



CITY OF MARSHALL
Public Improvement & Transportation
Committee
A g e n d a
Tuesday, May 28, 2024 at 9:00 AM
344 W. Main St., City Hall

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Consider Approval of the Minutes

NEW BUSINESS

2. MERIT Center/Industrial Park Drainage Discussion

OTHER BUSINESS ITEMS

ADJOURN

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.

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Chair
Meeting Date:	Tuesday, May 28, 2024
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider Approval of the Minutes
Background Information:	Enclosed are the minutes from the previous meeting.
Fiscal Impact:	
Alternative/ Variations:	Staff encourages Members to provide any suggested corrections to the minutes in writing to City Clerk, Steven Anderson, prior to the meeting.
Recommendations:	That the minutes from the previous meeting be approved as filed with each member and that the reading of the same be waived.

MINUTES
PUBLIC IMPROVEMENT/TRANSPORTATION COMMITTEE MEETING
May 9, 2024
8:00 AM

MEMBERS PRESENT: Craig Schafer, James Lozinski, John Alcorn

MEMBERS ABSENT: None

STAFF PRESENT: Jason Anderson, Director of Public Works/City Engineer;
Eric Hanson, Assistant City Engineer;
Sharon Hanson, City Administrator; and

OTHERS PRESENT: Troy Gilchrist (via Zoom), Kennedy & Graven Attorney; and
John Biren, Lyon County Planning and Zoning Administrator
Josh Stier (via Zoom), Bolten & Menk Engineer

Call to Order

Schafer called the meeting to order at 8:00 am.

1. Consider Approval of the Minutes

MOTION MADE BY Lozinski to approve the minutes as presented, SECOND BY ALCORN. The motion passed. 3-0.

2. Industrial Park/MERIT Center Draining Review

Anderson did a high-level overview of the outlet pipe that was installed in 2021 near the MERIT Center. Gene Bossuyt, one of the property owners of the private ditch, where the MERIT ponds outlet believed that the outlet was overwhelming the private ditch. The existing ponds at the MERIT Center used to connect on the east of the MERIT Center towards Highway 59 that connected to a 16" private tile and after the MERIT Center project a 30" pipe was installed along the property line to the north and connected to an outlet on the southeast corner of the SENW of Section 29 in Fairview Township further to the west of the original location. The portion of the east tile that connected to the 16" private tile was abandoned. The industrial park area drained north into the MERIT Center retention ponds. Anderson showed historical aerial photographs of the area before and after the MERIT ponds to show how well the retention ponds were working and preventing excess water flowing over the land of neighboring property owners. An easement offer was extended by city staff to Bossuyt and was declined.

Schafer asked about JD 6 and how benefits worked with private ditches. John Biren confirmed that the City of Marshall had petitioned to outlet into JD 6 and pay benefits like any other property owner that was benefited. Schafer asked about cleaning JD 6 costs and Biren thought it would roughly be \$1.50 per foot to clean out JD 6, but Biren didn't believe JD 6 needed to be cleaned out. The discussion pivoted to possible improvements to some culverts and crossings. If industrial park were to be continued to be developed water output from Marshall would only increase. Lozinski asked for confirmation on elevations and slope in varying directions outside Marshall. The Committee discussion moved to negotiation comments with the property owner. Josh Stier explained retention of the watershed area and how the MERIT ponds were holding water for 10-14 days and metered the water to the ditch at a much slower pace. Historical imagery showed that the property owner had water retention issues before the city installed the 30" pipe to the west. Biren provided insight into the area and how benefited acres were allocated and suggested that the city possibly hire ditch viewers to come up with benefit amounts. Biren also explained the petition process to possibly get a lateral into JD 6. Gilchrist asked about the possibility of moving the outlet. Anderson said it would probably cost more money than the requested amount by Bossuyt to bypass his property and install new tile to get to JD 6. The DeVos family and Mosch family several years ago paid Bossuyt to outlet into his ditch. Anderson talked about drainage data for the area and that the City of Marshall water was not negatively impacting the watershed. Anderson

asked the committee if they wanted to initiate a project for a bigger culvert at 300th Street to help alleviate some of the bottleneck from the Bossuyt ditch. Gilchrist and Lozinski reminded the group that easements would need to be obtained from the Louwagie family that also shared the private ditch and not just Bossuyt. The committee agreed to meet with Bossuyt and try to discuss an easement agreement and possibly improving the culvert.

OTHER BUSINESS ITEMS

Eric Hanson brought up a traffic control review on South Whitney Street. Public input was received regarding traffic speeds through the neighborhood and near misses with pedestrians. South Whitney Street between East College Drive and Holy Redeemer School currently has no intersection control just south of Jean Avenue. Staff recommended installing stop signs on South Whitney at the East Marshall Street intersection.

MOTION MADE BY SCHAFFER, SECOND BY ALCORN to install a multi-way stop control on South Whitney Street and East Marshall Street. Lozinski abstained. The motion passed 2-0-1.

Hanson also requested direction on the MnDOT College Drive reconstruction project. As part of the reconstruction sewer connections to businesses along the corridor would be required. Anderson provided background on special assessments for service lines. Anderson suggested that sanitary sewer costs be recouped but other assessments for the project not be assessed and try to incorporate the other assessments into the 90/10 split with MnDOT. Hanson also brought up contaminated soils along the highway corridor and that the costs to mitigate were already being planned and budgeted for. Schaffer mentioned superfund availability to try to help offset some of the costs. The committee requested that staff use the standard cost per foot for the sewer assessments and to bring a feasibility report back to the committee.

Hanson informed the committee that the fences along South Fourth Street along the Redwood River were to be installed in 2024 but with the Highway 19 reconstruction MnDOT would be installing pipe under Fourth Street to the river. Instead of installing the new fencing and then having to remove it for the project city staff would like to delay portions of replacement until MnDOT finishes this portion of the reconstruction project. The committee agreed that the delay of the fence installation made sense.

Hanson asked if additional discussion was needed for the handicap parking spaces at the post office. The committee agreed that additional discussion was not needed and that additional stalls on Lyon Street did not need to occur.

Adjourn

At 9:41am MOTION BY LOZINSKI SECOND BY ALCORN to adjourn. The motion passed. 3-0.

Respectfully submitted,
Steven Anderson, City Clerk

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Steven Anderson
Meeting Date:	Tuesday, May 28, 2024
Category:	NEW BUSINESS
Type:	ACTION
Subject:	MERIT Center/Industrial Park Drainage Discussion
Background Information:	<p>The Public Improvement & Transportation Committee met with Lyon County and City of Marshall staff to discuss a concern a landowner was having with drainage into his private ditch from adjacent city property.</p> <p>The landowner agreed to meet with the PI&T Committee and also requested that John Biren, Planning and Zoning Administrator for Lyon County, also be present for the discussion.</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	To discuss drainage and options towards a mutual agreement.