

Lewiston City Council
Council Meeting Minutes
April 8, 2020
Lewiston City Hall – 7:00 P.M.

1. Call to Order

Electronic City Council Meeting called to order by Mayor Beth Carlson at 7:14 pm April 8, 2020.

2. Pledge of Allegiance

3. Roll Call

Present (5): Mayor Beth Carlson, Councilor Larry Rupprecht, Councilor Carol Boynton, Councilor Dan Robertson and Councilor Niles Lavey. Not Present (0).

Others present: City Administrator/Clerk Cheryl Knight, Ambulance Director Matt Essig, Police Chief Scott Yeiter, Public Works Director Curt Benter, Julie Dahl, Jeff Essig and Mabelle Frisbie.

4. Agenda- Changes and additions

City Administrator/Clerk Cheryl Knight requested to add COVID-19 item as an ongoing agenda item number 11.2. Also, the WWTP blower motor needs to be added-Mayor Carlson suggested it as 10.1.

Councilor Boynton motioned for approval of the Agenda with said changes. Seconded by Councilor Lavey. Approved 5-0.

5. Adopt Consent Agenda

A. Emergency Council Meeting Minutes- March 17, 2020

B. Regular Council Meeting Minutes- March 25, 2020

C. Accounts Payable

Mayor Carlson motioned to adopt the consent agenda as presented. Seconded by Councilor Boynton. Approved 5-0.

6. Citizens' Concerns- None

7. Bolton-Menk Work Order TH 14 Loop-Bryan Holtz

City Administrator/Clerk Cheryl Knight stated this work order for Bolton-Menk was to apply to the Minnesota Department of Health Project Priority List for adding a second source of water to the Debra Drive area. This work order was in the amount of \$2,500.

Councilor Rupprecht motioned for approval of the Bolton-Menk work order for TH 14 water main loop for the maximum amount of \$2,500. Seconded by Councilor Boynton. Approved 5-0.

8. Ambulance Department Monthly Report- Matt Essig

Ambulance Director Matt Essig reported there were 15 calls for the month of March, much less than usual but representative of what EMS is seeing now with the shelter in place orders. The total for the year through March stands at 56 calls. The EMR class has finished with all 17 students receiving their EMR certification, with several students from Lewiston Fire. 18 out of 30 Lewiston Fire Department members are now EMR certified. Essig ran two different exams in order to meet the under 10 people maximum per group.

Approximately \$1,700 was spent to replace the rear axle seals and rear brakes on the ambulance at Lewiston Auto. There was \$4,000 budgeted for ambulance repairs and maintenance.

COVID-19 planning during March 18-20 included preparing a 20-page Response Plan for the emergency services here in Lewiston. The plan was reviewed and updated by the Ambulance Board and the medical director, and the plan was then used as a draft plan for all agencies in southeast Minnesota. 26 members in the ambulance services has been reduced by about 6-8 people: a couple being injured, on maternity leave, or high risk due to COVID-19 and needing to step away from active service. There are now 14 EMT's and 4 drivers. The schedule is now made every 7-10 days, instead of the usual month. There are no in-person trainings for now. PPE (personal protective equipment) was received by the state so there is a good stock. The Minnesota Department of Health released \$50 million to assisted living facilities, nursing homes and transport agencies. The ambulance department applied for \$123,000 to be used for staffing, the purchase of the Tahoe from the Police Department, and additional training. The award amount to Lewiston Ambulance was \$16,280. The Ambulance Board will need to meet and recommend how to spend those funds. The City Administrator will set up another fund (dept) to track these grant funds. There is another \$150 million in grants to apply for.

A recent discussion has centered on shower facilities for the ambulance staff. These facilities are needed so ambulance staff can shower and change clothes and not bring anything home to their families. The best plan so far is to use the shower facilities at St. John's for a small fee.

Director Essig commented on how the ambulance members have really stepped up and adapted in the face of this COVID-19 pandemic. Council members thanked Matt for all he has done and is doing, and the ambulance members also. Mayor Carlson suggested thank-you cards for the volunteers.

9. Police Department Monthly Report- Scott Yeiter

Police Chief Scott Yeiter stated the report was in the packet, with an overall reduction in law enforcement services except for those related to domestic abuse. Call volume is down locally and calls for service are being handled by phone or at the front door. The full-time officer had to step back from being available for the ambulance because he is one of only two persons for the Police Department.

An update on the new vehicle: it was supposed to be at the outfitter in the Twin Cities but didn't make it there due to delivery issues. The outfitter might run up north and get it. The payment for the squad and the camera was in the packet this week. Graphics are being worked on and will be ready once the squad is outfitted.

COVID-19 is a constantly changing process. There had been calls for large groups of people at the parks-public works put up signs that the playgrounds are closed. Other calls included families out together-which is allowed. Council members thanked Chief Yeiter and his department as well. Chief Yeiter thanked Ambulance Director Essig for all his work on the response plan. City Administrator Knight stated that a copy of this response plan had been forwarded to each Council member and department head approximately two weeks ago.

Councilor Lavey questioned the speed signs because he was on Fremont Street early afternoon with his daughter and people were going by fast. Chief Yeiter stated the speed signs were out, and the speed limit was 30 mph unless children were present.

10. Public Works Monthly Report- Curt Benter

Public Works Director Curt Benter stated a quote was received from Ferguson Waterworks to replace three meters with radio read meters. With this completed, all the north side of the business district will be radio read capable. All the commercial customers will then be radio read capable, with only apartment buildings not radio read capable.

Mayor Carlson motioned for approval of the purchase of radio meters for Rislow Service Center, St. Johns School, and Winfield Solutions in the amount of \$2,339.54. Seconded by Councilor Boynton. Approved 5-0.

10.1 WWTP Blower Motor

City Administrator/Clerk Cheryl Knight stated that information was received from James Creaghe at the WWTP that the blower for the sludge tank was inoperable. An estimate was received from Bernie Frisch to remove and replace the 25 hp motor in the amount of \$2,022.50. Mayor Carlson had approved this estimate in order that this item could be replaced immediately.

11. City Administrator's Report- Cheryl Knight

11.1 Resolution 2020-08 A Resolution Extending the Period of a Local Emergency

Knight stated this resolution continues the Mayor declared emergency until further action of the City Council and allows for meetings to be held through electronic means. It also states that city staff or the public do not have to be present at the regular meeting location of City Hall. This remains in effect until action is taken by City Council to stop it, or when the Governor rescinds his peacetime emergency declaration for the state of Minnesota.

Councilor Rupprecht motioned for approval of Resolution 2020-08 A Resolution to Extend the Period of a Mayor-Declared Local Emergency until the Emergency is ended by the State of Minnesota. Seconded by Councilor Boynton. Approved 5-0.

11.2 COVID-19 Update

Police Chief Yeiter discussed the COVID-19 issue of the presumption workers comp coverage for first responders. This means that if a first responder comes down with COVID-19, the presumption is that it was contracted during work unless the employee was on vacation for a month. LMC (League of Minnesota Cities) was unhappy with this because it wasn't specifically funded with other than the usual workers comp fund and there is a push to fund this separately to avoid passing the increased workers comp costs back to the individual cities. This was signed into law, but then figure out how to pay for this later.

Councilor Lavey inquired if the Governor decided anything about the golf courses? It sounds like mowing of greens was approved, but nothing else at this time. The Governor's order requires the various departments to work together in deciding how and when to open non-critical functions. Councilor Rupprecht stated there is a concerted effort in the golf community to lobby for allowing persons to walk on the golf courses, with limitations to the number of persons allowed in the clubhouse at any one time.

12. Additional Council Concerns-None.

Councilor Rupprecht stated a property owner on the south side of the dog park contacted him and stated the fencing on the south side of the dog park was on his property. City Administrator Knight will review for the property survey and discuss with Greg Bronk, who was instrumental in putting that fencing up.

Councilor Lavey mentioned a hazard at the southwest corner of Lincoln and Williams streets. There is a large length of rebar sticking out of a concrete rubble at the edge of the sidewalk. Knight has an email for the owner and will follow up with them.

Mayor Carlson reminded everyone to take care of themselves during this COVID-19 pandemic.

City Administrator Knight brought up the issue of water delinquencies and that there are at least a dozen folks with 90-day delinquent bills. Mayor Carlson and Councilor Rupprecht discussed certifying them to property taxes. Knight will bring the specifics of the amounts, as well as the certification list to the next Council meeting for discussion.

Councilor Rupprecht motioned to adjourn the City Council meeting. Seconded by Councilor Boynton.
Approved 5-0.

The Council Meeting was adjourned at approximately 8:07 pm on April 8, 2020.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk