agricultural District with the following conditions: 1. That the regulations, standards and requirements as set forth in the City Code and as pertains to the class of district in which such premises are located shall be conformed with. 2. That the City reserves the right to revoke the Conditional Use Permit in the event that any person has breached the conditions contained in this permit provided that the City serve the person with written notice specifying items of any default and allow the applicant a reasonable time in

--UNAPPROVED --

which to repair such default. 3. That the property is maintained to conform to the Zoning Code and not cause or create negative impacts to adjacent existing or future properties. 4. Comply with NFAA and IFAA safety rules and clearances. 5. Provide gravel parking for 20 spaces including one paved accessible space. 6. Maintain at least 50 yards from all targets to existing structures. Steen asked if this is a park will you have signage. Mr. VanDerMillen said yes there will be signage. Ruud MADE A MOTION, SECOND BY Carstens, to close hearing ALL VOTED IN FAVOR OF THE MOTION. Carstens MADE A MOTION, SECOND BY Steen to recommend to City Council an approval as recommend by staff. ALL VOTED IN FAVOR OF THE MOTION.

6. Gutman explained this is a request by the EDA of Marshall to install a “For Sale” sign at 102 West Main Street. This request is in conjunction with Central Heritage District regulations. Chapter 86 Zoning, Article VI, Division 5 of the City Ordinance describes requirements that all projects involving exterior construction or renovation including sign installation, must comply with. These requirements are different from, and in addition to, other zoning conditions that the Planning Commission usually deals with. The emphasis is on the appearance which is subjective. The Central Heritage District Exterior Construction Standards also describe the procedures for reviews. If the project complies with the Standards, the Zoning Administrator or the Building Official will approve the project. The projects that deviate from, or contradict, the Standards, will have to be reviewed by the Planning Commission. However, this procedure is different from variances or conditional use permits since there is no need for a public hearing, so the process is less formal. The Planning Commission’s decision is final, and the City Council approval is not necessary. The ordinance limits the size of free standing signs in the Heritage District to 18 SF. The proposed sign is 32 SF or twice as big. Staff has no opinion. Ruud MADE A MOTION, SECOND BY Steen to approve the 32 sq. ft temporary sign. Carsten wanted to clarify that it is just 1 sign. Gutman said correct. ALL VOTED IN FAVOR OF THE MOTION.
7. A MOTION WAS MADE BY Knieff, SECOND BY Steen to adjourn the meeting. ALL VOTED IN FAVOR. Chairman Edblom declared the meeting adjourned.

Respectfully submitted,
Chris DeVos, Recording Secretary

PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258

AGENDA

January 14, 2019

PARKVIEW APARTMENTS

3:30 P.M. BOARD MEETING

- 1 Call to Order:
2. Roll Call:
3. Approval of Previous Meeting Minutes: December 10th, 2018.
(Chairman Sign off on Minutes.)
4. Reports:
 - A. One Month Report for Operating Statement for FY 2019.
Two Month Report for Operating Statement for FY 2019.
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
5. CFP 2017- 1. Review Punch List Documents.
2018- 1. Information, Advertisement for Bids.
6. New Business:
 - A. Review Shift Log Reports from American Security.
 - B. Washer/Dryer Update. Payment, getting better at adding up numbers.
 - C. Fire Alarm System Test Report from Automatic Building Controls.
 - D. Date Set for Holiday Party.
 - E. PHA Score Report.
 - G. Resolution # 19-01, Approve Wage Schedule for FY 2020.
 - H. Resolution # 19-02, Approve Pay Equity Report.
7. Executive Director Items:
 - A.
8. Commissioner Items:
 - A.
9. Date and Time for Next Regular Meeting, February 11th, 2019. 3:30 p.m.
10. ADJOURN TIME;

**PUBLIC HOUSING COMMISSION
OF THE CITY OF MARSHALL
PARKVIEW APARTMENTS**

Minutes of the Meeting of
Monday November 19th, 2018

Meeting called to Order: 3:32 P.M. by Chairman Walker.

Members Present: Farrell, Janiszkeski, Knob, Walker,
Bayerkohler, Rickgarn, Reilly.
Absent: None

MOTION by Rickgarn, Seconded by Walker, to approve the minutes of the October 16th, 2018 meeting. All Voted in Favor, Motion passed.

REPORTS:

(No Report) Operating Statement for FYE 19 was reviewed by the Board. Motion by , second by to approve the report. All voted in Favor, Motion passed. Chairman signed the report.
Account Receivable/Payable: One month of reports was reviewed; several items were pointed out and discussed to the Board by the Director, including checks from # 018390 to # 018467 in the amount of \$ 53,777.93. Motion by Walker, Second by Knob, to approve the report. All voted in Favor, Motion passed.
Occupancy Report- Currently working with several applicants for Parkview, and Family Units. Detailed Maintenance report included.

CFP 17- 1. Update on a Punch List, from a walk thru on Nov. 1st.

CFP 18-1. 1. Review contract that is already approve by Board, Pictures of sub-flooring.

NEW BUSINESS:

- A. The Board reviewed Shift Log Reports from American Security.
- B. Washer/Dryer Update. Payment, Need to always check the numbers. Russ dropped off a second check.
- C. The Board read over a couple letters to the PHC staff from a Tenant at Parkview on changes to help the earth's land and air and water.

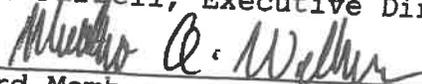
Executive Director Items:

Board Items:

Next Board Meeting: December 10th 2018 3:30 p.m. Parkview Office.

Chairman Walker Declared the meeting adjourned at 4:00 p.m.


Mark Farrell, Executive Director


Board Member

City of Marshall, Minnesota
Investments
12/31/2018

	Amount	Interest Rate
OTHER INVESTMENTS:		
ACCOUNTS PAYABLE	8,016,745.00	0.00%
ACCOUNTS PAYABLE INTEREST BEARING - SWEEP	11,547,428.14	1.17%
PARK AND REC. TRUST FUND SAVINGS	0.00	0.03%
GENERAL FUND/EDA/FIRE DEPT. SCHOLARSHIP	3,801,277.93	2.01%
GENERAL FUND AGENCY ACCT.	2,555,565.97	
WASTEWATER - CAPITAL RES. TRUST ACCT.	2,686,854.62	
ENDOWMENT FUND - AVERA	2,032,316.16	
CAPITAL PROJECTS - MONEY MARKET	2,028,092.69	0.33%
MSA/LIQUOR/SURFACE WATER - MONEY MKT.	2,076,104.72	0.33%
SPECIAL REVENUE - TIF - MONEY MARKET	4,002,909.38	0.45%
DEBT SERVICE - MONEY MARKET	3,485,593.54	0.45%
SPECIAL REVENUE - MONEY MARKET	2,278,228.03	0.33%
TOTAL OTHER INVESTMENTS	<u>44,511,116.18</u>	

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0658	AP DESIGN I-69866	BDNAMEWEDGES	R	1/15/2019		43.90CR	111413	43.90
0018	BORDER STATES ELECTRIC SUPPLY I-916879833 I-916879834 I-916888216	LIGHTS BALASTCANLIGHT LIGHTS	R	1/15/2019		84.30CR 33.62CR 84.50CR	111414 111414 111414	202.42
5351	CENGAGE LEARNING I-65778949	MATERIALS	R	1/15/2019		38.92CR	111415	38.92
3819	DACOTAH PAPER CO I-78873	BLDGSUPPLIES	R	1/15/2019		362.69CR	111416	362.69
5291	ENVISIONWARE, INC I-39411	MAINTENANCE	R	1/15/2019		308.91CR	111417	308.91
4980	MENARDS INC I-32771 I-33060	SEASONALFRIENDS POWERSTRIP	R	1/15/2019		37.90CR 19.99CR	111418 111418	57.89
5925	MIDWEST TAPE I-96829912	HOOPLA	R	1/15/2019		10,000.00CR	111419	10,000.00
5891	ONE OFFICE SOLUTION I-1856594-0 I-1857482-0 I-1857802-0 I-1858576-0 I-18595910	SUPPLIES PAPER PENREFILL SUPPLIES MONEYBAGSFORBRANCHES	R	1/15/2019		25.74CR 135.96CR 7.95CR 49.99CR 24.95CR	111420 111420 111420 111420 111420	244.59
4645	PROQUEST LLC I-70559653	ANCESTRY-FRIENDS	R	1/15/2019		1,404.00CR	111421	1,404.00
4722	TRACSYSTEMS, INC. I-3310	SOFTWAREMAINTENANCE/HARDWARE	R	1/15/2019		2,821.20CR	111422	2,821.20
5733	VAST BROADBAND I-201901143080	SRVC12/26-01/25/19	R	1/15/2019		89.92CR	111423	89.92

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	11	0.00	15,574.44	15,574.44
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	11	0.00	15,574.44	15,574.44

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
211	1/2019	15,574.44CR
=====		
ALL		15,574.44CR

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4549	A & B BUSINESS, INC I-IN577627	SRVC 11/21/2018-12/20/2018	R	1/15/2019		492.98CR	111386	492.98
4570	AMAZON I-436935486895 I-463664784564 I-886548669584 I-898779888853	DVDS DVD AMAZON DVD	R	1/15/2019		291.36CR 25.98CR 15.50CR 6.38CR	111387 111387 111387 111387	339.22
0707	BISBEE PLUMBING AND HEATING INC I-47366	AIRHANDLERPUMP	R	1/15/2019		3,485.52CR	111388	3,485.52
0018	BORDER STATES ELECTRIC SUPPLY I-916833973	BALASTMAINDESK/TEENAREA	R	1/15/2019		67.24CR	111389	67.24
5351	CENGAGE LEARNING I-65716912 I-65721469 I-65727454 I-65734508 I-65738567 I-65746040 I-65746042 I-65757713 I-65757826 I-65761826	MATERIALS/LYONCOLARGEPRINT MATERIALS/LYONCOLARGEPRINT MATERIALS/LYONCOLARGEPRINT LYONCOUNTYLP LYONCOUNTYLP LYONCOUNTYLP LYONCOUNTYLP LYONCOUNTYLP LYONCOUNTYLP LYONCOUNTYLP LYONCOUNTYLP	R	1/15/2019		361.50CR 37.88CR 87.73CR 10.97CR 2.99CR 40.00CR 103.96CR 20.98CR 30.00CR 26.39CR	111390 111390 111390 111390 111390 111390 111390 111390 111390 111390	722.40
VOID	VOID CHECK		V	1/15/2019			111391	**VOID**
0875	COMPUTER MAN INC I-280021 I-280022 I-280023	REPLACEOFFICECOMPUTER UPDATERAM11COMPUTERS REPLACE4PUBLICAOI	R	1/15/2019		1,613.00CR 385.00CR 3,680.00CR	111392 111392 111392	5,678.00
3819	DACOTAH PAPER CO I-63425	BLDG SUPPLIES	R	1/15/2019		136.36CR	111393	136.36
4573	DEMCO I-6517041	FURNITURE/SUPPLIES	R	1/15/2019		1,112.58CR	111394	1,112.58
1311	HVVEE FOOD STORES INC I-5826960468	DECBDMTG	R	1/15/2019		53.32CR	111395	53.32

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4552	INGRAM LIBRARY SERVICES							
	I-37735177	MAT ERIALS	R	1/15/2019		104.98CR	111396	
	I-37804994	GRANT-EARLY LEARNING KIT	R	1/15/2019		173.96CR	111396	
	I-37862040	GRANT EARLY LEARNING KITS	R	1/15/2019		18.52CR	111396	
	I-38048528	MATERIALS	R	1/15/2019		1,042.84CR	111396	
	I-38077936	MATERIALS	R	1/15/2019		72.16CR	111396	
	I-38092288	MATERIALS	R	1/15/2019		23.36CR	111396	1,435.82
1	JONTI-CRAFT							
	I-0000915314	CDCARRMEMORIAL	R	1/15/2019		4,324.88CR	111397	4,324.88
5886	LEININGER, MICHELE							
	I-201901023011	MILEAGE/WOODENTOYBARN CARR MEM	R	1/15/2019		677.89CR	111398	677.89
1545	LYON COUNTY HIGHWAY DEPARTMENT							
	I-201812313008	VANGAS	R	1/15/2019		71.19CR	111399	
	I-201901093059	VANGASDEC	R	1/15/2019		52.50CR	111399	123.69
6246	MARSHALL MUNICIPAL UTILITIES **							
	I-201901033028	SRVC 11/28/18-12/28/18	R	1/15/2019		3,425.71CR	111400	3,425.71
4980	MENARDS INC							
	I-31511	BLDG. MAINTENANCE	R	1/15/2019		10.99CR	111401	
	I-31682	MISC./FRIENDS SEASONAL	R	1/15/2019		18.86CR	111401	29.85
1764	MN DEPT OF EMPLOYMENT & ECONOMIC DEV							
	I-201901143081	4TH Q 2018 UC-07980402	R	1/15/2019		423.62CR	111402	423.62
3597	PAAPE DISTRIBUTING CO							
	I-006232	PUMPS	R	1/15/2019		47.50CR	111403	47.50
1	PATRICIA HUNT							
	I-2018	BOOKS	R	1/15/2019		20.00CR	111404	20.00
6234	PERMA-BOUND							
	I-180550600	GRANTEARLYLEARNINGKITS	R	1/15/2019		354.48CR	111405	354.48
4548	PLUM CREEK LIBRARY SYSTEM							
	I-IV24967	PATRONBARCODES	R	1/15/2019		18.00CR	111406	18.00
5504	RASMUSSEN, EMILIROSE							
	I-201901023012	ARCHIVEGRANT	R	1/15/2019		200.00CR	111407	
	I-201901033027	ARCHIVE GRANT MILEAGE TO AIRPO	R	1/15/2019		167.21CR	111407	367.21

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4607	REGENT BOOK CO I-57516	MATERIALS	R	1/15/2019		16.00CR	111408	16.00
6286	SCHWEEMAN'S CLEANERS, LLP I-578532-4 I-579762-4 I-580812-4 I-5819884	RUGS RUGS RUGS RUGS	R	1/15/2019		31.77CR 31.77CR 31.77CR 31.77CR	111409 111409 111409 111409	127.08
2318	SOUTHWEST SANITATION INC. I-201901093064	SRVC12/01-12/312018	R	1/15/2019		140.50CR	111410	140.50
4489	VERIZON WIRELESS I-9819866035	SRVC12/09-01/08	R	1/15/2019		59.55CR	111411	59.55
4740	WELLS FARGO-LIBRARY C-201901103069 C-7469216PX2X57D4EF I-#2469216PH2XVRIYEO I-2407314PGS66HGSQ0 I-2421073PK2DJJ1BL5 I-2432743P3F573MTJ5 I-2444500PD017FBMX I-24692169J2X8PJQMX I-2469216PJ2XKN7LT2 I-249215P4JHEB4FRW	CASHVOIDEDCHECK REFUNDSALESTAX LABELPRINTERS CARRMEMORIAL LABELS BOARD STAMPS STORAGETUBS BARCODESCANNERS LIBRARYWORKS	R	1/15/2019		983.84 30.02 338.38CR 280.43CR 132.10CR 60.00CR 20.00CR 126.11CR 411.23CR 49.00CR	111412 111412 111412 111412 111412 111412 111412 111412 111412 111412	403.39

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	26	0.00	24,082.79	24,082.79
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	27	0.00	24,082.79	24,082.79

1/15/2019 8:22 AM
PACKET: 06658 12/31/18 LIBRARY
VENDOR SET: 01
BANK : AP REG AP

A / P CHECK REGISTER
**** CHECK LISTING ****

PAGE: 4

ERROR LISTING

CHECK #	VENDOR	NAME	PAGE	ERROR MESSAGE	NOTES
111412	01-4740	WELLS FARGO-LIBRARY	3	CHECK DATE < ITEM DATE	TRAN NO#: I-2407314PGS66
TOTAL ERRORS: 0		TOTAL WARNINGS: 1			

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
211	1/2019	24,082.79CR
=====		
ALL		24,082.79CR



PLUMBING PERMIT LIST
January 23, 2019

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
BISBEE PLUMBING & HEATING	302 COLLEGE DR W	INTERIOR REMODEL	2,500.00
BISBEE PLUMBING & HEATING	348 MAIN ST W	INTERIOR REMODEL	3,500.00
BAYERKOHLER, GLENN & CAROLYN	601 ARBOR CT	INTERIOR REMODEL	500.00



SIGN PERMIT LIST
January 23, 2019

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
Ace Signs	300 BRUCE ST S	N/A	4,100.00



BUILDING PERMIT LIST
January 23, 2019

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
GESKE HOME IMPROVEMENT CO.	101 WHITNEY ST S	Windows	28,000.00
RUND, CRAIG A & JANETH	1003 2ND ST S	INTERIOR & EXTERIOR REMC	2,000.00
RUND, CRAIG A & JANETH	1003 2ND ST S	INTERIOR REMODEL	600.00
THOFT BUILT CONSTRUCTION LLC	1108 BRUCE CIR	Windows	17,000.00
DEINES, DAVID J & KIMBERLY K	116 MCFARLAND CIR	OVERHEAD GARAGE DOOR	3,100.00
TRIO PLUMBING & HEATING	703 COLLEGE DR E	HVAC	3,000.00

February 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 4:30 p.m. Airport Commission	6 4:45 p.m. Community Services Advisory Board	7	8	9
10	11 3:30 p.m. Public Housing Commission 4:00 p.m. Library Board	12 5:30 p.m. Regular City Council Meeting	13 5:30 p.m. Planning Commission	14	15	16
17	18 City Hall Closed – Presidents Day	19 4:30 p.m. Marshall Municipal Utilities Commission	20 12:00 p.m. EDA	21 2:00 p.m. CVB Board Meeting	22	23
24	25	26 5:30 p.m. Regular City Council Meeting	27	28		

March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 4:30 p.m. Airport Commission	6 4:45 p.m. Community Services Advisory Board	7	8	9
10	11 3:30 p.m. Public Housing Commission 4:00 p.m. Library Board	12 5:30 p.m. Regular City Council Meeting	13 12:00 p.m. Adult Community Center 5:30 p.m. Planning Commission	14	15	16
17	18	19 4:30 p.m. Marshall Municipal Utilities Commission	20 12:00 p.m. EDA	21 2:00 p.m. CVB Board Meeting	22	23
24	25	26 5:30 p.m. Regular City Council Meeting	27	28	29	30
31						

April 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 4:30 p.m. Airport Commission	3	4	5	6
7	8 3:30 p.m. Public Housing Commission 4:00 p.m. Library Board	9 5:30 p.m. Regular City Council Meeting	10 5:30 p.m. Planning Commission	11	12	13
14	15	16 4:30 p.m. Marshall Municipal Utilities Commission	17 12:00 p.m. EDA	18 2:00 p.m. CVB Board Meeting	19	20
21	22	23 5:30 p.m. Regular City Council Meeting	24	25	26	27
28	29	30				