

Lewiston City Council
Council Meeting Minutes
August 26, 2020
Lewiston City Hall – 6:00 P.M.

1. Call to Order

Electronic City Council Meeting called to order by Mayor Beth Carlson at 6:00 pm August 26, 2020.

2. Pledge of Allegiance

3. Roll Call

Present (4): Mayor Beth Carlson, Councilor Dan Robertson, Councilor Carol Boynton, and Councilor Larry Rupprecht. Not Present (1): Councilor Niles Lavey-signed in at 6:03pm. Others present: City Administrator/Clerk Cheryl Knight, Ambulance Director Matt Essig, Fire Chief Tim Dahl, Police Chief Scott Yeiter, Public Works Director Curt Benter, Erik Fredberg, and Winona County Sheriff Ron Ganrude.

4. Agenda- Changes and additions

City Administrator/Clerk Cheryl Knight requested to add 5D, under the Consent Agenda for budget amendments, and under #11 the City Administrator's Report: item 11.2 1st and 2nd St Alleyway discussion, 11.3 Skid-Steer Investigation, 11.4 Fool's Five Request, and 11.5 Resolution 2020-22 CARES Act.

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

5. Adopt Consent Agenda

- A. Regular Council Meeting Minutes- July 22, 2020
- B. Accounts Payable
- C. EDA Façade Grant- Harlen and Penny Wilson
- D. Budget Adjustments

Mayor Carlson asked if it was 2018 or 2020 budget adjustments. Knight stated it was for 2020.

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

6. Citizens' Concerns- None

7. K-9 Fundraising Request- Winona County Sheriff's Office- Sheriff Ron Ganrude and Deputy Adam Carlson

Winona County Sheriff Ron Ganrude and Deputy Adam Carlson was present and discussed the current K-9 officer, Cleo. A letter was enclosed in the Council packet. Cleo will be retired at the end of the 2020, and the Sheriff's Office is requesting donations to purchase another K-9 dog and training, estimated to cost \$17,000. Private donations can be made to 201 W 3rd St Winona MN 55987 and in the memo address it to the K-9 fund. Police Chief Yeiter stated there is excess budget available in his gas/diesel budget to cover this donation. Further discussion continued. City Council thanked Deputy Carlson and Cleo for all their work.

Councilor Rupprecht motioned for approval of \$1,000 donation from the City of Lewiston to the Sheriff's K-9 Fund. Seconded by Councilor Boynton. Approved 5-0.

8. PeopleService Monthly Report- James Creaghe

Creaghe was not in the meeting, but his monthly report was in the packet.

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

Councilor Rupprecht did not have anything prepared and prefers to meet in person to discuss this matter. Councilor Boynton stated she had read the chapter and that there are many codes that need to be followed. Mayor Carlson stated she had also read the chapter. Councilor Lavey stated he would meet Councilor Rupprecht in person at City Hall if Councilor Rupprecht requests for a hybrid-type meeting. Councilor Rupprecht stated that if the Council does not take action to address provisions of this chapter 8, the Council members leave themselves open for liability for not mitigating or ameliorating nuisances. This action is not being done only by the current Council, but past Councils as well. Police Chief Yeiter has addressed complaints that have come in, and Knight has sent letters out as well. If the neighbors do not call in and complain, the City does not choose to look for issues. Significant discussion followed.

10. Committee Reports

10.1 Personnel- Mayor Carlson reported there was discussion on the CARES Act funding, and what should it be used for. Knight brought forward a resolution which will be addressed during the Administrator's report. Councilor Rupprecht stated that the resolution does not address anything for the local businesses and their losses. Mayor Carlson stated that with our funding we did not want to duplicate efforts. Knight further stated that Winona County is working in conjunction with SEMMCHRA to help business owners and homeowners/renters with available grant funding.

10.2 EDA- Mayor Carlson stated that there was discussion about next year's EDA budget, and how much time/hours we want our CEDA rep to work per month. The pending annexation was discussed, and it was decided it will not be going forward. Letters were sent to those affected property owners. Prairie Trails Park is getting lots of good press. The façade grant application from

the Wilson's was discussed. The Trails Subcommittee has been moved under the EDA. There was also an update given on the Housing Institute, and information that Chairman Nienow had a potential buyer for the new property at 295 E Main St, but they preferred a blank, clean lot. Minnesota DEED (Dept of Employment and Economic Development) had stated they exhausted their demolition grant funds for this year but will advise when funds are available next year. We will want to apply for a demo grant to clear this property.

11. City Administrator's Report- Cheryl Knight

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

City Administrator/Clerk Cheryl Knight said that there were questions on the report presented at the previous Council meeting, so she produced an information sheet from the ISO website.

11.2 1st and 2nd Street Alleyway

City Administrator/Clerk Cheryl Knight stated that Bryan Holtz moderated a meeting of the affected property owners. Eight owners were in attendance, and several emails were received. Holtz stated the feedback received was that nothing needed to be done. There is a drainage issue there, which Holtz said should be addressed when the alleyway gets paved. Holtz advised the residents would like a "local traffic only" sign for the alley, and now that the alley is staked, can the trees and shrubs be removed from the right-of-way? Knight brought up another alleyway on 1st Ave North and Williams Street that is also creating problems. A homeowner privately paid for a property survey which indicates that the alleyway apron is in the wrong place, with utility boxes and a utility pole right in the middle of the actual alleyway. Holtz suggested a conversation with the Winona County Engineer would be helpful, as would the City potentially obtaining an ingress/egress easement. Holtz showed a picture of the affected property. Discussion continued.

11.3 Skid-Steer

Knight stated that Council had requested Public Works Director Curt Benter investigate more into a skid steer. Kalmes Implement had a quote of \$46,425. Funds are not available in the CIP Fund nor in the streets budget for this amount. The City's financial advisor, Mike Bubany, put Knight in contact with the credit officer of First Independent Bank of Russell MN. The officer advised we can do a lease-purchase through them for \$1,250 upfront fee, and an annual lease payment of \$6,683.52 for 8 years.

Benter stated he had reached out to neighboring communities as previously requested. Each community had their own equipment and was not be wanting to cost share one. Councilors Rupprecht and Boynton had each talked with neighboring communities also and there would be more issues with trying to share equipment than it would be worth. Discussion continued.

Councilor Rupprecht motioned for approval to purchase the 2015 Case TV380 track skid steer from Kalmes Implement using the 8-year lease agreement from the First Independent Bank of Russell MN plus \$1,250 upfront fee. Seconded by Mayor Carlson. Approved 5-0.

11.4 Fools Five Request

Knight stated she had a conversation with Dan Goss from Fools Five asking to use the parking lot to the north of City Hall for their auction along with the City Hall main hallway and restrooms. Discussion followed. Decision made that City Council wants to hear from the Fools Five Committee as to how COVID-19 precautions will happen by using this venue.

11.5 Resolution 2020-22 Accepting a Grant from the State of Minnesota Coronavirus Relief Fund (CRF)

Knight stated this resolution accepts the State of Minnesota CARES funds (labeled as Coronavirus Relief Fund CRF) and increased the budget in the line items where expenses have occurred and where they are likely to occur. Councilor Rupprecht was concerned that no funds were offered to local businesses. Discussion continued. Mayor Carlson said that because this resolution was a late addition to the agenda, perhaps the resolution could be amended to accept the funds only.

Mayor Carlson motioned to accept Resolution 2020-22 Accepting a Grant from the State of Minnesota Coronavirus Relief Fund (CRF) and crossing out “amends the City operating budget as follows”.
Seconded by Councilor Rupprecht. Approved 5-0.

12. COVID-19 Information and Updates- None

13. Additional Council Concerns- Councilor Rupprecht expressed his thanks to all present for the good discussion this evening. Mayor Carlson stated the Census is still going on so please complete your information as it is valuable to the City. Knight requested that this Zoom meeting be stopped, and the budget discussion Zoom meeting be started so they are recorded separately. Agreement made that the budget Zoom meeting will start at 8:30pm.

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

The Council Meeting was adjourned at approximately 8:24 pm on August 26, 2020.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk