

Lewiston City Council
Council Meeting Minutes
March 11, 2020
Lewiston City Hall – 7:00 P.M.

1. Call to Order

City Council Meeting called to order by Mayor Beth Carlson at 7:00 pm March 11, 2020.

2. Pledge of Allegiance

3. Roll Call

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

Others present: City Administrator/Clerk Cheryl Knight, Ambulance Director Matt Essig, Cable Coordinator Robert Pack, Police Chief Scott Yeiter, Bryan Holtz and Mabelle Frisbie.

4. Agenda- Changes and additions

Councilor Robertson motioned for approval of the Agenda as presented. Seconded by Councilor Rupprecht. Approved 4-0.

5. Adopt Consent Agenda

- A. Regular Council Meeting Minutes- February 26, 2020
- B. Accounts Payable
- C. Accounts Payable 2
- D. Accounts Payable 3

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

6. Citizens' Concerns- None

7. Resolution 2020-05 A Resolution Approving the Acquisition of Real Property- City Attorney Mike Flaherty

Mayor Carlson stated this was discussed at the special meeting held immediately before this Council meeting. This is a legal step approving the purchase by the EDA of the property located at 295 E Main Street here in Lewiston.

Councilor Rupprecht motioned for approval of Resolution 2020-05 Approving Acquisition of Real Property at 295 E Main Street. Seconded by Councilor Robertson. Approved 4-0.

8. 2018 Street and Utility Project- Chippewa Concrete Services Pay App 5- Bryan Holtz

Bryan Holtz stated pay estimate #5 was in the packet in the amount of \$8,167.38 payable to Chippewa Concrete Services. The project is about \$6,000 under budget. Retainage of 1% is still holding because of sod needing to be removed from over curb stops. A-1 Contracting still needs to forward paperwork to the engineer's office before their final payment can be released.

Councilor Rupprecht motioned for approval of Contractor's Estimate Number 5 in the amount of \$8,167.38 payable to Chippewa Concrete Services. Seconded by Councilor Robertson. Approved 4-0.

Holtz also mentioned creating a water main loop for Highway 14. The Minnesota Department of Health would potentially look favorably on creating this loop to allow two water feeds across Highway 14 to Debra Drive. A work order will be prepared and brought to Council.

9. Ambulance Department Monthly Report- Matt Essig

Ambulance Director Matt Essig stated the report was in the packet. There were 23 calls for the month of February. Winona State was on spring break this week, so there was no EMR class this week. EMR classes will resume March 16th and go until March 25th. High school EMR class will be held 4th quarter this spring. A mock crash is scheduled for May 2020.

COVID-19 documents have been received from the CDC (Centers for Disease Control) and the Ambulance Department is following information received from its medical director and the Winona County Public Health Department.

10. Police Department Monthly Report- Scott Yeiter

Police Chief Scott Yeiter stated the monthly report was in the packet. Both new hires are now in training and doing ride-alongs. Yeiter is having difficulty in staffing for Fool's Five due to changing the race from Sunday to Saturday-the Fire Department might need to assist. The new Tahoe is coming, it'll be white. The Tahoe needs a spotlight and a new dome light yet. Hopefully it will be ready in May, and the 2015 will go out of service after the new Tahoe is received.

There is a new scam going around regarding the Corona Virus. Should any citizen receive a phone call regarding the Corona virus and any testing kits, you should hang up immediately. Standard precautions are being followed by the Police Department.

11. Public Works Monthly report- Curt Benter

Public Works Director Curt Benter was not present, but his report was in the packet. The street sweeping contract request from Doug Wigham of Wigham Trucking was received and proposes \$1,945 for the spring sweeping and \$1,785 for the fall sweeping. Mayor Carlson stated the City has used Wigham Trucking for some time to do this work.

Mayor Carlson motioned for approval of the contract with Wigham Trucking to do the City street sweeping for 2020 for a total cost of \$3,730.00 Seconded by Councilor Rupprecht. Approved 4-0.

12. City Tree Program- Councilor Larry Rupprecht

Councilor Rupprecht stated that, as far as he knew, the City will still be able to get free trees from Cedar Valley Tree Farm. Rupprecht will work with the manager Paul to get a listing of the tree species and sizes available. The City covers the cost of mileage to get the trees, with help from Public Works to unload trees. Councilor Lavey questioned placement of the trees on property-they can't be planted on the boulevard (between the sidewalk and the street). Also, ash trees should be removed if diseased and the wood can be taken to the compost site or used for recreational fires.

13. First Read- Ordinance 2020-03 Fire Department Billing Rates- Cheryl Knight

City Administrator/Clerk Cheryl Knight stated these rates are an update to the current rates listed in the City Code and will become effective once approved and published. Discussion on unpaid fire runs leads to a reply from LMC that whether a City can charge interest is an unsettled area of the law. However, these bills can be filed against property taxes. An update to the billing procedure will be that once bills hit the 90-day past-due mark, a final letter will be sent indicating the City intends to file the charge with the County Auditor against next year's property tax bill.

14. City Administrator's Report- Cheryl Knight

14.1. Proposed Comp Time Use Report

Knight stated the memo lists potential usage of accrued comp time hours by the City Administrator and department heads. Recommendation states the City Administrator will monitor accruals for usage and notify City Council if needed.

14.2. Proposed Ordinance 2020-04 Solar (Alternative Energy)

Knight stated that the Lewiston Chamber of Commerce had been discussing solar energy at its recent meetings, and this draft ordinance was received and adapted from the City of St. Charles ordinance. Discussion followed. City Council direction is to continue with this process.

15. Additional Council Concerns

Councilor Lavey mentioned summer rec is being worked on. Lavey also reported on the Cable/Media Commission meeting where a laptop was authorized for the Fire Department secretary in the amount of \$1,499, and a new desktop computer and monitor for the second admin desk.

Councilor Robertson mentioned there was glass falling from the Cardinal's Nest unto the street and sidewalk and can Public Works or the City Administrator notify the owner? Drain tile along the sidewalk is also crumbling and needs repair. City Administrator Knight stated she was in communication with the owner and will notify him.

Mayor Carlson stated Fools Five is doing business as usual, until and unless something more is heard from health care professionals.

Mayor Carlson motioned to adjourn the City Council meeting. Seconded by Councilor Robertson.

Approved 4-0.

The Council Meeting was adjourned at approximately 7:36 pm on March 11, 2020.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk