



CITY OF MARSHALL
City Council Meeting
A g e n d a
Monday, August 10, 2026 at 5:30 PM
City Hall, 344 West Main Street

OPENING ITEMS

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Consider Approval of the Minutes of Meetings Held on July 28th

CONSENT AGENDA

2. Consider Approval of a Temporary Liquor License for the Marshall Area Chamber of Commerce on September 24, 2026
3. Consider Approval of the Bills/Project Payments

APPROVAL OF ITEMS PULLED FROM CONSENT

NEW BUSINESS

4. Ordinance Amending Salaries and Compensation of Mayor and Councilpersons
5. Authorize Ehlers, Inc. as City's Municipal Advisor
6. Tall Grass Liquor Annual Report
7. Accept Quote for 3 72" Merchandiser Coolers at Tall Grass Liquor

COUNCIL REPORTS

8. Commission/Board Liaison Reports
9. Councilmember Individual Items

STAFF REPORTS

10. City Administrator
11. Director of Public Works/City Engineer
12. City Attorney

ADMINISTRATIVE REPORTS

13. Administrative Brief

INFORMATION ONLY

14. Building Permits
15. Cash and Investments

MEETINGS

16. Upcoming Meetings

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.

One or more members of the Council may be joining remotely



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Mayor Byrnes
Meeting Date:	Monday, August 10, 2026
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider Approval of the Minutes of Meetings Held on July 28th
Background Information:	Enclosed are the minutes from the previous meetings.
Fiscal Impact:	
Alternative/ Variations:	Staff encourages City Council Members to provide any suggested corrections to the minutes in writing to City Clerk, Steven Anderson, prior to the meeting.
Recommendations:	That the minutes of the meetings held on July 28, 2026, 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, July 28, 2026**

The work session of the Common Council of the City of Marshall was held July 28, 2026, at City Hall, 344 West Main Street. The meeting was called to order at 3:30 P.M. by President Pro-Tem Craig Schafer. In addition to Schafer the following members were in attendance: James Lozinski, John Alcorn, See Moua-Leske and Amanda Schroeder. Absent: Robert Byrnes. Staff present included: Sharon Hanson; City Administrator; E.J. Moberg, Director of Administrative Services; Karla Drown, Finance Director; Emilie Larson, Administration Intern; and Steven Anderson, City Clerk.

Presentation of 2025 Audit Results

Doug Host, Principal at Clifton Larson Allen (CLA), presented the City of Marshall 2025 audit. Host reviewed required communication that included: CLAs responsibility under Generally Acceptance Auditing Standards; planned scope and timing of the audit; any significant accounting policies; corrected and uncorrected misstatements; and supplementary information pertaining to the audited financial statements. There was one finding that included one material audit adjustment and no noted legal compliance findings.

Adjournment

At 3:55 PM Motion made by Councilmember Schroeder, Seconded by Councilmember Alcorn to adjourn the work session. All voted in favor. The motion **Carried. 5-0.**

Attest:

City Clerk

Mayor

**CITY OF MARSHALL
WORK SESSION
M I N U T E S
Tuesday, July 28, 2026**

The work session of the Common Council of the City of Marshall was held July 28, 2026, at City Hall, 344 West Main Street. The meeting was called to order at 4:00 P.M. by President Pro-Tem Craig Schafer. In addition to Schafer the following members were in attendance: James Lozinski, John Alcorn, See Moua-Leske and Amanda Schroeder. Absent: Robert Byrnes. Staff present included: Sharon Hanson; City Administrator; E.J. Moberg, Director of Administrative Services; Emilie Larson, Administration Intern; and Steven Anderson, City Clerk.

Community Contribution Requests

Nick Leske for United Community Action Partnership was not present but communicated to Moberg that UCAP was not in need of a bus replacement in 2027. Therefore, UCAP would not be making a contribution request.

Christine DeGroot and Paula Nemes from the Marshall-Lyon County Library requested an increase of 6.8% from FY2026. The Lyon County commissioner liaison informed the Library Board that Lyon County would be likely pulling back funding for the library and possibly looking at a minimum maintenance of effort. Councilmembers had asked about the costs of running the Cottonwood and Balaton libraries. DeGroot said that MLCL paid for personnel cost, which was one part-time person at each location and access to the Plum Creek Library system which included all the digital options. Cottonwood and Balaton cities paid for the utilities at each library.

Jennifer Andries, Executive Director for the Lyon County Historical Society, requested \$29,000. Andries briefly reviewed the museum's finances and highlighted popular museum events.

Carol Purrington, representing the Marshall Area Fine Arts Council, thanked the council for allowing MAFAC to temporarily rent space within city hall. Since the move MAFAC had an increase in the number of members and sponsorship and were able to hire a new office manager. MAFAC requested \$9,500.

Brock Klaith and Mark Klaith of Marshall Festivals went over the history of the Sounds of Summer annual festival. Klaith explained the increasing costs of bands and fewer donations and the commitment of the festival to keep it free for all attendees. The Sounds of Summer Committee requested \$20,000 for 2027, an increase of \$10,000 from previous years.

Adjournment

At 4:55 PM Motion made by Councilmember Schroeder, Seconded by Councilmember Moua-Leske to adjourn the work session. All but Councilmember Lozinski voted in favor. The motion **Carried. 4-1.**

Attest:

City Clerk

Mayor

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, July 28, 2026**

The regular meeting of the Common Council of the City of Marshall was held July 28, 2026, at City Hall, 344 West Main Street. The meeting was called to order at 5:30 P.M. by President Pro-Tem Craig Schafer. In addition to Schafer the following members were in attendance: James Lozinski, John Alcorn, See Moua-Leske and Amanda Schroeder. Absent: Robert Byrnes. Staff present included: Sharon Hanson; City Administrator; Zac DesAutels, City Attorney (remote); E.J. Moberg, Director of Administrative Services; Quentin Brunsvold, Fire Chief; Dean Coudron, Public Ways Supervisor; Katie Brusven, Adult Community Center Coordinator; and Steven Anderson, City Clerk.

Consider Approval of the Minutes of Meeting Held on July 14th

There were no requests to amend the minutes.

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to approve the minutes from July 14, 2026, as presented. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Project AP-051: Self-Propelled Runway Snow Blower for Airport – 1) Consider Award of Bids; 2) Authorization to Submit FAA Grant Request

The Airport was in need of a new Runway Snow Blower to ensure safe airport operations after snowfall events. The Airport's existing Runway Snow Blower was a 1983 model that is 43 years old and has reached the end of its useful life. Bids were received on July 9, 2026, with one bid from M-B Companies Inc. of Chilton, Wisconsin, in the amount of \$706,175.11. With Council authorization, City staff would submit for an FAA Airport Improvement Program (AIP) and Airport Infrastructure Grant (AIG) funding to total 95% of the equipment cost. In addition, staff would submit for State Airport Funds (SAF) in the amount of 2.5% of equipment costs. The remaining 2.5%, estimated at \$17,654.38, was proposed to be covered with local dollars. The Airport CIP included this project in the budget for \$900,000 in total cost (including State and Federal share of project expenses). Funding share for the purchase was estimated at \$634,500 federal and \$265,500 Bonding Levy. Costs came in below budget estimate because the federal grant required a smaller, less flexible machine to meet FAA funding criteria. Originally, staff proposed a "class IV" machine that could drop the blower and allow attachment of a broom or plow. The FAA only allowed for a "class III" machine, and the proposed machine would be a blower only.

Motion made by Councilmember Alcorn, Seconded by Councilmember Schroeder to award the contract for AP-051 to M-B Companies Inc. of Chilton, Wisconsin in the amount of \$706,175.11 contingent on pending grant funding. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to authorize staff to submit FAA Grants to cover up to 95% of the equipment purchase price. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Approval of the Consent Agenda

Motion made by Councilmember Schroeder, Seconded by Councilmember Alcorn to approve the items on the consent agenda. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

- Declare Fire Chief's 2015 GMC Yukon as Surplus Property
- Introduction of an Ordinance Amending Salaries and Compensation of Mayor and Councilpersons
- Consider Approval of a Temporary Liquor License for the Marshall Area Chamber of Commerce on August 25, 2026

- Consider Approval of the Bills/Project Payments

Adult Community Center Annual Update

Katie Brusven, Adult Community Center Coordinator, gave her annual report. Highlights included over 2,000 scheduled events, over 15,000 logged participants, a kitchenette installation, and goals for 2027.

Airport Lease Agreements: 1) WPA Hangar Short-Term Lease Agreement--Lease of City Owned Aeronautical Facilities with Southwest Aviation Inc. (Term: July 1, 2026-June 30, 2027); 2) FBO Long-Term Lease Agreement--Facility Lease and Fixed Base Operator's Agreement with Southwest Aviation, Inc. (Term: August 1, 2026-December 31, 2031)

Administrator Hanson provided historical background and need for a Fixed Base Operator (FBO). City staff worked toward completing lease agreements between the city and its FBO, Midwest Aviation, over a long period of time. The prior lease agreement had expired, and city staff worked to get new lease agreements into place. Midwest Aviation was responsible for supporting aircraft, passengers, and flight crews at the Marshall Airport through services such as fueling, parking, hangar space, ground handling, and related aviation support services. Included for consideration was a short-term lease agreement for the "WPA Hangar", located at 1602 W. College Drive—the furthest east building on the property, located near the highway. The lease agreement was a one-year lease with the FBO for the entire 8,000 sq ft of hangar area. The lease included a requirement to provide space for one aircraft from another business, Great Plains Application, for a limited monthly amount. The agreement would be for one year to see how the arrangement would work. Within the next year, staff planned to meet with the FBO and Great Plains Application to discuss the arrangement.

Members of the Airport Commission and Council liaison to the Airport Commission have been involved with discussions between the City and the FBO for a new five-year lease agreement, with four additional option terms for five-year extensions. Throughout the duration of the lease agreement negotiations, staff worked to establish a marketable rate for the hangars and buildings, while also acknowledging the contributions to the City and the airport that are provided by our FBO. Services provided by the FBO included staffing the Arrival/Departure building during typical workday hours, ensuring that the fuel dispensing station was functional, providing after-hours staffing for services on-call, providing fueling services by truck for aircraft as necessary, providing for aircraft repair and maintenance, and coordinating aircraft storage for transient aircraft. The buildings occupied by the FBO that are included with the long-term lease agreement included: office space in the Arrival/Departure Building, lobby/common space in the Arrival/Departure Building, 1985 Hangar, 2002 Hangar, Red Baron (hangar and paint booth only), and access to the parking lots and the existing fuel farm that was located on the airfield and owned and operated by the FBO.

Motion made by Councilmember Lozinski, Seconded by Councilmember Alcorn to ratify the short-term lease agreement for 1602 W. College Drive between Midwest Aviation and the City of Marshall. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Motion made by Councilmember Lozinski, Seconded by Councilmember Moua-Leske to approve the long-term lease agreement with Midwest Aviation. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Commission/Board Liaison Reports

Byrnes	Absent.
Alcorn	No report.
Lozinski	No report.

Moua-Leske	DEI Commission received a presentation from the Hindi Store owner and also an update on their Juneteenth event.
Schafer	MERIT Center had a large number of bookings and classes since the beginning of the year. The commission was very excited for the continuation of the gun range project.
Schroeder	EDA reported that Tapestry had submitted their application to Minnesota Housing for grant funding to build an affordable housing complex on Legion Field Road.

Councilmember Individual Items

Councilmember Moua-Leske wished SWIF a happy 40th year anniversary and provided an update on The Splash! Aquatic Park.

Councilmember Schafer also talked about The Splash! Aquatic Park and thanked all of the people in the community that helped.

Councilmember Schroeder thanked all that assisted during the state baseball tournament that was held in Marshall.

City Administrator

National Night Out would be occurring on August 4th.

City Attorney

No report.

Information Only

There were no questions about the Information Only items.

Upcoming Meetings

There were no questions on the Upcoming Meetings.

Adjournment

At 6:15 PM Motion made by Councilmember Moua-Leske, Seconded by Councilmember Schroeder to adjourn the meeting. Voting Yea: Councilmember Alcorn, Councilmember Lozinski, Councilmember Moua-Leske, Councilmember Schafer, Councilmember Schroeder. The motion **Carried. 5-0**

Attest:

City Clerk

Mayor

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Steven Anderson
Meeting Date:	Monday, August 10, 2026
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Approval of a Temporary Liquor License for the Marshall Area Chamber of Commerce on September 24, 2026
Background Information:	The Marshall Area Chamber of Commerce will be holding a new <u>Get to Know Them</u> event on September 24, 2026, at SMSU located at 1501 State Street and will be serving refreshments to participants. All temporary liquor licenses require municipal approval and final approval from the Alcohol and Gambling Enforcement Division.
Fiscal Impact:	\$75/license
Alternative/ Variations:	None recommended.
Recommendations:	To approve the temporary on-sale liquor license for the Marshall Area Chamber of Commerce at 1501 State Street on September 24, 2026.



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 41-0395440
Address 317 WEST MAIN ST, SUITE 2		City MARSHALL	State MN
		Zip Code 56258	
Name of person making application BRAD GRUITOT		Business phone 507-532-4484	Home phone
Date(s) of event SEPTEMBER 24th, 2026		Type of organization ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit	
Organization officer's name LESLIE HART		City MARSHALL	State MN
		Zip Code 56258	
Organization officer's name 		City 	State MN
		Zip Code 	
Organization officer's name 		City 	State MN
		Zip Code 	
Organization officer's name 		City 	State MN
		Zip Code 	

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

**SOUTHWEST MINNESOTA STATE UNIVERSITY
1501 STATE STREET, MARSHALL, MN 56258**

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

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

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	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 BY EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Karla Drown
Meeting Date:	Monday, August 10, 2026
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Approval of the Bills/Project Payments
Background Information:	Staff encourage 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, Jason Anderson at 537-6051 or Finance Director, Karla Drown at 537-6764
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	The following bills and project payments be authorized for payment.



Marshall, MN

Check Report

By Vendor Name

Date Range: 07/25/2026 - 08/07/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-REG AP						
4549	A & B BUSINESS, INC	08/07/2026	EFT	0.00	2,432.67	25056
6128	ACTION COMPANY LLC	08/07/2026	EFT	0.00	148,172.57	25057
0548	ACTION SPORTS INC	08/07/2026	EFT	0.00	493.99	25058
0560	AFSCME COUNCIL 65 AFL-CIO	08/07/2026	EFT	0.00	1,267.20	25059
0567	ALEX AIR APPARATUS 2 LLC	07/31/2026	EFT	0.00	243.95	24997
0578	AMAZON CAPITAL SERVICES, INC.	07/31/2026	EFT	0.00	1,414.51	24998
0578	AMAZON CAPITAL SERVICES, INC.	08/07/2026	EFT	0.00	1,425.54	25060
2701	ANDERSON, JASON	08/07/2026	EFT	0.00	80.00	25061
8091	ANTHONY, LEAH	08/07/2026	Regular	0.00	360.00	127432
0658	AP DESIGN, INC.	07/31/2026	EFT	0.00	3,295.00	24999
0658	AP DESIGN, INC.	08/07/2026	EFT	0.00	72.40	25062
6883	AT&T MOBILITY II LLC	08/07/2026	Regular	0.00	38.73	127433
5702	B & H PHOTO & ELECTRONICS CORP	07/31/2026	EFT	0.00	467.24	25000
2362	BAUMANN, ADAM	08/07/2026	EFT	0.00	40.00	25063
0682	BEACON ATHLETICS LLC	07/31/2026	Regular	0.00	668.05	127411
8151	BEEK, JENNIFER	07/31/2026	Regular	0.00	200.00	127412
0688	BELLBOY CORPORATION	07/31/2026	EFT	0.00	9,739.54	25001
0688	BELLBOY CORPORATION	08/07/2026	EFT	0.00	6,731.80	25064
0003	BEND RITE CUSTOM FABRICATION, INC.	08/07/2026	EFT	0.00	1,239.49	25065
0699	BEVERAGE WHOLESALERS, INC.	07/31/2026	Regular	0.00	42,692.38	127413
0699	BEVERAGE WHOLESALERS, INC.	08/07/2026	Regular	0.00	31,063.56	127434
8300	BINZAK, MICHAEL	07/31/2026	Regular	0.00	675.00	127415
4628	BNSF RAILWAY COMPANY	08/07/2026	Regular	0.00	2,804.35	127436
0724	BOLTON & MENK INC	07/31/2026	EFT	0.00	5,444.00	25002
0726	BORCH'S SPORTING GOODS, INC.	07/31/2026	EFT	0.00	950.00	25003
0018	BORDER STATES INDUSTRIES, INC.	08/07/2026	EFT	0.00	174.73	25066
8279	BRATSCH, SHANTE	07/31/2026	Regular	0.00	50.00	127416
3829	BRAU BROTHERS	07/31/2026	EFT	0.00	667.00	25004
3829	BRAU BROTHERS	08/07/2026	EFT	0.00	406.00	25067
4457	BREAKTHRU BEVERAGE MINNESOTA WINE & SF	07/31/2026	EFT	0.00	3,151.30	25005
4457	BREAKTHRU BEVERAGE MINNESOTA WINE & SF	08/07/2026	EFT	0.00	3,470.45	25068
0186	BRUNSVOLD, QUENTIN	08/07/2026	EFT	0.00	40.00	25069
3413	BRUSVEN, KATHERINE	08/07/2026	EFT	0.00	40.00	25070
0204	BUYSSE, JASON	08/07/2026	EFT	0.00	40.00	25071
7590	BZDOK, CHARLENE ANN	07/31/2026	EFT	0.00	750.00	25006
6744	C&L DISTRIBUTING	07/31/2026	EFT	0.00	1,821.60	25007
0216	CALLENS, DAVID	08/07/2026	EFT	0.00	40.00	25072
0802	CARLSON & STEWART REFRIGERATION, INC.	08/07/2026	EFT	0.00	5,530.63	25073
0239	CAUWELS, ROGER	08/07/2026	EFT	0.00	40.00	25074
2034	CHANGE FUND	08/07/2026	Regular	0.00	100.00	127437
0836	CHARTER COMMUNICATIONS, LLC	08/07/2026	EFT	0.00	84.99	25075
7165	CITY HIVE, INC.	08/07/2026	Bank Draft	0.00	66.73	DFT0006213
5733	CLARITY TELECOM, LLC	07/31/2026	EFT	0.00	1,680.27	25008
5733	CLARITY TELECOM, LLC	08/07/2026	EFT	0.00	141.08	25076
8090	CLIFTONLARSONALLEN LLP	08/07/2026	Regular	0.00	2,100.00	127438
7183	CLOVER	08/07/2026	Bank Draft	0.00	29.95	DFT0006207
0272	COUDRON, DEAN	08/07/2026	EFT	0.00	40.00	25077
0920	CULLIGAN WATER CONDITIONING OF MARSHAL	08/07/2026	Regular	0.00	177.00	127440
3819	DACOTAH PAPER CO	07/31/2026	EFT	1.42	141.00	25009
3819	DACOTAH PAPER CO	08/07/2026	EFT	0.55	148.26	25078
7102	DAHLHEIMER BEVERAGE	07/31/2026	EFT	0.00	4,158.45	25010
7406	DECOMM VENTURES, LP	07/31/2026	EFT	0.00	1,050.00	25011
3259	DEUTZ, LAUREN	08/07/2026	EFT	0.00	80.00	25079
5731	DOLL DISTRIBUTING LLC	07/31/2026	EFT	0.00	28,030.42	25012

Check Report

Date Range: 07/25/2026 - 08/07/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5731	DOLL DISTRIBUTING LLC	08/07/2026	EFT	0.00	20,152.41	25080
0380	DUBS, SHEILA	08/07/2026	EFT	0.00	40.00	25081
1020	DUININCK, INC.	07/31/2026	EFT	0.00	452.12	25013
5651	ELECTRO-CHEMICAL DEVICES INC	08/07/2026	EFT	0.00	268.76	25082
8324	EVERGREEN LAWN SERVICE, LLC	08/07/2026	EFT	0.00	8,595.94	25083
6412	FARMWARD COOPERATIVE	08/07/2026	Regular	0.00	261.98	127441
1090	FASTENAL COMPANY	08/07/2026	EFT	0.00	743.88	25084
6944	FAUL, KIRI ANN	08/07/2026	EFT	0.00	675.00	25085
7828	FISERV/MERCHANT BANK	08/07/2026	Bank Draft	0.00	1,244.21	DFT0006211
7073	FIXEN CHIROPRACTIC	08/07/2026	EFT	0.00	230.00	25086
8325	FORWARD FOCUSED LIVING	08/07/2026	Regular	0.00	150.00	127442
1158	GALLS INC	07/31/2026	EFT	0.00	535.38	25014
7640	GARVIN HEIGHTS VINEYARDS, LLC	08/07/2026	Regular	0.00	172.68	127443
7977	GOBLIRSCH, EMILY	07/31/2026	EFT	0.00	2,430.00	25015
1215	GREENWOOD NURSERY	08/07/2026	EFT	0.00	325.00	25087
8323	GREIG, AL	08/07/2026	Regular	0.00	500.00	127444
3349	HARRIS, DARREN	08/07/2026	EFT	0.00	32.06	25088
1247	HARTS HEATING & REFRIGERATION INC	08/07/2026	EFT	0.00	287.85	25089
1287	HILLYARD INC	07/31/2026	Regular	0.00	1,044.45	127417
3686	HOEKSTRA, MATTHEW	08/07/2026	EFT	0.00	40.00	25090
2153	HOFFMANN, RYAN	08/07/2026	EFT	0.00	40.00	25091
3555	HOLDEN, NATHAN	07/31/2026	EFT	0.00	150.00	25016
6324	HOOK, MATT	07/31/2026	EFT	0.00	50.00	25017
1311	HY-VEE, INC	07/31/2026	Regular	0.00	105.82	127418
1325	ICMA RETIREMENT TRUST #300877	07/31/2026	Bank Draft	0.00	50.00	DFT0006192
1358	INTERNAL REVENUE SERVICE	07/31/2026	Bank Draft	0.00	39,155.18	DFT0006200
1358	INTERNAL REVENUE SERVICE	07/31/2026	Bank Draft	0.00	29,245.65	DFT0006201
1358	INTERNAL REVENUE SERVICE	07/31/2026	Bank Draft	0.00	11,491.64	DFT0006202
1399	JOHNSON BROTHERS LIQUOR COMPANY	07/31/2026	EFT	0.00	8,962.17	25020
1399	JOHNSON BROTHERS LIQUOR COMPANY	08/07/2026	EFT	0.00	11,247.08	25092
2036	JOHNSON BROTHERS LIQUOR COMPANY	07/31/2026	EFT	0.00	17,259.50	25019
2036	JOHNSON BROTHERS LIQUOR COMPANY	08/07/2026	EFT	0.00	4,478.23	25095
2605	JOHNSON BROTHERS LIQUOR COMPANY	08/07/2026	EFT	0.00	565.63	25094
5447	JOHNSON BROTHERS LIQUOR COMPANY	07/31/2026	EFT	0.00	2,154.51	25018
5447	JOHNSON BROTHERS LIQUOR COMPANY	08/07/2026	EFT	0.00	1,576.25	25093
1417	KENNEDY & GRAVEN, CHARTERED	08/07/2026	EFT	0.00	6,720.00	25096
5095	KIBBLE EQUIPMENT LLC	07/31/2026	EFT	0.00	2,269.74	25021
2019	KIWI KAI IMPORTS, INC.	07/31/2026	EFT	0.00	984.00	25022
0785	KOPITSKI, JASON	08/07/2026	EFT	0.00	40.00	25097
4140	KRUSE FORD LINCOLN , INC	07/31/2026	EFT	0.00	211.66	25023
7949	KUTAK ROCK LLP	07/31/2026	EFT	0.00	1,194.00	25024
1480	LAW ENFORCEMENT LABOR SERVICE INC	08/07/2026	EFT	0.00	1,460.00	25098
2625	LEE, JERRED	08/07/2026	EFT	0.00	40.00	25099
1508	LOCKWOOD MOTORS INC	07/31/2026	EFT	0.00	14.60	25025
1508	LOCKWOOD MOTORS INC	08/07/2026	EFT	0.00	43.40	25100
7126	LOTHRINGER, PETER	07/31/2026	Regular	0.00	100.00	127419
3065	LUTHER, ERIC	08/07/2026	EFT	0.00	40.00	25101
1531	LYON COUNTY	08/07/2026	EFT	0.00	344.80	25102
1531	LYON COUNTY	08/07/2026	EFT	0.00	2,815.00	25103
1531	LYON COUNTY	08/07/2026	EFT	0.00	90.67	25104
1565	MACQUEEN EQUIPMENT INC.	08/07/2026	EFT	0.00	2,797.05	25105
1571	MADISON NATIONAL LIFE INSURANCE COMPAN	08/07/2026	EFT	0.00	1,177.40	25106
8313	MARCHINGTON, BENJAMIN	07/31/2026	Regular	0.00	150.00	127420
1604	MARSHALL AREA CHAMBER OF COMMERCE	07/31/2026	EFT	0.00	250.00	25026
1604	MARSHALL AREA CHAMBER OF COMMERCE	08/07/2026	EFT	0.00	600.00	25107
1616	MARSHALL CONVENTION & VISITORS BUREAU	08/07/2026	EFT	0.00	7,000.00	25108
5813	MARSHALL LUMBER CO	07/31/2026	EFT	0.00	119.95	25027
5813	MARSHALL LUMBER CO	08/07/2026	EFT	0.00	833.98	25109
1633	MARSHALL MUNICIPAL UTILITIES	08/07/2026	EFT	0.00	113,449.29	25110
0933	MARSHALL, JAMES	08/07/2026	EFT	0.00	80.00	25113
6733	MARTI, GEORGE & PAULA	07/31/2026	Regular	0.00	378.00	127421

Check Report

Date Range: 07/25/2026 - 08/07/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
7077	MEDSURETY, LLC	07/31/2026	Bank Draft	0.00	12,705.44	DFT0006196
7077	MEDSURETY, LLC	07/31/2026	Bank Draft	0.00	285.00	DFT0006205
7077	MEDSURETY, LLC	07/31/2026	Bank Draft	0.00	179.06	DFT0006206
2719	MELLENTIN, CODY	07/31/2026	EFT	0.00	116.36	25028
2719	MELLENTIN, CODY	08/07/2026	EFT	0.00	52.00	25114
4980	MENARDS INC	07/31/2026	EFT	0.00	677.56	25029
4980	MENARDS INC	08/07/2026	EFT	0.00	241.02	25115
1704	MESERB	08/07/2026	Regular	0.00	5,133.70	127445
8185	METROPOLITAN LIFE INSURANCE COMPANY	07/31/2026	EFT	0.00	456.26	25030
8185	METROPOLITAN LIFE INSURANCE COMPANY	08/07/2026	EFT	0.00	10,118.26	25116
0973	MEULEBROECK, ANDY	08/07/2026	EFT	0.00	40.00	25118
6388	MIDWEST ALARM COMPANY, INC	08/07/2026	EFT	0.00	119.85	25119
8322	MILLER, RICHARD	08/07/2026	Regular	0.00	500.00	127446
1757	MINNESOTA CHILD SUPPORT PAYMENT CENTER	07/31/2026	Bank Draft	0.00	155.97	DFT0006195
1818	MINNESOTA DEPARTMENT OF REVENUE	07/31/2026	Bank Draft	0.00	15,914.65	DFT0006203
1784	MINNESOTA DEPARTMENT OF TRANSPORTATION	07/31/2026	Regular	0.00	1,077.54	127422
3669	MINNESOTA STATE RETIREMENT SYSTEM	07/31/2026	Bank Draft	0.00	12,526.94	DFT0006198
3453	MOBERG, E.J.	08/07/2026	EFT	0.00	80.00	25120
8318	MOMMA MARIA'S	08/07/2026	Regular	0.00	50.00	127447
8321	MOO, LA	08/07/2026	Regular	0.00	500.00	127448
1923	NCPERS MN GROUP LIFE INS.	08/07/2026	EFT	0.00	176.00	25121
1945	NORMS GTC	08/07/2026	Regular	0.00	296.56	127449
7166	NORTHAMERICAN BANCARD/EPX	08/07/2026	Bank Draft	0.00	15,159.49	DFT0006208
5891	ONE OFFICE SOLUTION	07/31/2026	EFT	0.00	3.99	25031
5891	ONE OFFICE SOLUTION	08/07/2026	EFT	0.00	61.56	25122
8203	ONTIME PETROLEUM	07/31/2026	EFT	0.00	2,496.90	25032
3809	O'REILLY AUTOMOTIVE STORES, INC	07/31/2026	EFT	0.00	338.97	25033
8317	ORTIZ, SILVIA DEL CARMEN	07/31/2026	Regular	0.00	100.00	127423
1243	PATZERS INC	07/31/2026	EFT	0.00	39.66	25034
1243	PATZERS INC	08/07/2026	EFT	0.00	51.00	25123
7168	PAYLIDIFY/GATEWAY SERVICES	08/07/2026	Bank Draft	0.00	18.28	DFT0006212
7163	PAYLIDIFY/MERCHANT BANK	08/07/2026	Bank Draft	0.00	667.15	DFT0006209
7163	PAYLIDIFY/MERCHANT BANK	08/07/2026	Bank Draft	0.00	108.19	DFT0006210
2026	PEPSI COLA BOTTLING OF PIPESTONE MN INC	08/07/2026	EFT	0.00	71.00	25124
7053	PERFORMANCE FOOD GROUP, INC.	07/31/2026	EFT	0.00	1,985.98	25035
8276	PETERSEN, MARCILYN M.	07/31/2026	EFT	0.00	150.00	25036
2049	PLUNKETTS PEST CONTROL INC	07/31/2026	EFT	0.00	47.05	25037
8319	POCHARDT, KELLY	08/07/2026	EFT	0.00	285.00	25125
8316	PRAIRIE COMMUNITY SERVICES	07/31/2026	Regular	0.00	50.00	127424
1163	PRZYBILLA, SCOTT	08/07/2026	EFT	0.00	40.00	25126
2028	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	07/31/2026	Bank Draft	0.00	64,163.71	DFT0006197
6166	PULVER MOTOR SERVICE, LLC	07/31/2026	EFT	0.00	80.00	25038
6166	PULVER MOTOR SERVICE, LLC	08/07/2026	EFT	0.00	292.00	25127
7322	QUADIENT FINANCE USA, INC	07/31/2026	EFT	0.00	19.99	25039
2096	QUARNSTROM & DOERING, PA	08/07/2026	EFT	0.00	6,800.00	25128
6267	RATWIK, ROSZAK & MALONEY, PA	07/31/2026	EFT	0.00	2,921.00	25040
2125	RIEKE, BENJAMIN	08/07/2026	EFT	0.00	40.00	25129
1211	ROKEH, JASON	08/07/2026	EFT	0.00	40.00	25130
2201	RUNNING SUPPLY, INC	07/31/2026	EFT	0.00	120.97	25041
2201	RUNNING SUPPLY, INC	08/07/2026	EFT	0.00	4.76	25131
2470	SANDGREN, KAYLYNN	08/07/2026	EFT	0.00	40.00	25132
0630	SCIH ICE HOLDINGS INC	07/31/2026	EFT	0.00	396.42	25042
0630	SCIH ICE HOLDINGS INC	08/07/2026	EFT	0.00	615.36	25133
4939	SCP DISTRIBUTORS LLC	07/31/2026	EFT	0.00	1,509.36	25043
2271	SHORT ELLIOTT HENDRICKSON INC	07/31/2026	Regular	0.00	34,252.00	127425
4009	SKY PRINTING, INC.	07/31/2026	Regular	0.00	125.65	127426
4855	SOUTHERN GLAZER'S WINE AND SPIRITS, LLC	07/31/2026	EFT	0.00	16,149.58	25044
4855	SOUTHERN GLAZER'S WINE AND SPIRITS, LLC	08/07/2026	EFT	0.00	8,522.75	25134
3495	SOUTHWEST MINNESOTA STATE UNIVERSITY	07/31/2026	EFT	0.00	1,080.00	25046
2318	SOUTHWEST SANITATION INC.	08/07/2026	EFT	0.00	3,501.62	25135
7922	SPEX CIRTIPREP, LLC	07/31/2026	Regular	0.00	90.02	127427

Check Report

Date Range: 07/25/2026 - 08/07/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
7922	SPEX CIRTIPREP, LLC	08/07/2026	Regular	0.00	722.06	127450
1271	STARK PRINTING INC.	08/07/2026	EFT	0.00	375.42	25136
1659	STELTER, GEOFFREY	08/07/2026	EFT	0.00	40.00	25137
1350	STENSrud, PRESTON	08/07/2026	EFT	0.00	40.00	25138
1378	SWANSON, GREGG	08/07/2026	EFT	0.00	40.00	25139
8138	THE LINCOLN NATIONAL LIFE INSURANCE COMI	08/07/2026	EFT	0.00	2,359.58	25140
0137	THE SHERWIN WILLIAMS CO., INC.	08/07/2026	Regular	0.00	165.72	127451
2599	THE WINE COMPANY	07/31/2026	EFT	0.00	1,052.00	25047
6709	THERMO KING OF SIOUX FALLS INC	07/31/2026	EFT	0.00	667.13	25048
2143	THOOFT ENTERPRISES LLC	08/07/2026	EFT	0.00	5,625.50	25142
2429	TOLTZ, KING, DUVALL, ANDERSON & ASSOCIATI	07/31/2026	EFT	0.00	2,539.31	25049
8320	TOWNE, ANTON	08/07/2026	Regular	0.00	500.00	127452
6786	TRUCK CENTER COMPANIES EAST LLC	08/07/2026	EFT	0.00	828.00	25143
6156	TRUE FABRICATIONS, INC.	07/31/2026	EFT	0.00	391.25	25050
3776	TRUWE, LACIE	08/07/2026	EFT	0.00	40.00	25144
8315	TYTAN ATHLETICS	07/31/2026	Regular	0.00	1,993.00	127428
5106	ULINE	08/07/2026	EFT	0.00	1,292.41	25145
0853	ULTIMATE SAFETY CONCEPTS, INC.	08/07/2026	EFT	0.00	337.96	25146
6126	UNITED COMMUNITY ACTION PARTNERSHIP	07/31/2026	EFT	0.00	32.50	25051
2499	US BANK	07/31/2026	EFT	0.00	3,400.00	25052
2499	US BANK	08/07/2026	EFT	0.00	3,500.00	25147
3443	VALIC DEFERRED COMP	07/31/2026	Bank Draft	0.00	1,044.62	DFT0006193
3443	VALIC DEFERRED COMP	07/31/2026	Bank Draft	0.00	446.16	DFT0006194
7900	VANDENDRIESSCHE, KANDICE FAY	08/07/2026	EFT	0.00	112.50	25148
8218	VANVELDHUIZEN, YVONNE	08/07/2026	Regular	0.00	500.00	127453
4489	VERIZON WIRELESS	08/07/2026	EFT	0.00	20.02	25149
6694	VESTIS GROUP, INC.	07/31/2026	Regular	0.00	130.12	127429
2538	VIKING COCA COLA BOTTLING CO.	07/31/2026	EFT	0.00	319.85	25053
2538	VIKING COCA COLA BOTTLING CO.	08/07/2026	EFT	0.00	272.65	25150
4594	VINOCOPIA INC	07/31/2026	EFT	0.00	1,637.50	25054
6085	VOYA - INVESTORS CHOICE	07/31/2026	Bank Draft	0.00	3,581.28	DFT0006199
5961	WAYNE'S TRACTOR REPAIR	07/31/2026	Regular	0.00	5,135.00	127430
5961	WAYNE'S TRACTOR REPAIR	08/07/2026	Regular	0.00	3,098.72	127454
7275	WEIS ENTERPRISES, INC.	07/31/2026	EFT	0.00	367.09	25055
8314	WERNER, LEON	07/31/2026	Regular	0.00	200.00	127431
3133	WILSON, SCOTT	08/07/2026	EFT	0.00	40.00	25151

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	53	41	0.00	138,412.09
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	21	21	0.00	208,239.30
EFT's	312	150	1.97	544,216.29
	386	212	1.97	890,867.68

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	53	41	0.00	138,412.09
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	21	21	0.00	208,239.30
EFT's	312	150	1.97	544,216.29
	386	212	1.97	890,867.68

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH FUND	7/2026	419,200.92
999	POOLED CASH FUND	8/2026	471,666.76
			890,867.68

**CITY OF MARSHALL, MINNESOTA
PRIOR AND CURRENT YEARS CONSTRUCTION CONTRACTS**

8/10/2026

PROJECT #:	Coding	DATE	Project	CONTRACTOR:	ORIGINAL CONTRACT AMOUNT:	CHANGE ORDERS	CURRENT CONTRACT AMOUNT	2025 Payments	2026 Prior Payments	PYMTS THIS MEETING:	RETAINAGE	BALANCE:	PERCENT COMPLETE
CH1	494-43300-55120	11/12/2019	City Hall Renovation	Brennan Companies	5,030,200.00	749,360.00	5,779,560.00				11,822.00	-	100.00%
St-001-2025	101-43300-53425	5/13/2025	Chip Seals	ASTECH	123,524.17	3,851.84	127,376.01	125,282.21	2,093.80		-	(0.00)	100.00%
PK-011	495-45200-55170	7/22/2025	C ST. / SOUTHVIEW TRAIL PROJECT	A&C Excavating, LLC	337,825.35		337,825.35	131,573.22	192,578.02		17,060.59	(3,386.48)	101.00%
WW-046	602-49500-55170	12/17/2025	Main Lift Pump & Valve	R&R Excavating, Inc.	1,552,931.38		1,552,931.38					1,552,931.38	0.00%
WW-001	602-49500-55170	3/10/2026	Sanitary sewer lining (College Dr)	SAK Construction	1,099,911.80		1,099,911.80					1,099,911.80	0.00%
ST-020	484-43300-55170	4/14/2026	S 5th Street (Saratoga to Main)	Action Company LLC	679,228.98	6,912.00	686,140.98		422,184.84	143,114.19	29,752.58	91,089.37	86.72%
ST-001-2026	101-43300-53425	4/24/2026	Chip Seals	Pearson Bros., Inc.	132,459.35		132,459.35					132,459.35	0.00%
ST-002	495-43300-55170	4/24/2026	Bituminous Overlay on Various City Streets	Duininck, Inc.	532,361.50	3,764.00	536,125.50		110,081.49		5,793.76	420,250.25	21.61%
ST-2026	495-43300-55170	4/24/2026	State Aid Street Overlays	Duininck, Inc.	485,609.50		485,609.50		171,868.30		9,045.70	304,695.50	37.26%
SWM-003	630-49600-55170	6/9/2026	Legion Field road stormwater study -phase 3	Towne & Country Excavating LLC	1,010,400.00		1,010,400.00					1,010,400.00	0%
PK-029	492-45300-53110	6/23/2026	Demolition of Aquatic Center (old)	Rogge Excavating Inc.	150,000.00		150,000.00					150,000.00	0%
					11,134,452.03	763,887.84	11,898,339.87	256,855.43		143,114.19	73,474.63	4,758,351.17	

Meeting Date:	Tuesday, July 28, 2026
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Ordinance Amending Salaries and Compensation of Mayor and Councilpersons
Background Information:	Chapter 2, Sec. 2.07 of the City of Marshall Charter requires salaries of the Councilmembers and Mayor to be discussed as an agenda item at the first council meeting in July of each year. After said discussions, the council shall set and determine said salaries in accordance with the applicable state law. Minnesota State Statute 415.11 allows for the governing body to fix their own salaries by ordinance in such amount as they deem reasonable. No change in salary shall take effect until after the next succeeding municipal election. In 2024 City Council adopted Ordinance 24-015 setting council salaries for 2025 and 2026 using a 3% increase. Mayor Salary – 2022: \$10,687.92 2023: \$11,008.66 2024: \$11,338.87 2025: \$11,679.04 2026: \$12,029.41 Councilpersons Salary – 2022: \$6,760.31 2023: \$6,963.32 2024: \$7,172.11 2025: \$7,387.27 2026: \$7,608.89 During the July 14, 2026, regular meeting council members voted on a 1.5% increase in salaries. Because salary changes cannot take effect until after the next succeeding municipal election (November 2028) a change in salaries beginning in 2028 would need to be approved now. As such, the ordinance amendment includes increases for both 2027 and 2028.
Fiscal Impact:	
Alternative/ Variations:	No increase in salaries and compensation for 2027.
Recommendations:	To adopt Ordinance 26-009 amending Ch. 2-53 Salaries and Compensation of Mayor and Councilpersons and authorize its summary publication.

**CITY OF MARSHALL
ORDINANCE 26-009**

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE III, DIVISION 1, SECTION
53 SALARIES AND COMPENSATION OF MAYOR AND COUNCILPERSONS**

The Common Council of the City of Marshall do ordain:

SECTION 1: **AMENDMENT** “Section 2-53 Salaries And Compensation Of Mayor And Councilpersons” of the Marshall Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Section 2-53 Salaries And Compensation Of Mayor And Councilpersons

Salaries and compensation of the mayor and councilpersons are hereby fixed as follows, which amounts are deemed reasonable:

- (a) Effective January 1, 202~~5~~⁷, the annual salary of the mayor shall be the sum of \$~~12,209.86~~^{12,393.16}~~11,679.04~~, which shall be payable in equal biweekly installments
- (b) Effective January 1, 202~~6~~⁸, the annual salary of the mayor shall be the sum of \$~~12,393.16~~^{12,393.16}~~12,029.41~~, which shall be payable in equal biweekly installments.
- (c) Effective January 1, 202~~5~~⁷, the annual salary of each councilmember shall be the sum of \$~~7,723.04~~^{7,838.74}~~7,387.27~~, which shall be payable in equal biweekly installments.
- (d) Effective January 1, 202~~6~~⁸, the annual salary of each councilmember shall be the sum of \$~~7,838.74~~^{7,838.74}~~7,608.89~~, which shall be payable in equal biweekly installments.
- (e) The mayor and any councilpersons attending any meeting or other business relating to the function of the city shall be entitled to reimbursement for their expenses, provided, that such reimbursement is authorized by the council. The provision shall not apply to attendance at regular and special council meetings or performing routine council business.

(Code 1976, § 2.10; Ord. No. 381 2nd series, § 1, 11-3-1997; Ord. No. 400 2nd series, § 1, 8-3-1998; Ord. No. 419 2nd series, § 1(2.10), 8-16-1999; Ord. No. 438, § 1, 8-7-2000; Ord. No. 465, § 1, 7-16-2001; Ord. No. 478 2nd series, § 1, 7-15-2002; Ord. No. 518 2nd series, § 1, 7-19-2004; Ord. No. 531 2nd series, § 1, 7-18-2005; Ord. No. 555 2nd series, § 1, 7-17-2006; Ord. No. 597 2nd series, § 1, 7-21-2008; Ord. No. 604 2nd series, § 1, 12-15-2008; Ord. No. 625 2nd series, § 1, 7-27-2010; Ord. No. 688, § 1, 7-22-2014; Ord. No. 710 2nd series, § 1, 7-26-2016; Ord. No. 754 2nd series, 7-28-2020)

Charter reference(s)—Salaries of mayor and council, § 2.07.

SECTION 2: **EFFECTIVE DATE** This Ordinance shall take effect after its passage and publication.

PASSED AND ADOPTED BY THE CITY OF MARSHALL COMMON COUNCIL

_____.

Presiding Officer

Attest

Robert Byrnes, Mayor, City of
Marshall

Steven Anderson, City Clerk, City of
Marshall

SUMMARY ORDINANCE NUMBER 26-009

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE III, DIVISION 1, SECTION 53 SALARIES AND
COMPENSATION OF MAYOR AND COUNCILPERSONS**

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

Section 1: City Code of Ordinances, Chapter 2, Section 53 is amended in summary as follows:

Effective January 1, 2027, the annual salary of the mayor shall be the sum of \$12,209.86, and effective January 1, 2028, the annual salary of the mayor shall be the sum of \$12,393.16.

Effective January 1, 2027, the annual salary of each councilmember shall be the sum of \$7,723.04, and effective January 1, 2028, the annual salary of each councilmember shall be the sum of \$7,838.74.

Section 2: It is hereby determined that publication of this Title and Summary Ordinance will clearly inform the public of the intent and effect of Ordinance No. 26-009.

It is hereby directed that only the above Title and Summary of Ordinance No. 26-009 be published conforming to Minnesota Statutes §331A.01 with the following:

NOTICE

Persons interested in reviewing a complete copy of the Ordinance may do so online at ci.marshall.mn.us or at the office of the City Clerk, City Offices, 344 West Main Street, Marshall, Minnesota 56258.

Section 3: This Ordinance shall take effect after its passage and summary publication.

Passed and adopted by the Common Council this 10th day of August 2026.

THE COMMON COUNCIL
Robert Byrnes
Mayor of the City of Marshall, MN

ATTEST:
Steven Anderson
City Clerk

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	E.J. Moberg
Meeting Date:	Monday, August 10, 2026
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Authorize Ehlers, Inc. as City's Municipal Advisor
Background Information:	A municipal advisor (MA) is a financial professional who provides guidance to state or local governments, school districts, and public authorities regarding the issuance of municipal bonds. They act in a strict fiduciary capacity and their core responsibilities include structuring debt, managing sales, market negotiations and managing compliance. The City of Marshall has worked with Baker Tilly since Baker Tilly purchased Springsted in January 2019. The City had worked with Springsted dating back decades (possibly the 1950s). Mikaela Huot was our assigned representative from Baker Tilly since Terri Heaton's retirement earlier this decade. Mikaela departed Baker Tilly a few months ago for a City Finance Director position. City staff met with representatives of other municipal advisory firms (Northland Securities and Ehlers) in Spring 2026 after Mikaela's departure. Services impacted by any change in municipal advisors includes: • Assistance with debt issuance • Meeting continuing disclosure requirements through EMMA • Monitoring existing debt for refunding opportunities • Performing arbitrage rebate calculations • Assisting with financial reviews of development proposals and negotiations related to the use of public subsidy • Providing guidance on potential economic development programs and activities • Performing tax increment financing (TIF) analysis and preparation of TIF documents • Performing tax abatement analysis, review, recommendations and preparation of documents • Preparing annual TIF reports for the Office of the State of Auditor

	The topic of municipal advisor was discussed at a Ways and Means Committee meeting in July. The Committee unanimously voted to accept the staff recommendation for a change in municipal advisors from Baker Tilly to Ehlers. Since then, staff from Ehlers have assisted the Economic Development Director with some economic development matters. Ehlers has professional services agreements for continuing disclosure and arbitrage services. Some municipalities and/or municipal advisors have formal professional services agreements for debt issuance and economic development work. Ehlers can provide a cancellation letter to place on City letterhead and send to Baker Tilly to cancel any continuing disclosure and arbitrage services agreement in place.
Fiscal Impact:	
Alternative/ Variations:	Continue using Baker Tilly as municipal advisor or select Northland Securities or some other firm as municipal advisor – which is not recommended by staff.
Recommendations:	Authorize City staff use Ehlers, Inc. as the City’s municipal advisor and to work with legal counsel, as necessary, to review and approve professional service agreements for continuing disclosure and arbitrage services.

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Eric Luther
Meeting Date:	Monday, August 10, 2026
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Tall Grass Liquor Annual Report
Background Information:	Tall Grass Liquor Store Manager Eric Luther will present the annual report
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	

Tall Grass Liquor

2025 Annual Report



This report is the City of Marshall's Municipal Liquor Operations Report outlining the liquor activities of Tall Grass Liquor over the past year. The information herein also provides a history of sales data and past events. This report includes analysis over the past five (5) calendar years.

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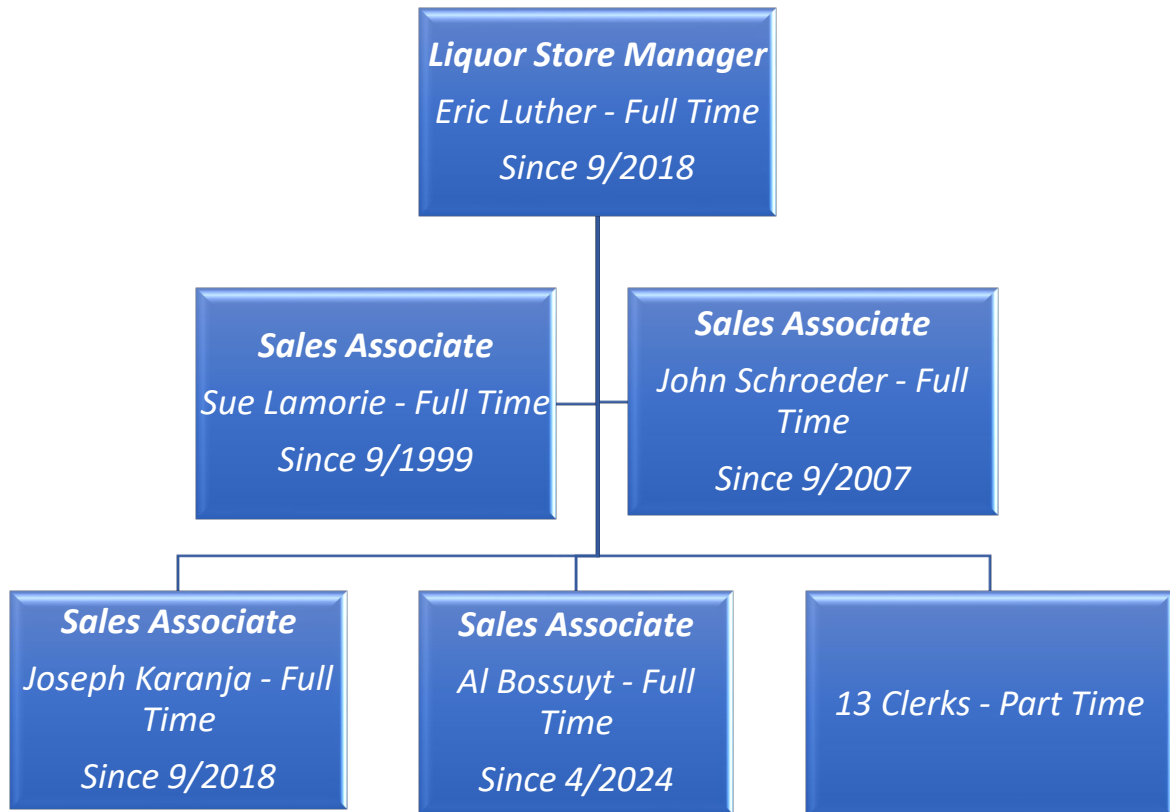
VII. Semi Annual Review (January 2026 – June 2026)..... 7

VIII. Proposed 2027 Budget..... 8

I. Liquor Operations

The Marshall Municipal Liquor store has been in operation since 1934. The current liquor store is located at 1410 Boyer Drive and has been operating at this location since November 2016. To this day, the profits from the liquor operations provide a much-needed revenue source for the Marshall community. Profits from the municipal liquor store help to reduce the property tax levy and provide funds for special projects.

2025 Organizational Structure



Mission Statement

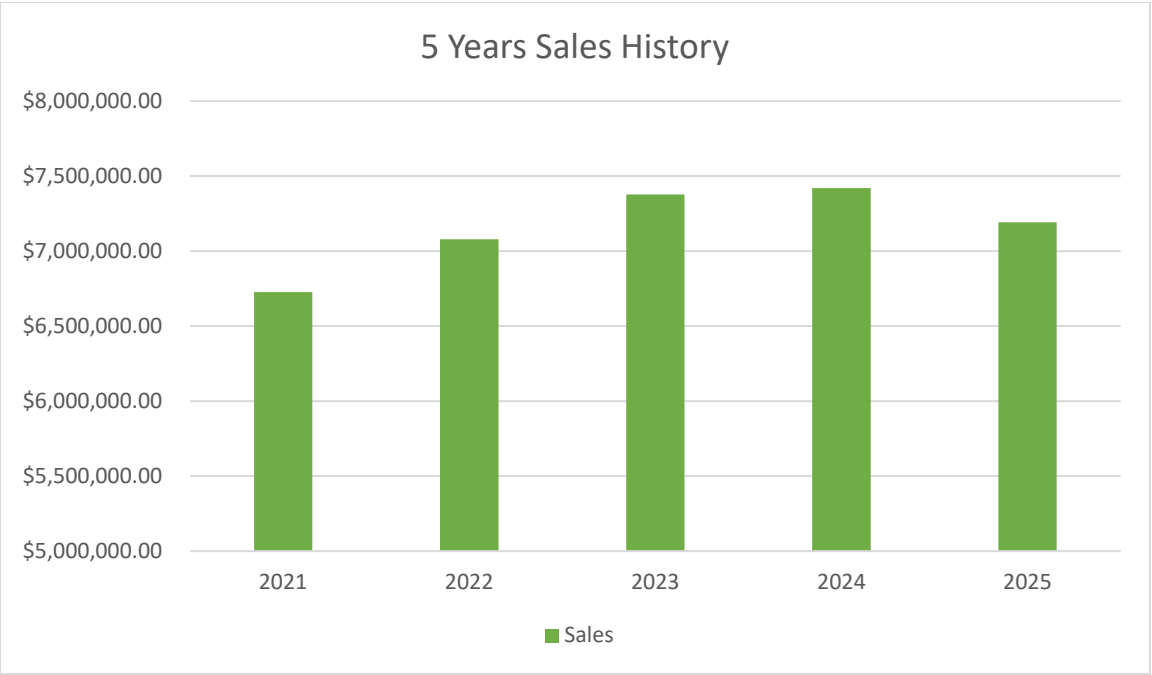
The business is designed and intended to control the sale of intoxicating beverages by following all statutes established by the State of Minnesota, by providing the best quality shopping experience for our customers, at a profit that is reinvested back into the community, and by providing an environment that is positive for customers, associates, and managers.

Store Priorities

- Working clean and safe
- Store Tours by all staff to identify areas for improvement throughout shift
- Friendly and helpful to all customers/co-workers
- Keeping all areas of the store organized/stocked/faced

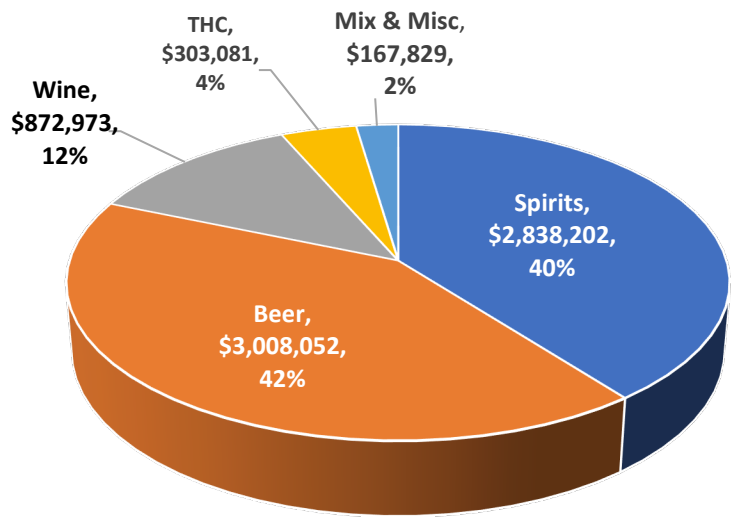
II. Sales & Profits

In 2025, the overall sales of the Liquor Operation were \$7,190,137 with income before transfers of \$1,258,532. This was a decrease of total sales by \$228,454 and an income before transfers increase of \$13,898 when compared to 2024.

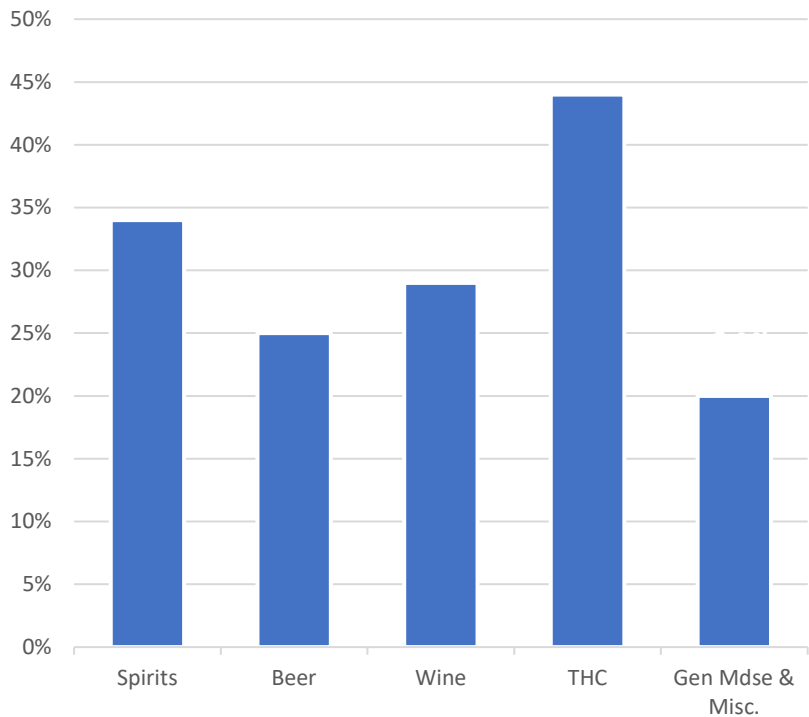


Sales & Gross Profit by Category

2025 Sales by Category



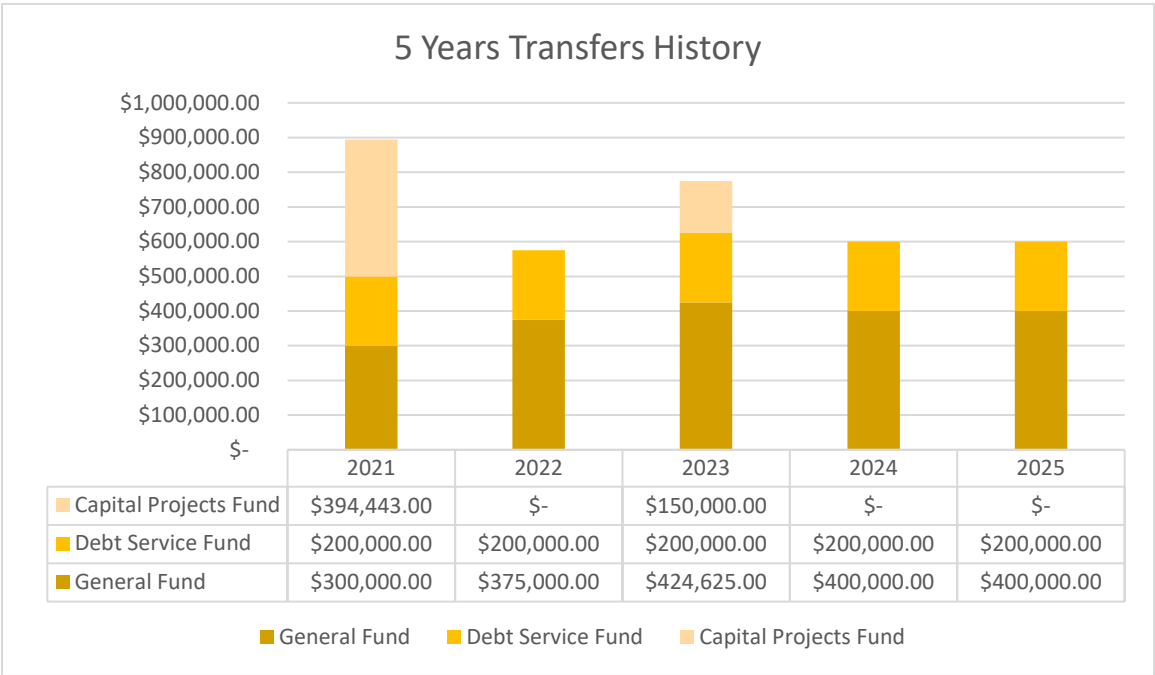
2025 Gross Profit by Category



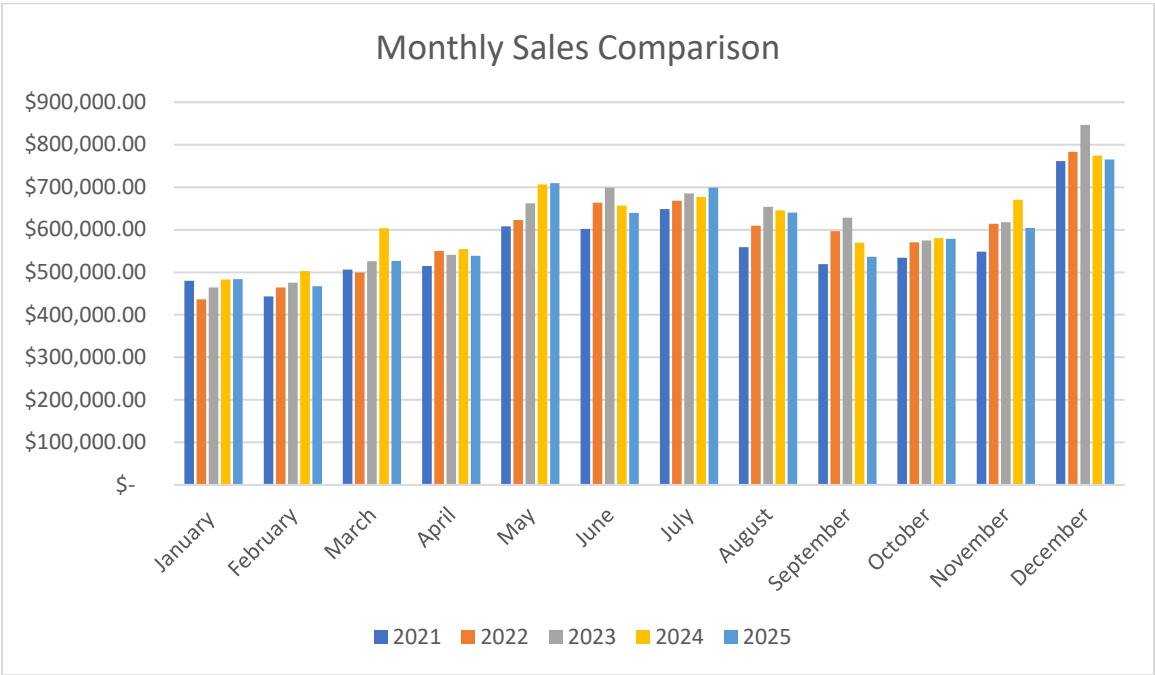
The adjacent chart shows the distribution of the 2025 annual sales based upon the five categories of: Beer, Spirits, Wine, THC, and Mix & Miscellaneous. Beer Sales account for 42% of total sales, with Spirits accounting for 40%.

The adjacent chart shows gross profit percentage by category. Overall, the combined gross profit in 2025 was 29.9%. Even though Beer has the highest sale dollars, all other categories have the higher gross profit percentage.

Transfers



Monthly Sales 2021-2025



III. Trends

RTD's (Ready to Drink) Cocktails continued to sell well in 2025. Vodka based cocktails like Carbliss, Fresca, Good Boy and High Noon lead the RTD category. Craft beer, especially Minnesota brewed brands like Grain Belt Premium, 3rd Street Brewing, Schells, Surly, Brau Brothers and Talking Waters were popular with customers. Sales of non-alcoholic beer, non-alcoholic wine and no/low sugar beverages continue to grow. Domestic super premium beer sales and wine sales have decreased slightly. The liquor (spirits) category is increasing in our store's product mix.

IV. Events/On-line Ordering Platform

In-store sampling continues to drive trial/sales over all categories. Tall Grass hosts several in-store tasting events like the Fall Wine Walkabout, Tis the Season Holiday Sampling event and The Bourbon Tasting Experience. All events promote activation (purchasing) of the products sampled. We also see that customers are looking for an 'experience' when shopping at Tall Grass...we give them this by offering weekly/seasonal tasting events, engaging displays and a fun shopping experience.

Tall Grass Liquor, along with Visit Marshall, co-sponsored the Made in Minnesota Craft Beer and Wine Festival at the Red Baron Arena/Expo on May 17th. 37 vendors and around 350 attendees sampled products from breweries and wineries across the state. This event continues to introduce new types of craft beer and wine to area customers.

Tall Grass Liquor's online ordering platform continued to gain users and build awareness in 2025. Customers can order on-line for curbside or in-store pick up during business hours. We also use this ordering platform for suite holders for SMSU home football games. Approximately \$50,000 was brought in from the online sales platform in 2025.

V. Community Service Support

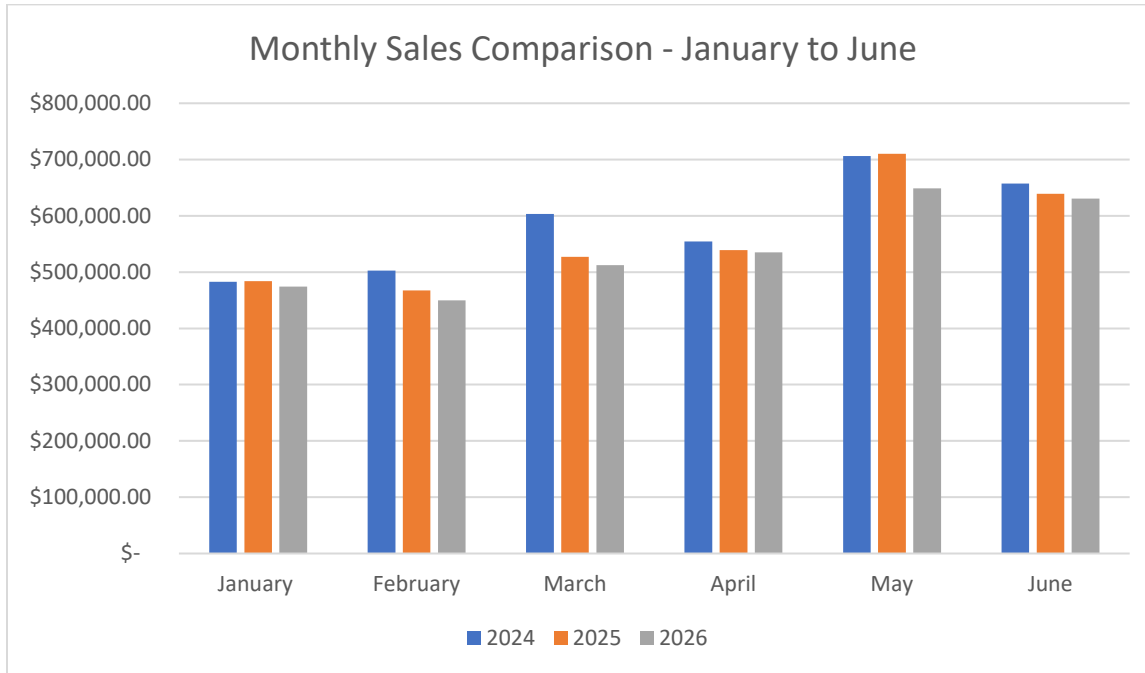
- SMSU Foundation through supplier donated items used at several fundraising events.
- MHS post-prom event donation
- Brau Brothers/United Way beer pairing event.
- United Way Stuff the Bus drop off location
- United Way Power of the Purse sponsor.
- MMBA Community Value program: Fireman's Fundraiser, Community Food Shelf & Adopt a Pet/Animal Drive.

VI. Accomplishments

- Manager and one full-time sales associate attended the Minnesota Municipal Beverage Association annual conference.
- Manager and all full-time sales associates attended MMBA regional meeting in Marshall.
- Tall Grass Liquor was named one of the Top 100 Retailers in the United States by Beverage Dynamics. <https://bevinfogroup.com/2026/07/13/read-our-beverage-dynamics-top-100-issue/>

VII. Semi Annual Review (January – June)

	2024	2025	2026	2025/2026 % Change
Sales	\$3,506,655	\$3,366,276	\$3,250,931	-3.4%
Customer Count	100,127	96,318	93,165	-3.3%
Average Ticket	\$35.02	\$34.95	\$34.89	-0.2%



VIII. Proposed 2027 Budget

2027 estimates for liquor sales and cost of goods sold are at a 3% decrease from 2026. Currently we are trending at 3.4% behind sales from 2025. We have seen a national trend with decreased liquor consumption with the Gen Z age group along with unstable economic conditions contribute to this decrease. We have taken into consideration these issues with forecasting 2027 sales and budget items.

Gross Profit is targeted around 29% for 2027. Monthly report analysis, attention to product costs, competitive pricing and strategic purchasing will ensure we are on track to hit this goal.

A video surveillance upgrade or reconfiguration may be considered in coming months.

Tall Grass Liquor continues to see the benefits of prior investments made with a free-standing 50ml merchandiser and four self-serve open-air coolers displaying for purchase single cans, THC sodas/seltzers, cold wine and RTD cocktails. All these investments promote customer 'add on' sales and higher gross profits.

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Eric Luther
Meeting Date:	Monday, August 10, 2026
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Accept Quote for 3 72" Merchandiser Coolers at Tall Grass Liquor
Background Information:	Tall Grass staff propose a minor store layout change and adding 3 additional merchandiser units to have a wall with 5 coolers and a freezer. Staff plan to use existing 2 coolers and a freezer in that row. Quotes for vertical open display cases Model TOM-72DZB-N were received from: Stan Morgan & Associates, Inc. \$52,740 for 3; \$17,580 per unit - plus tax Carlson & Stewart Refrigeration, Inc \$71,629.99 for 3; \$23,876.66 per unit - plus tax Carlson & Stewart also priced Model TOAM-72GS-HC~NSL01 at \$54,990.23 for 3; \$18,330.08 per unit - plus tax
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	Accept low quote from Stan Morgan & Associates for Model TOM-72DZB-N for 3 display cases at \$52,740.00, plus tax.





REFRIGERATOR MANUFACTURER
Turbo air
 more durable, efficient, beautiful

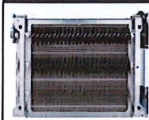
4184 E. Conant St.
 Long Beach, CA 90808
 Tel. 310-900-1000
 Fax. 310-900-1077
www.turboairinc.com

Project:	
Model #:	
Item #:	
Available W/H:	Qty:
Approval:	
AIA #:	SIS #:
CSI Section 11400	

Vertical Open Display Cases

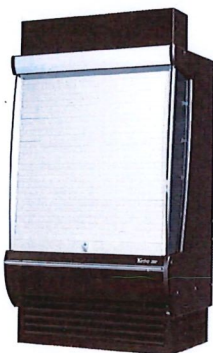
Extra Deep
 Glass or Solid Side Panel

Patented Self-Cleaning Condenser



This product is equipped with a fine mesh filter to the front of the condenser to catch dust, and a rotating brush that moves up and down daily to remove excess buildup outward and away.

Model : TOM-72DXB-N
TOM-72DXB-SP(-A)-N



W/ Security cover (optional)



TOM-72DXB-N



TOM-72DXB-SP-N

FEATURES & BENEFITS

Self-Cleaning Condenser

The accumulation of dust in the condenser can cause the failure or breakdown of refrigerators. Refrigerators run normally until they reach a certain level of accumulation. At some point, when they are over the limit, their performance drops quickly resulting in damage to, or disposal of the stored products inside. The Self-Cleaning Condenser device keeps the condenser clean and prevents system failure by automatically brushing daily.

Hydrocarbon refrigerants (R-290)

With innovative and eco-friendly technology, Turbo Air brings you hydrocarbon refrigerators designed to meet DOE's Energy Conservation Standards in 2017 and to use EPA's SNAP Program approved HC refrigerants. Hydrocarbon refrigerants do not deplete the ozone layer and have very low contribution to global warming (ODP-0, GWP-3).

Modern design

By integrating great contours with durable structures, our modern style product designs are user-friendly while maintaining the highest product visibility and aesthetics. Safety reinforced tempered glass front shield and side walls optimize the merchandiser's display effects of fresh salads, sandwiches, desserts and beverages. Its elegant contemporary euro design will enhance any store application.

LED interior lighting under each shelf

Designed to enhance impulsive sales

Ideal for eye-catching displays and convenient access with fast service in high traffic area.

Standard back-guard improves airflow

Energy saving night curtain standard

Optional security cover available

Foamed with polyurethane, high-density cell insulation (CFC free)

Perforated interior back wall and top for improved airflow

Front air intake and rear air discharge

Solid side panel with stainless steel interior (SP-N) or black coated interior (SP-A-N) option (lead time applies)



Model	CU./FT.	# of Shelves	HP	AMPS	Crated Weight (lbs.)	L x D x H† (inches)
TOM-72DXB-N TOM-72DXB-SP(-A)-N	34.1	8	3/4 x 4	18	1064	683/4 x 331/4 x 783/8

Pr.20241125 Printed in U.S.A.

* Depth does not include 1-5/8" for safety bar and 1-1/8" for rear spacers. † Height does not include 5/8" for bolt height

Vertical Open Display Cases

Extra Deep
Glass or Solid Side Panel

Model : TOM-72DXB-N TOM-72DXB-SP(A)-N

ELECTRICAL DATA	
Voltage	220/60/1
Plug Type	 NEMA 6-20P
Full Load Amperes	18
Compressor HP	3/4 x 4
Cord Length (ft.)	97/8
Refrigerant	R-290
DIMENSIONAL DATA	
Net Capacity (cu. ft.)	34.1
Ext. Dimension (L x D x H) (in.)	68 3/4 x 33 1/4 x 78 3/8
Int. Dimension (L x D x H) (in.)	66 3/8 x 21 1/4 x 48 3/4
# of Shelves	8
Shelf Size (L x D) (in.)	33 1/8 x 16
Net Weight (lbs.)	890
Gross Weight (lbs.)	1064

Design and specifications subject to change without notice.

Actual shipping weight may differ due to extra packing materials for product protection.

* Depth does not include 1-5/8" for safety bar and 1-1/8" for rear spacers.

† Height does not include 5/8" for bolt height.

■ **WARRANTY :** 2 Year Parts and Labor Warranty
Additional 3 Year Warranty on Compressor

■ STANDARD FEATURES

- Simple plug-in installation
- Patented self-contained system, no plumbing required
- Solar powered digital thermometer
- Digital electronic thermostat with defrost control
- Bolt height adjustable up to 2 3/4"
- Standard color comes in black only

** Lead time applies. Please contact your sales representative for more details to order.

■ Recommended operating conditions

TOM models are designed to operate in an environment where temperature & humidity do not exceed 75°F and 55% respectively.

Units should not be installed near HVAC vents, fans or doorways that will disrupt the air curtain and compromise the function of the cabinet.

Air curtain models will run most efficiently when completely loaded with product. When used as a built-in, required clearance for the rear is 4" and the top is 5".

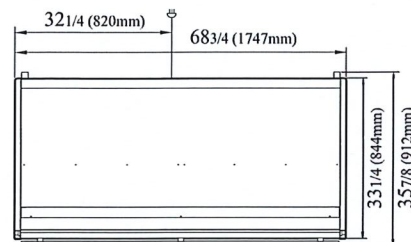
■ OPTIONAL ACCESSORIES

- 1.6" caster: CAS16WBT00 (non-brake)
- 4" caster, 1/2" diameter & 13 TPI: 30265L0400 (non-brake), 30265L0300 (w/ brake)
- 6" leveling seismic leg (1/2", 13 TPI): 30221M0700
- Security cover: SC-72-DXB, SCM-72-DXB, SCS-72-DX
- Price tag channel: P36DX000ZK (33"L)

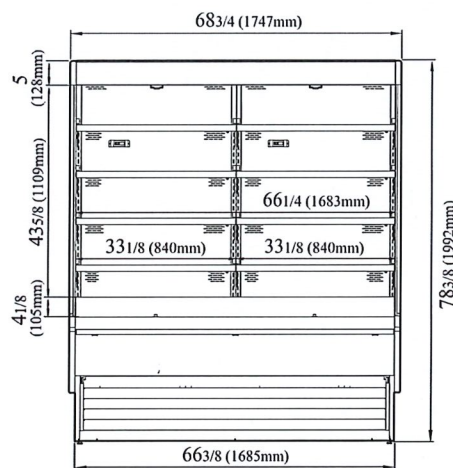
Ver.20241125

PLAN VIEW

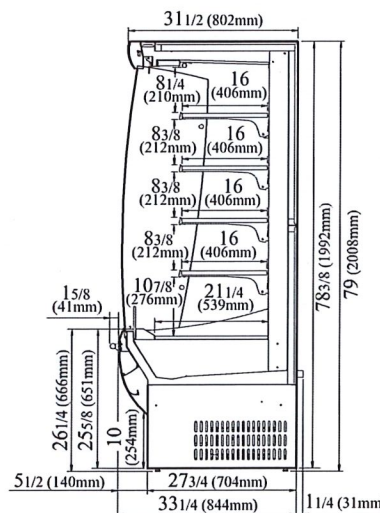
(unit : inch)



TOP VIEW



FRONT VIEW



SIDE VIEW



- Turbo Air: 800-627-0032
- Radiance: 800-500-3519
- Warranty: 800-381-7770
- AC: 888-900-1002

Turbo air **RADIANCE** **Turbo air** **TEXAKING**

Continued product development may necessitate specification changes without notice.



TRUE MANUFACTURING CO., INC.
U.S.A. FOODSERVICE DIVISION

2001 East Terra Lane • O'Fallon, Missouri 63366-4434 • (636)240-2400
Fax (636)272-2408 • Toll Free (800)325-6152 • Intl Fax# (001)636-272-7546
Parts Dept. (800)424-TRUE • Parts Dept. Fax# (636)272-9471 • www.truemfg.com

Project Name: _____

Location: _____

Item #: _____ Qty: _____

Model #: _____

A/A #

S/S #

Model:

TOAM-72GS-HC~NSL01

Open Air Merchandiser:

Glass Sided Refrigerator with Hydrocarbon Refrigerant~Non Standard Look Version 01



TOAM-72GS-HC~NSL01

- ▶ True's open air merchandisers are designed with enduring quality that protects your long term investment.
- ▶ Large, open front allows easy access to display levels and places maximum attention on merchandising.
- ▶ Factory engineered, self-contained refrigeration system using environmentally friendly R290 hydrocarbon refrigerant that has zero (0) ozone depletion potential (ODP), & 0.02 global warming potential (GWP).
- ▶ High capacity, factory balanced refrigeration system that maintains cabinet temperatures of 33°F to 40°F (0.5°C to 4.4°C) for the best in food preservation.
- ▶ True's self-cleaning RCU technology eliminates the need to clean the condenser coil, reduces energy consumption and helps maintain the coldest temperatures and freshest product.
- ▶ Exterior - non-peel or chip black powder coated cold rolled steel; durable and permanent. Interior - attractive, white aluminum liner. Stainless steel interior floor and deck pans.
- ▶ Eight (8) Adjustable, solid white powder coated cantilever shelves. 3-piece, adjustable for up to 15° tilt in 5° increments.
- ▶ LED interior cabinet lighting and under shelf high output LED interior lighting provides more even lighting throughout the cabinet and illuminates product on each shelf.
- ▶ Glass lower front and side panel. Durable and break resistant maximizes product visibility.
- ▶ Entire cabinet structure is foamed-in-place using a high density, polyurethane insulation that has zero ozone depletion potential (ODP) and zero global warming potential (GWP).
- ▶ NSF/ANSI Standard 7 Type II compliant for the storage and/or display of packaged or bottled product; maximum ambient temperature 80°F (27°C).

ROUGH-IN DATA

Specifications subject to change without notice.
Chart dimensions rounded up to the nearest 1/8" (millimeters rounded up to next whole number).

Model	Shelves	Cabinet Dimensions (inches) (mm)			HP	Voltage	Amps	NEMA Config.	Cord Length (total ft.) (total m)	Crated Weight (lbs.) (kg)
		W	D	H						
TOAM-72GS-HC~NSL01	8	72 1829	29 1/8 738	78 1/2 1994	(3) 3/4 N/A	208-230V/60Hz	14.9 N/A	6-20P	10 3.04	765 347

Requires 208-230/60 Hz, single phase, NEMA 6-20R.
Unit utilizes three 3/4 Horsepower compressors.



APPROVALS:

AVAILABLE AT:

Model:

TOAM-72GS-HC~NSL01

Open Air Merchandiser:

Glass Sided Refrigerator with Hydrocarbon Refrigerant~Non Standard Look Version 01

True®

STANDARD FEATURES

DESIGN

- Designed using the highest quality materials and components to provide the user with colder product temperatures and lower utility costs in an attractive merchandiser that brilliantly displays packaged food and beverages.

REFRIGERATION SYSTEM

- Factory engineered, self-contained refrigeration system using environmentally friendly R290 hydrocarbon refrigerant that has zero (0) ozone depletion potential (ODP), & 0.02 global warming potential (GWP).
- Time and temperature-initiated, time and temperature-terminated off cycle defrost system.
- High capacity, factory balanced refrigeration system that maintains cabinet temperatures of 33°F to 40°F (0.5°C to 4.4°C) for the best in food preservation.
- State of the art, electronically commutated evaporator and condenser fan motors. ECM motors operate at higher peak efficiencies and move a more consistent volume of air which produces less heat, reduces energy consumption and provides greater motor reliability.
- Bottom mounted condensing unit positioned for easy maintenance.
- True's self-cleaning RCU technology eliminates the need to clean the condenser coil, reduces energy consumption and helps maintain the coldest temperatures and freshest product.

CABINET CONSTRUCTION

- Exterior - non-peel or chip black powder coated cold rolled steel; durable and permanent.
- Interior - attractive, white aluminum liner. Stainless steel interior floor and deck pans.

- Insulation - entire cabinet structure is foamed-in-place using a high density, polyurethane insulation that has zero ozone depletion potential (ODP) and zero global warming potential (GWP).
- Welded, heavy duty steel frame rail, black powder coated for corrosion protection.
- Frame rail fitted with leg levelers.

SHELVING

- Eight (8) adjustable, solid white powder coated cantilever shelves. Each shelf is equipped with an LED light strip to provide 5 levels of even lighting throughout the cabinet
- Cantilever shelving adjustable up to a 15° tilt.

LIGHTING

- LED interior cabinet lighting and under shelf high output LED interior lighting provides more even lighting throughout the cabinet and illuminates product on each shelf.

MODEL FEATURES

- Glass lower front and side panels. Durable and break resistant maximizes product visibility.
- Night cover.
- NSF/ANSI Standard 7 Type II compliant for the storage and/or display of packaged or bottled product; maximum ambient temperature 80°F (27°C).

ELECTRICAL

- Unit completely pre-wired at factory and ready for final connection to a 208-230V / 60 Hz single phase, 20 amp dedicated outlet. Cord and plug set included.



208-230/60/1
NEMA-6-20R

- Unit utilizes a three compressor system rated at ¾HP each.

RECOMMENDED OPERATING CONDITIONS

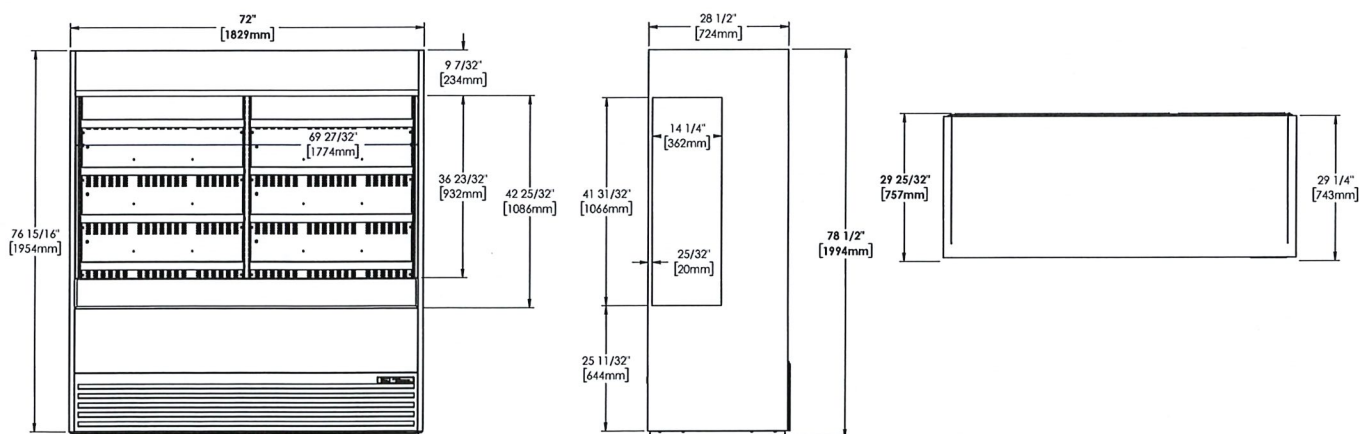
- Designed to operate in an environment where temperature and humidity do not exceed 80°F (27°C) and 55% relative humidity.
- Unit should not be installed near HVAC vents, fans or doorways that will disrupt the air curtain and compromise the function of the cabinet. Unit should not be installed in direct sunlight.
- Model will run most efficiently when completely loaded with product.
- Drain plumbing hookup recommended. Factory installed condensate pan heater kit available if there is no access to drain plumbing.
- Please be advised Open Air Merchandisers are substantially louder than standard refrigeration models.

OPTIONAL FEATURES/ACCESSORIES

Upcharge and lead times may apply.

- ☐ White exterior.
- ☐ Stainless steel exterior.
- ☐ Black interior liner with black cantilever shelves.
- ☐ Stainless steel interior liner with stainless steel cantilever shelves.
- ☐ 2 ½" (64 mm) diameter castors (set of 6).
- ☐ 4" (102mm) castors
- ☐ 5" (127mm) castors
- ☐ 6" (153mm) standard legs.
- ☐ 6" (153mm) seismic/flanged legs.
- ☐ Electric heated condensate pan.
- ☐ pricing strips.
- ☐ Additional Shelves without lighting.

PLAN VIEW



METRIC DIMENSIONS ROUNDED UP TO THE NEAREST WHOLE MILLIMETER

SPECIFICATIONS SUBJECT TO CHANGE WITHOUT NOTICE



Model	Elevation	Right	Plan	3D	Back
TOAM-72GS-HC~NSL01					

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Mayor
Meeting Date:	Monday, August 10, 2026
Category:	COUNCIL REPORTS
Type:	INFO
Subject:	Commission/Board Liaison Reports
Background Information:	Alcorn – Economic Development Authority, Marshall Area Transit Committee, Public Housing Committee Byrnes - Fire Relief Association and Regional Development Commission Lozinski –Joint LEC Management Committee, Marshall Municipal Utilities Commission, Police Advisory Board Moua-Leske – Adult Community Center, Convention & Visitors Bureau; Diversity, Equity & Inclusion Commission Schafer – Airport Commission, MERIT Center Commission, SW Amateur Sports Commission, SW MN Emergency Communication Board Schroeder – Economic Development Authority, Joint LEC Management Committee, Planning Commission Byrnes – Cable Commission, Community Services Advisory Board, Library Board
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	

TO: Honorable Mayor and Members of the City Council; City Staff

FROM: Sharon Hanson, City Administrator

DATE: August 10, 2026

SUBJECT: Administrative Brief

CITY ATTORNEY

Some highlights from the office of City Attorney for the month of July:

- Attended council meetings (remotely)
- Council packet review with clerk
- Work on Waiver language for slide
- Draft and finalize short term lease at airport
- Draft and finalize FBO agreement for airport
- Review Planning commission packet
- Revise and finalize letter related to administrative fines for rental registrations
- Analyze and respond to question related to food and beverage tax (Zac)
- Review MMU agenda from perspective of City
- Review proposed signage for aquatic center; revise and send suggested revisions
- Review staff memo regarding encroachment agreement
- Assist in review of encroachment agreement
- Update client on legislative changes that impact data and public contracting agencies
- Update city on additional information from League on DoorDash
- Review Waterworth agreement for City
- Research and respond to conflict question posed by City Administrator
- Respond to additional rental registration question related to a separate rental property
- Drafting of Developer Agreement for J Anderson
- Follow up with Ilya regarding deadline for rental registrations and letter previously sent

ADMINISTRATION

My activities and work this past month:

- Spent time preparing for Ribbon Cutting event this past week of The Splash! Aquatic Park—The opening was a great success!
- Attended National Night Out-great success!
- Attended League Board mtg.
- Attended Bandshell Advisory Committee and discussed the survey results that asked for the public's input on design, location and other bandshells that we have observed. We received over 250 responses. We hope to have a preliminary concept fairly soon.

- The city's two interns and I headed to Coalition of Greater MN Cities for their Summer Conference, in New Ulm. We are nearing the last few weeks with our interns as we head into August.
- The Mayor and several of our staff attended MMUA's Resiliency Training that prepared us for a dramatic storm event by simulating certain scenarios.
- Attended various other mtgs and discussions with staff on a variety of topics.

Economic Development Authority

- Staff is working on drafting new contracts and updating TIF estimates for Phase II and Phase III of the Block 100 development.
- Continued discussions with hotel developers on potential Hampton project.
- Work on the new Mexican restaurant, Aruma, continues with opening expected soon.
- Work has started on two new spec homes in the Parkway addition.
- Met with the Chamber to discuss business initiatives and priorities of the Chamber board.
- Working with KE on leasing the former Wing Axe suite.

Human Resources

- Staffing: Congratulations to Darren Harris, who was promoted to Wastewater Technical Operator effective on 08/10/26. Trevor Hrubes began employment in the position of Maintenance Worker (Street Dept) on 08/03/26. David Steinhaus will begin employment on 08/17/2026 as a Wastewater Plant Operator I. A conditional offer has been accepted by a candidate for our Civil Engineer position; pre-employment screening will be initiated. The recruitment and hiring process is in various stages for the Firefighter, Office Assistant (MCS), and Police Officer positions.
- Safety program: in August, staff received First Aid Re-Certification training.
- Training continues for our Payroll and Benefits Specialist position, as well as other cross-training efforts.

Clerk

- Legislative & Ordinance Committee met to discuss various changes for Community Planning and Cannabis related ordinances. The Medical Cannabis Combination license will be replaced in 2027 with a Macrobusiness license and as such related zoning and definition changes would need to be made later this fall.
- The Municode Meeting and Agenda software will be phased out in 2027. Initial meetings with CivicPlus (bought out Municode) has the city transitioning to a new software this fall with full implementation in January 2027.
- The Minnesota State Demographer updated their population estimates for the City of Marshall. We have increased 133 people from the last estimate and have reached 14,162!
- Absentee voting for the August Primary was in full swing. Filing closed for the four open seats on City Council. John Alcorn, See Moua-Leske and Craig Schafer are re-running for their positions. Larry Magrath has filed for Ward 1 and would be running against Alcorn. Eric DeGroot will be running unopposed for the open seat in Ward 2 left by Amanda Schwartz.
- The first reports from the Minnesota Department of Revenue for lodging tax collections looks positive since the transition.

Finance

- 2027 Budget: Finance staff continues to review budget information from the Euna Solutions (formerly Questica) budget system and items submitted for the capital improvement plan. At a work session on July 28th Council heard community organization requests, along with a presentation from the Marshall-Lyon County Library. The next work session will start at 3:00 PM on August 25th and will include capital requests, operating budgets, and a presentation on the preliminary tax base changes.
- The City's annual summary financial report will be published in the Marshall Independent later this month (date pending).
- The annual Tax Increment Financing district activity was submitted to the Office of the State Auditor and Lyon County by Baker Tilly and a summary will published in the Marshall Independent later this month (date pending).

Liquor Store

- July Financials: Sales \$697,000 (Flat), Ticket average \$37.06 + .85%, Costumer Count 18,808 (2.34%) Sales kept pace with previous year's numbers along with the rest of the financials.
- Tall Grass lead a wine tasting and educational session at the YMCA for around 30 of their members.

COMMUNITY SERVICES

Community Education

- Our busiest season is coming to a close this week. We had a very successful summer with approximately 403 registrations in community education programs/classes.
- The Marshall Independent covered one of our most popular instructors, Char Bzdok and all of her classes filled up with waitlists this summer!
- Another season of municipal band concerts wrapped up in July.
- The 4th of July Celebration was successful and had a great turnout despite unfavorable weather and not being able to enjoy the entire band performance.
- The Fall Brochure is complete and scheduled to be in mailboxes the week of Aug. 24th with registration opening at noon on Aug. 26th.

Studio 1

- In July, we wrapped up our broadcast season of the Marshall Municipal Band Concerts.
- Alex attended the MACTA Conference in Bloomington along with leadership from many other community access television stations from across Minnesota.
- We provided the PA system with wireless microphones and recorded the Chamber's State of Agriculture event held at the fairgrounds.
- We spent the majority of July working on all things A/V and networking at The Splash! In July. We installed the security camera system, terminated and tested all the network wiring, installed and tuned the 18 speaker sound system, added automated voice recording playback for scheduled announcements, and installed five digital signage displays for concessions and ticketing.
- We continue backing up our entire DVD archive of recordings dating back to 2000. We plan to upload these recordings to a new Studio 1 TV Archive YouTube channel to allow viewers to take a trip back in history and search for their favorite memories which were captured over the last quarter century.

- A calendar of all scheduled live broadcasts can be found at www.marshallstudio1tv.com.
- We continue to cover sporting and community events throughout town and produce our recurring monthly shows such as Marshall Minute with Mayor Byrnes, Tiger Talk and Community Connect.

COMMUNITY PLANNING

Building Services / Planning & Zoning

- Active permits:
 - Building Permits – almost 300 Plumbing / HVAC Permits - about 100
- Large projects under construction: The Stone Meadow apartments; Lockwood Motors; and Living Word Church.
- Pool project is completed.
- 2026-2028 Rental renewal process is complete.
- Zoning districts are being reviewed to align with the new Comprehensive Plan.

PUBLIC WORKS DIVISION

Engineering

- Project PK-011: C Street & Southview Trail – Awarded to A&C Excavating, LLC of Marshall, MN. Concrete work has been completed on the project.
- Project PK-012: East Lyon Street Trail (2026 project) – Final plans have been submitted to MnDOT for review and comment. State review has been completed and is now being reviewed by FHWA. The final easement from the Church of Jesus Christ of Latter-day Saints has been received and recorded. LDS has been paid for easement. Staff anticipates bidding this project in early to mid-summer, with construction occurring in 2026 and 2027.
- Project PK-018: Marshall Aquatic Center – Opening August 4, 2026
- Project PK-029 – Pool Demo – Rogge Excavating, Inc. – Contract awarded 06/23/2026 to Rogge Excavating of Ghent, MN in the amount of \$150,000. Contract documents received from contractor, notice to proceed to be granted at the preconstruction meeting 8/12/2026.
- Project ST-001-2026: Chip Seal Project – Awarded to Pearson Brothers, Inc. of Hanover, MN.
- Project ST-002-2026 SA/ST-002-2026: State Aid and City Overlay Projects – Awarded to Duininck, Inc. of Prinsburg, MN. Concrete work and patching has been completed. Milling is finished, the paving is anticipated to start the week of August 3, 2026.
- Project ST-013: N High Street (N 4th to Oak) Reconstruction Project – Awarded to R and G Construction Co. of Marshall, MN. R&G plans to start the week of August 10th 2026
- Project ST-015: TH 19/College Drive (west of Marlene Street to Bruce Street) Reconstruction Project – Awarded to R and G Construction Co. of Marshall, MN – Year two of the project has begun.
 - The intersection of TH19 and Main Street to Liberty Park Bridge:
 - The intersection of Main Street and TH19/College Drive is open.
 - Bridge abutment work is schedule to take place in mid August.
 - Bruce Street:
 - Concrete paving is complete, intersection should be open August 7, 2026.
 - Signal installation is underway.
 - Liberty Park Bridge to Bruce Street:
 - Pavement removals from 3rd Street to Bruce Street have been completed.
 - All underground utilities are scheduled to be complete August 7, 2026.

- Project ST-020: 5th Street (Main St to Saratoga St) – Awarded to Action Company, LLC of Marshall, MN Utility work and gravel subgrade installation have been completed. Concrete work is complete, first lift of bituminous is complete, seeding is done.
- Project SWM-003: Legion Field Phase III – Awarded to Towne & Country Excavating LLC. of Garvin, MN – Work is anticipated to start late summer or early fall.
- Project WW-014: Sewer Repairs – Awarded to D & G Excavating of Marshall, MN – Work has been completed on all three repair areas.
- Rehabilitation of Marshal Flood Control W912ES26CA014 – This is an US Army Corps of Engineers project. project has been awarded to Three Oaks Construction Inc. of North Sioux City SD - levee rehabilitation project to begin end of September.

Wastewater

- Project WW-014: 2026 Sanitary Sewer Repair Project – D&G Excavating, Inc. - Viking Addition Rear Yard - completed
- Staff have completed 251 preventive maintenance work orders in the last 30 days.
- Project WW-001: Collection System/Plant Lining Project - SAK Construction, LLC of O’Fallon, MO - Pre cleaning and measuring has been completed – Lining phase of project – Crew #1 is scheduled to begin August 17. Crew #2 has not been scheduled yet.
- Working on budget and CIP for WW. - completed
- Preparing to pour sidewalks in areas disturbed by valve replacement. - Completed
- Project WW-046: Main Liftstation Rehab – Waiting for equipment delivery – expected delivery mid-August.
- Summer scheduled jetting of sanitary lines continues.
- North final clarifier worm drive rebuilt, spur gear inspected and put back online.
- Thickening lift station pump #1 faulty vfd replaced.
- Motor bearings replaced in pre aeration blower.

PUBLIC SAFETY DIVISION

Fire Department

- The Marshall Fire Department responded to twenty-seven (27) calls for service. Total calls for service included:
 - Fire/CO2 Alarm (7)
 - Fire; Structure (13)
 - Medical Assist (0)
 - Vehicle Accident (7)
 - Other – Assist (0)



Police Department

- The Marshall Police Department responded to 940 calls for the month of July. Forty-three criminal offenses were reported with a total number of twenty-one adults and two juveniles arrested.

Officer's Report

- Alarms (26)
- Accidents (30)
- Alcohol involved incidents (2)
- Assaults (4)
- Domestic Assaults (8)
- Burglaries (3)
- Criminal Sexual Conduct (1)
- Damage to Property (5)
- Keys Locked in Vehicles (32)
- Loud Party (5)/ Public Disturbances (6)
- Thefts (18)
- Traffic Related Complaints (193)
- Vandalism (9)
- Warrant Pickups (5)
- Welfare Checks/Mental Health (31)

Detective Report

- A 68-year-old rural Marshall man was arrested and charged with possession of stolen property subsequent to an investigation of stolen property from a Marshall business. The investigation remains active.
- A child was placed on an emergency hold during a criminal sexual conduct and malicious punishment of child investigation. The case was referred to the Lyon County Attorney's Office for consideration of charges.
- An arson in a Marshall apartment building is under investigation. During the investigation a 36-year-old Marshall man was arrested for obstructing legal process and ineligible possession of a firearm.
- Three theft by swindle cases, two financial transaction card fraud cases, a check forgery case, and a wire fraud case are under investigation.
- Fourteen child protection reports and five reports from the Minnesota Adult Abuse Reporting Center were screened for investigation.



MERIT Center

- In July, MN West held EVOC training, CVI Training, DOL Testing, meetings, and continued to utilize the driving track.
- On July 1st ARMOR Training held GWO training with 2 attendees.

- On July 15th CENTROL held their annual meeting with 60 attendees.
- On July 15th Southwest EMS held a meeting with 17 attendees.
- On July 15th the Marshall Fire Department utilized the facility for training.
- On July 16th ADM held their monthly training with 48 attendees.
- On July 16th Ag Country held their annual Customer Appreciation Event with approximately 300 attendees.
- On July 16th the Merit Center held their commission meeting with 7 attendees.
- On July 21st the MN Board of Soil and Water Resources held a meeting with 32 attendees.
- On July 22nd and July 31st, the Red Cross held blood drives.
- On July 23rd Ralco held a meeting with 68 attendees.
- On July 28th the Marshall Police Department held a meeting with 13 attendees.
- On July 29th ADM held training with 37 attendees.
- The MERIT Center was utilized for 12 out of 31 days, with 16 reservations and 761 attendees in July.

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending June 2026 (YTD TOTALS)

OFFENSE/ARREST DATA

	Offenses		Actual	Total Arrests/Excluding traffic	
	Reported	Unfounded	Offenses	Adult	Juvenile
January	68	0	68	33	0
February	65	0	65	48	1
March	62	0	62	24	3
April	83	0	83	42	1
May	69	0	69	28	0
June	43	0	43	21	2
July					
August					
September					
October					
November					
December					

YTD 2026	390	0	390	196	7
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	1152	307
February	951	308
March	1007	397
April	1045	399
May	1071	384
June	940	337
July		
August		
September		
October		
November		
December		
YTD 2026	6166	2132

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	2026 YTD
Hit and Run	8	9	7	6	3	6							39
Property Damage	24	27	31	20	25	15							142
Personal Injury	0	2	1	6	4	9							22
Fatalities	0	0	0	0	0	0							0
TOTAL 2026	32	38	39	32	32	30	0	0	0	0	0	0	203

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	2026 YTD
Citations	64	37	27	76	65	43							312
Parking Tickets	43	36	43	1	0	0							123

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	2026 YTD
Alarms	13	16	19	18	20	26							112
Alcohol	3	5	1	8	2	2							21

Item 13.

Animal Bite	0	3	3	2	5	4							17
Animal Complaint	4	5	15	11	13	9							57
Assault	3	3	10	6	4	4							30
Assists	25	28	33	37	31	31							185
Auto Theft	0	5	2	3	0	2							12
Bike Found	4	3	4	1	8	4							24
Bike Theft	0	0	0	0	1	3							4
Burglary	1	1	3	1	3	3							12
Bus Violation	9	8	14	10	11	4							56
Check Forgery	0	0	0	0	0	1							1
Check Fraud	2	0	1	0	0	2							5
Civil Matters	18	12	12	22	22	16							102
Criminal Sex	3	1	2	2	5	1							14
Damage to Prp	4	0	2	2	5	5							18
Death Investigation	1	1	3	1	3	3							12
Domestics	17	15	15	11	15	8							81
Drugs/Narcotics	5	4	2	4	1	2							18
Family Matters	8	11	6	8	11	16							60
Gas Meal Assist	0	0	3	1	0	2							6
Gun Permits	6	3	6	11	2	8							36
Harassment	13	13	15	12	11	8							72
Intoxicated/Detox	0	0	1	2	1	1							5
Keys Locked In vehicles	29	18	33	19	28	32							159
Mental Health	9	4	15	12	22	7							69
Fraud	3	6	4	5	2	3							23
Parking Complaints	60	45	91	17	24	16							253
Party Loud Party	9	9	11	8	11	5							53
Pred - Sex Offender	1	2	1	4	0	2							10
Property Found	9	10	12	14	13	10							68
Public Disturbance	2	10	8	11	8	6							45
Pursuit	0	0	0	0	0	0							0
Runaway	4	2	11	2	10	6							35
Escort Funeral,other	9	18	20	11	18	12							88
Search Warrant	0	0	0	0	0	0							0
Suspicious Anything	7	11	8	9	4	4							43
Suspicious Vehicle	7	8	7	7	12	10							51
Tobacco Violation	0	0	3	0	0	0							3
Theft	15	15	15	12	15	18							90
Trains	0	1	0	2	0	0							3
Transport (Marshall PD etc)	5	1	5	2	3	1							17
Trespassing	5	8	8	7	7	5							40
Traffic Related Complaints	480	273	170	329	256	193							1701
Unsecured Building	0	4	2	3	4	5							18
Vandalism	6	3	5	8	20	9							51
Violation of OFP	6	7	4	6	3	0							26
Warrant Pickups	10	9	9	9	6	5							48
Welfare Checks	22	26	34	18	33	24							157
Welfare Fraud	0	0	0	0	0	0							0
ERU Activated	0	0	0	1	0	0							1
Weapons Involved	1	5	7	0	2	1							16
YTD 2026	838	632	655	689	675	539	0	0	0	0	0	0	4028

	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	8	8	16	12	8	8	8
February	10	9	12	14	9	8	6
March	13	3	15	12	6	2	11
April	6	10	12	22	16	8	9
May	4	11	11	9	17	8	9
June	9	10	3	7	11	1	2
July							
August							
September							
October							
November							
December							

YTD 2026	50	51	69	76	67	35	45
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DETECTIVE / INVESTIGATIONS ACTIVITIES													
	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	2026 YTD
Felonies	24	25	30	25	24	26							154
Gross Misdemeanors	18	30	27	33	38	22							168
Misdemeanors	15	13	19	21	29	14							111



MARSHALL

Permit List - Build/Plumb/HVAC/Sign - For Council

Applicant Name	Location	Description of Work	Valuation	Approved Date
ACE HOME & HARDWARE	406 VIKING DR, 406 VIKING DR	Re-Roofing, Re-Siding	55000.00	07/24/2026
BISBEE PLUMBING & HEATING	303 5TH ST N	Plumbing - Water heater	950.00	07/31/2026
BISBEE PLUMBING & HEATING	501 HAWTHORN DR	Plumbing - Water heater	950.00	07/24/2026
BISBEE PLUMBING & HEATING	507 HUDSON AVE	Plumbing - Water heater	950.00	07/31/2026
COEQUYT PLUMBING & HEATING LLC	314 WARSAW CIR	Both - New building AND Air Conditioning, Furnace	0.00	07/23/2026
EHLERS, CHARLES H & KARI L/JT	607 ELAINE AVE, 607 ELAINE AVE	Deck, Re-Siding	50000.00	07/23/2026
KEVIN GOSLAR TRIO PLUMBING & HEATING LLC	209 HILL ST N	Plumbing - Water heater	1400.00	07/31/2026
KEVIN GOSLAR TRIO PLUMBING & HEATING LLC	503 LAWERENCE ST	HVAC - Air Conditioning	4800.00	07/29/2026
KEVIN GOSLAR TRIO PLUMBING & HEATING LLC	605 ROOSEVELT ST	HVAC - Air Conditioning, [Ductwork], Furnace	25500.00	07/29/2026
MayBC Construction LLC	1007 SILVERVINE DR	Interior Remodeling - ANY Work Inside, Except Fireplace	15000.00	07/29/2026
MYHRE, KADEN	611 4TH ST N	Re-Roofing	6300.00	07/31/2026
Nunez Carlos E	1509 ELLIS AVE	Both - New building AND Air Conditioning, Furnace	0.00	07/24/2026
OMEGA EXTERIORS	112 PARKVIEW DR	Re-Siding	16703.00	07/27/2026
OMEGA EXTERIORS	304 WALNUT ST	Re-Siding	23000.00	07/27/2026
OMEGA EXTERIORS	113 THOMAS AVE W	Re-Siding	32922.60	07/30/2026
RAVELING, DON L & LISA	807 ELAINE AVE	Deck	3000.00	07/31/2026
ROADSIDE DEVELOPERS INC	610 ELIZABETH ST	HVAC - Air Conditioning	4000.00	07/30/2026
Smidt Enterprises LLC	1109 SLATE ST	New Building/House	410000.00	07/29/2026
SWENSONS P&H INC	1109 SLATE ST	Both - New building AND Air Conditioning, Furnace	0.00	07/30/2026

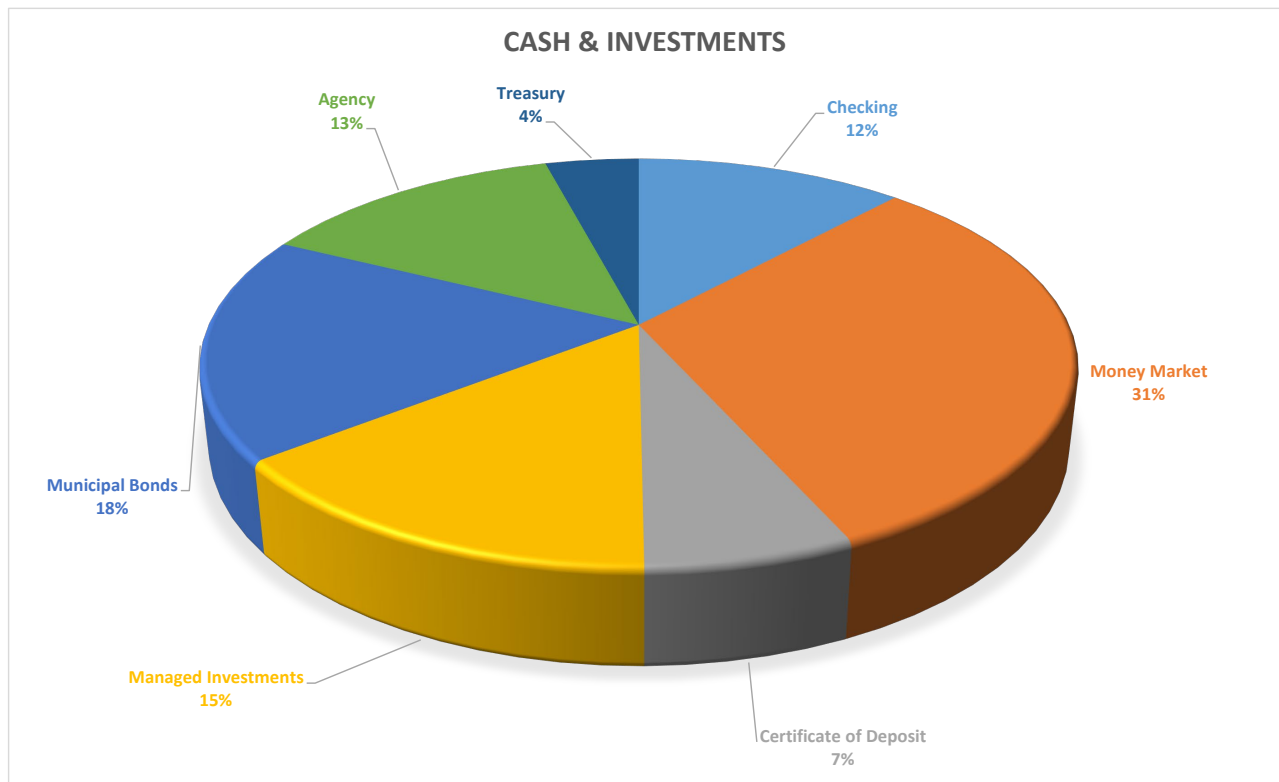
City of Marshall, Minnesota

Cash & Investments

7/31/2025

CASH & INVESTMENTS:

	Par Value	YTM Rate
Checking -Old National Bank	7,403,887.82	0.00%
Money Market - Old National (bond proceeds)	3,906,896.55	3.40%
Money Market - US Bank	99,217.06	3.61%
Money Market - US Bank (bond proceeds)	6,370,813.56	3.58%
Money Market - 4M	9,118,847.53	3.60%
Money Market - Ehlers	33,068.05	3.12%
Money Market - First Interstate	50,942.97	1.90%
Treasury - 4M	3,640,000.00	3.48%
Certificate of Deposit - Minnwest	239,900.00	0.00%
Investment Portfolio - General Fund	3,005,866.80	
Investment Portfolio - WW/SW Capital Reserve	4,013,597.63	
Investment Portfolio - Endowment Fund	2,111,761.37	
Municipal - US Bank	10,310,000.00	4.27% Average
Certificate of Deposit - US Bank	2,970,000.00	4.28% Average
Certificate of Deposit - US Bank (bond proceeds)	722,000.00	3.90% Average
Agency - US Bank	4,818,000.00	4.12% Average
Treasury - US Bank	2,000,000.00	4.24% Average
Certificate of Deposit - Ehlers	170,000.00	4.00% Average
Municipal - Ehlers	815,000.00	3.92% Average
Treasury - Ehlers	578,000.00	4.10% Average
TOTAL CASH & INVESTMENTS	62,377,799.34	3.27% Average YTM





Upcoming Meetings

August

- 08/11 Primary Election, 7:00 AM – 8:00 PM, Ward 1: Red Baron Arena; Ward 2: Marshall Middle School; Ward 3: Marshall Area YMCA
- 08/25 Work Session, 3:00 PM, City Hall
- 08/25 Regular Meeting, 5:30 PM, City Hall
- 07/28 Filing Closes for Council

September

- 09/08 Board/Commission Interviews, 5:00 PM, City Hall
- 09/08 Regular Meeting, 5:30 PM, City Hall
- 09/22 Regular Meeting, 5:30 PM, City Hall

2026 Regular Council Meeting Dates

2nd and 4th Tuesday of each month *(Unless otherwise noted)*

5:30 P.M.

City Hall, 344 West Main Street

January

1. January 13, 2026
2. January 27, 2026

February

1. February 10, 2026
2. February 24, 2026

March

1. March 10, 2026
2. March 24, 2026

April

1. April 14, 2026
2. April 28, 2026

May

1. May 12, 2026
2. May 26, 2026

June

1. June 9, 2026
2. June 23, 2026

July

1. July 14, 2026
2. July 28, 2026

August

1. Monday, August 10, 2026
2. August 25, 2026

September

1. September 8, 2026
2. September 22, 2026

October

1. October 13, 2026
2. October 27, 2026

November

1. November 10, 2026
2. November 24, 2026

December

1. December 8, 2026
2. December 22, 2026

2026 Uniform Election Dates

- February 10, 2026
- March 10, 2026
- April 14, 2026
- May 12, 2026
- August 11, 2026
- November 03, 2026

204C.03 PUBLIC MEETINGS PROHIBITED ON ELECTION DAY.

Subdivision 1. School districts; counties; municipalities; special taxing districts. No special taxing district governing body, school board, county board of commissioners, city council, or town board of supervisors shall conduct a meeting between 6:00 p.m. and 8:00 p.m. on the day that an election is held within the boundaries of the special taxing district, school district, county, city, or town. As used in this subdivision, "special taxing district" has the meaning given in section 275.066.