

Lewiston City Council
Council Meeting Minutes
July 22, 2020
Lewiston City Hall – 7:00 P.M.

1. Call to Order

Electronic City Council Meeting called to order by Mayor Beth Carlson at 7:00 pm July 22, 2020.

2. Pledge of Allegiance

3. Roll Call

Present (3): Mayor Beth Carlson, Councilor Larry Rupprecht, and Councilor Carol Boynton. Not Present (2): Councilor Dan Robertson and Councilor Niles Lavey.

Others present: City Administrator/Clerk Cheryl Knight, Ambulance Director Matt Essig, Police Chief Scott Yeiter, Public Works Director Curt Benter, Bryan Holtz, Mike Bubany and Nick Ebnet.

4. Agenda- Changes and additions

Councilor Rupprecht requested to remove item #12, City Code of Ordinances Chapter 8 Discussion from the agenda. Rupprecht requested this discussion be held when all members are present, and hopefully with a face-to-face meeting. City Administrator Cheryl Knight will continue this item to the next agenda. Mayor Carlson requested to add Mr. Bob Schell and porta potties at the parks as item #9.1. Knight requested to add Accounts Payable #3 item under 5C.

Mayor Carlson motioned for approval of the Agenda with said changes. Seconded by Councilor Boynton. Approved 3-0.

5. Adopt Consent Agenda

- A. Regular Council Meeting Minutes- July 8, 2020
- B. Accounts Payable
- C. Accounts Payable 2
- D. Accounts Payable 3

Mayor Carlson motioned to adopt the consent agenda with the additions mentioned above. Seconded by Councilor Boynton. Approved 3-0.

6. Citizens' Concerns- None

7. 2018 Street and Utility Rehab A-1 Pay Estimate #7 Final and Revised- Bryan Holtz

Bryan Holtz stated this pay estimate was approved December 2019. There were some minor changes made, and A-1 dragged their feet on getting items finished. Most of this payment is for

retainage and this concludes our involvement with A-1 Excavating for the foreseeable future. This is the final payment for the 2018 portion of the street project. There is still a two-year warranty on this project that starts after approval of this pay estimate.

Chippewa Concrete Services still had some clean-up, landscaping work and cracked concrete panels that need to be fixed for their portion of the project, and they will be onsite mid next week to complete those items.

Councilor Boynton motioned for approval of Pay Estimate #7 Final and Revised to A-1 Excavating in the amount of \$243,133.77. Seconded by Mayor Carlson. Approved 3-0.

8. Resolution 2020-19 Call for Partial Redemption of 2012B Bonds- Mike Bubany

Mike Bubany, the City's financial advisor from David Drown and Associates, stated that when bonds become callable (like a prepayment on a mortgage), he reviews to see if there are funds available to pay down these bonds. In this case, there was \$190,000 in the debt service fund available. If the City uses the approximately \$190,000 available to partially redeem these bonds, the associated tax levy on these bonds will go down approximately \$20,000 per year. There are basically no fees associated with doing this call for partial redemption. It does not make sense to keep the money in the bank because the City is paying more in interest on the bonds than we are gaining by keeping funds on deposit at the bank.

Mayor Carlson motioned for approval of Resolution 2020-19 Call for Partial Redemption of 2012B Bonds. Seconded by Councilor Boynton. Approved 3-0.

9. Resolution 2020-20 MN Rural Water Microloan Program Approval- Mike Bubany

Mike Bubany stated this money was to pay for the 2020 street rehabilitation projects. This is a ten-year bond program placed all with one bank, with the issuance costs being significantly less than a regular bond issuance. City staff contacted MinnWest Bank to determine if they would make the deal, and they said yes. The rate is 2% fixed for the ten years for principal of \$250,000. Other cities recently used this program and received exactly the same rate. There are very flexible prepayment options available. Bubany reviewed page two of the cashflow summary, with the bid price, engineering costs, flat fee of \$5,050, and a contingency of \$4,032. Cash contribution of \$47,000 is from City funds. The first payment is due 8/2021-after the first receipt of the levy is realized. The annual payment due is roughly \$20,000-the same amount the preceding bond levy will be decreased by. There are \$72,000 in special assessments to be finalized yet this fall, at a 10-year term at 3% interest (one point over our bond interest rate). This bond issue will close on August 10, 2020. Councilor Rupprecht thanked Bubany for his work on the City's behalf.

Councilor Boynton motioned for approval of Resolution 2020-20 MN Rural Water Microloan Program. Seconded by Councilor Rupprecht. Approved 3-0.

9.1 Porta potties at the parks- Bob Schell

Mayor Carlson stated she received an email from Bob Schell of Altura Youth Sports asking if the City would allow AYS to place porta potties in the two fields used in Lewiston. Schell had also previously contacted Public Works Director Curt Benter to ask the same question. Benter stated that the public restrooms are not currently open due to COVID-19. This could potentially be a huge liability for the City if a child gets sick or worse. Mayor Carlson read from the MN guidance on opening outdoors: clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure hand-washing supplies. There is no running water at City View Park. Knight stated there were no handwash stations available to rent from KIMO's, per Councilor Lavey's request at the prior Council meeting. No current action will be taken but this item will remain on the City's radar.

10. Public Works Monthly Report- Curt Benter

Public Works has received quotes for replacing the streetlight heads on Debra Drive from a high sodium lamp to LED lighting. The quotes are: Prigge Electric for \$3,348, and Frisch Electric \$3,900. Funds would come from an insurance check received from damages to the light pole at the east end of Debra Drive, with a balance available of \$3,060.25, with the rest coming from the streetlight maintenance account. This is a metered lighting system, so with the new LED lights there will be an immediate savings in electric use, and a longer use time-in addition to a brighter light.

Councilor Rupprecht motioned for approval of Prigge Electric LLC in the amount of \$3,348 to replace streetlight heads as presented. Seconded by Councilor Boynton. Approved 3-0.

Public Works Director Benter stated the ash tree removal in the City parks and public properties has gone very well this year. The only property left is Southside Park with about 6 trees to do. Councilor Rupprecht said the south side of West Main Street still has some ash trees, but Benter says they are small and can be done in a day.

11. PeopleService Monthly Report- James Creaghe

Creaghe stated his monthly report was in the packet. Councilor Rupprecht stated a huge influx of rainwater-770,000 gallons-all within a few hours after rain started on June 10th, created the overflow from the equalization basin and stated there has to be a direct feed someplace. Creaghe said in years past, groundwater pumps or cisterns from homes were allowed to pump into the sanitary sewer-standard practice for the sewer pond system. Some smoke testing was done in

Lewiston previously. Rupperecht asked if Creaghe knows if MPCA or MN Dept of Health have any resources to help in this search. Creaghe stated that Mark Hugeback from MPCA is aware of the situation here in Lewiston and wants us to continue working to remedy this situation. Knight stated she contacted Bryan Holtz and he and his staff will meet with Creaghe and Benter in the near future to discuss this matter further.

Creaghe stated the needed blower has been replaced and the ammonia levels are coming down.

12. City Code of Ordinances Chapter 8 Discussion- Councilor Rupperecht-REMOVED

13. Committee Reports

13.1 EDA- Councilor Boynton stated that the meeting was long, and there were discussions about annexation; water line breaks and who pays for them; the façade grants (and extended National Chemical's open grant to June 1, 2021); the Prairie Trails Park including a parking area and the Facebook group is at 170+; pizza night at the Farmer's Market will be July 29th; rules for the city parks-that dogs need to be on a leash (except at the Dog Park!); and the Adopt-a-Park program. Knight stated the Adopt-a-Park program packet needs to be approved by Council and will then be sent out to those who have expressed interest. The property at 295 E Main was discussed, and there are some possible buyers who want the building demolished. The Minnesota Housing Partnership is running a Housing Institute for eighteen months and that will start up next week Tuesday. Both the Mayor and City Administrator are involved with the Institute. Winona County SHIP is helping with a bike fix-it station, with a possible donation from a local employer for the concrete slabs needed. The Parks, Trails and Beautification Committee of the City's committees was also discussed, and due to the new Prairie Trails Park, the EDA wants to take the Trails portion of the committee back and make it a subcommittee under the EDA. Mayor Carlson requested a resolution from Knight for the next council meeting.

Mayor Carlson motioned for approval of the Adopt-a-Park individual application packet. Seconded by Councilor Boynton. Approved 3-0.

13.2 Personnel- A representative from Flaherty & Hood was in attendance at the meeting to discuss the job/wage study. She explained what was done to date, and what needs to happen next. There will also be a discussion on the City's CARES funding at tomorrow night's meeting.

14. City Administrator's Report- Cheryl Knight

14.1 Alleyway between 1st and 2nd Streets

City Administrator/Clerk Cheryl Knight said this item was requested to be carried forward. Mayor Carlson was hoping to get a list of the concerns being raised. Chief Yeiter relayed his knowledge of the alleyway concerns. Bryan Holtz stated the alleyway is dedicated (between 1921-1923) and is

in the alleyway management plan. Further discussion continued. A public meeting will be set up by Holtz to discuss the resident's concerns in this area.

Councilor Rupprecht motioned to authorize Bolton-Menk (Bryan Holtz) to develop a plan for a public informational meeting with the residents involved on the alley between 1st and 2nd streets and from Fremont to Benike Streets. Seconded by Councilor Boynton. Approved 3-0.

14.2 Park Handwash Stations

City Administrator/Clerk Cheryl Knight stated that she followed up on Councilor Lavey's concerns about a handwash station for the parks, and that there are none available for rent. Also, the owner of the empty lot across from the bank was sent a certified letter to start his 30-day time frame to get nuisances cleared. Knight also mentioned the sewer expenses at this same time last year was about \$6,000 higher than this year.

15. COVID-19 Information and Updates

Mayor Carlson mentioned that Minnesota Governor Tim Walz instituted a mask order starting on Saturday 7/25/20. The city will be holding garage sales from August 12-16th, and Shawn Kennedy-Lee asked did the City want to change any of the guidelines recommended? The guidelines followed the MN Department of Health so no, the City does not recommend changing anything at this time.

16. Additional Council Concerns-

Councilor Rupprecht commented that the pole on the empty lot has been there forever and perhaps the sidewalk could be moved away from the pole, either at the City or property owner's expense? Perhaps a discussion could be started with the property owner.

Mayor Carlson motioned to adjourn the City Council meeting. Seconded by Councilor Boynton. Approved 3-0.

The Council Meeting was adjourned at approximately 8:02 pm on July 22, 2020.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk