

Lewiston City Council
Council Meeting Minutes
August 12, 2020
Lewiston City Hall – 7:00 P.M.

1. Call to Order

Electronic City Council Meeting called to order by Mayor Beth Carlson at 7:01 pm August 12, 2020.

2. Pledge of Allegiance

3. Roll Call

Present (4): Mayor Beth Carlson, Councilor Dan Robertson, Councilor Niles Lavey and Councilor Carol Boynton. Not Present (1): Councilor Larry Rupprecht.

Others present: City Administrator/Clerk Cheryl Knight, Deputy Clerk Jana Benter, Ambulance Director Matt Essig, Police Chief Scott Yeiter, Public Works Director Curt Benter, Erik Fredberg, Nick Haag, Polly Calhoun, and Nick Ebnet.

4. Agenda- Changes and additions

City Administrator/Clerk Cheryl Knight requested to add Public Works Report after the Police Department report, as item 9.1.

Councilor Robertson motioned for approval of the Agenda with said addition. Seconded by Councilor Boynton. Approved 4-0.

5. Adopt Consent Agenda

- A. Regular Council Meeting Minutes- July 22, 2020
- B. Accounts Payable

Councilor Robertson motioned to adopt the consent agenda as presented. Seconded by Councilor Boynton. Approved 4-0.

- 6. Citizens' Concerns-** Nick Ebnet had a question about the street project. Knight stated it was not listed on the Agenda for the meeting. Ebnet was looking for an update. Knight stated she signed the notice to proceed and the contracts, and they were sent out to the contractor and the engineer. Public Works Director Curt Benter stated the proposed start date is August 24, 2020. Councilor Boynton inquired as to the meeting for the residents of 1st and 2nd Street between Fremont and Benike Streets- Knight stated the mailings have been sent out and the meeting will be August 24, 2020 at 6pm in the Community Center.

7. Resolution 2020-20 Calling a Public Hearing on the Establishment of Tax Increment Financing District 1-2 and the Adoption of a Tax Increment Financing Plan Relating Thereto- Mike Bubany

Mayor Carlson stated that Mike Bubany was not in attendance. City Administrator/Clerk Cheryl Knight stated that this resolution is only for City Council to call a public hearing on the establishment of a TIF District.

Councilor Boynton motioned for approval of Resolution 2020-20 Calling a Public Hearing on the Establishment of Tax Increment Financing District 12 and the Adoption of a Tax Increment Financing Plan Relating Thereto. Seconded by Councilor Robertson. Approved 4-0.

8. Ambulance Monthly Report- Matt Essig

8.1 Monthly Report- Matt Essig stated the monthly report is in the packet. Comparable to last year through July, this year has only 5 calls less than last year. A hybrid EMR class is planned starting August 24th. Mondays will be online; Wednesdays will be in-person. There will be a COVID policy to follow, students will be screened coming in on Wednesday's along with a liability waiver. The PT ambulance staff is working out well, with many projects being worked on.

8.2 Resignation- Nick Haag

Due to COVID-19, there has not been a formal retirement party for Haag yet. He has been a huge asset to the ambulance, having served from 1993 to August of 2020, 27 years of service to the ambulance-in many different positions: ambulance director, training officer, crew captain, and probably others before Essig's time. He was truly one of the faces of Lewiston ambulance, along with Sandy Nisbit. Essig said a big party will be thrown for Haag sometime in the future. Haag was present in the Zoom meeting so Council could express their thanks and great appreciation to him. Gratitude and appreciation were expressed from Councilors Boynton, Lavey, and Robertson, along with Mayor Carlson. City Administrator Knight added her thanks on behalf of the City. Essig stated once something gets scheduled, he will notify everyone, and that Nick's name will forever be in the history book for the Ambulance Department. Haag expressed his appreciation to Essig, stated he was "one of the best bosses he'd ever worked for".

Councilor Boynton motioned for approval of Nick Haag's resignation from the Ambulance Department effective August 1, 2020. Seconded by Mayor Carlson. Approved 4-0.

Essig also stated that Council had previously approved Kelly Haines and Shaelyn Bambenek as new members to the ambulance service. Bambenek had started EMT class, but it was stopped due to COVID-19. Winona Ambulance will be starting EMT class soon, so both ladies will be attending there. Hoping they will be added to the service as EMT's in January 2021.

8.3 New Ambulance Lockers

Knight stated a picture of the new ambulance lockers was added as an informational item only for Council. Essig stated the new lockers are installed on the wall near the ambulance to store member's PPE and personal items. Councilor Boynton again expressed her thanks to Essig and the ambulance staff for all they do in the community. Essig stated he appreciated the support received from the City Council, because not all ambulance services have that.

9. Police Department Monthly Report- Scott Yeiter

Chief Scott Yeiter stated the monthly report was in the packet, and there has been an uptick in activity. There have been car entries and unlocked garage entries in the area.

Chief Yeiter updated the Council that he had a significant exposure to a COVID positive patient. He does not feel that there is risk to the City employees or the citizens of Lewiston. Due to that exposure, however, he will be quarantining for 14 days. The part-time officers will backfill daily hours and Chief Yeiter is available by phone or email.

9.1 Public Works Monthly Report- Curt Benter

Public Works Director Curt Benter stated there has been a catastrophic failure of the left drive unit to the 2004 skid steer owned by the City. It is not cost effective to repair, with the repair estimate at \$9,633.62. The City purchased this skid steer in 2018 at a price of \$10,800 after various trade-in items. Kalmes Implement has a 2015 Case TV380 for \$49,900 less a trade-in allowance of \$3,475 for a net amount due of \$46,425.00. A second estimate from Titan Machinery is a 2019 Case TR340 for \$70,000-with a best quote of \$65,000. Per the City Administrator, there is \$60,000 available in the CIP fund. The current \$60,000 in CIP is designated for sealcoating streets can be put off a year. Mayor Carlson wonders if a neighboring city would want to share one with us, or maybe rent one to us? Benter will check on these and report back at the next Council meeting.

10. City Code of Ordinances Chapter 8 Discussion- Councilor Rupprecht

Councilor Rupprecht was not in attendance, so this topic will continue to the 8/26/20 meeting.

11. Committee Reports

11.2 Personnel- There was discussion of spending the CARES Act monies. Ambulance Director Essig stated the items being considered for the ambulance was the electrostatic sprayer using hydrogen peroxide, with one staying at the school garage for the buses and available to the City, and one wherever the City chooses. They were \$6,000 each, plus extra for a 55-gallon drum of solution. There was also an ozone sterilization suitcase-sized piece of equipment ideal for the fire truck, police squad and other vehicles, and a UV light for city hall rooms that is similar to those used at Mayo. There was discussion of paying the ambulance members an additional \$2 per hour

on-call continuing through December. City Administrator/Clerk Cheryl Knight stated she will have a conversation with Donna Mack from CEDA to discuss what they were working on as a group to help businesses, and will hear from Holly Jacobs on what the State of MN was spending money on, and would get a list to her. Chief Yeiter had mentioned hazard pay as a possibility also.

Councilor Boynton motioned for approval of the purchase of two electrostatic sprayers (foggers) with an additional 55-gallon drum of solution at a cost of up to \$14,000. These funds are from the CARES Act funds. Seconded by Mayor Carlson. Approved 4-0.

Mayor Carlson motioned for approval of the purchases of the ozone sterilization machine and the UV light system for disinfecting rooms and equipment in an amount not to exceed \$14,000. These funds are from the CARES Act funds. Seconded by Councilor Boynton. Approved 4-0.

There will be further action brought to Council on the \$2 per hour on-call pay for ambulance members, and a new floor scrubber. Benter stated the cheapest floor scrubber is a 22” scrubber for \$7,789 and a stand-up model for just under \$9,000.

12. City Administrator’s Report- Cheryl Knight

12.1 Building Code Effectiveness Grading Schedule Audit Letter and Report (ISO)

City Administrator/Clerk Cheryl Knight said that the audit letter and the full report was in the packet. Knight and the City building inspector Chad Sommer supplied a checklist of items to an inspector along with hour long interviews each culminating in the issued report. The grade was a 5 for 1-and 2 family residential, and 4 for commercial and industrial property. There was an increase in the residential score from 10 years ago, but there was a small decrease in the commercial score. Knight stated one item lacking was a formal contract with our building inspector that she is hoping to bring to City Council at the beginning of the new year. Yeiter questioned what the scoring grade was? Mayor Carlson wondered what this grade did for us. Knight will report these answers back at the next meeting.

12.2 Resolution 2020-21 Establishing Trails Committee under the Lewiston EDA

City Administrator/Clerk Cheryl Knight stated that the EDA voted and recommended to rename the Prairie Trails Park, and now wants the trails committee to come under the supervision of the EDA.

Mayor Carlson motioned for approval of Resolution 2020-21, Re-Establishing the Trails Committee under the Lewiston EDA. Seconded by Councilor Robertson. Approved 4-0.

The Adopt-a-Park packets were mailed out after the last Council meeting, and Knight is requesting that they be completed and returned to City Hall. Park Captains will be identified, and information will be forwarded to them.

13. COVID-19 Information and Updates

Police Chief Yeiter says to “wash your hands and wear your mask”. Winona County Public Health issued an outbreak notice for Lewiston last week but did not notify City officials beforehand. Yeiter gave them feedback concerning their official statement. Mayor Carlson said to “take care of yourselves!”

14. Additional Council Concerns-None

Councilor Robertson motioned to adjourn the City Council meeting. Seconded by Councilor Boynton.
Approved 4-0.

The Council Meeting was adjourned at approximately 8:00 pm on August 12, 2020.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk