

Lewiston City Council
Council Meeting Minutes
March 25, 2020
Lewiston City Hall – 7:00 P.M.

1. Call to Order

Electronic City Council Meeting called to order by Mayor Beth Carlson at 7:02 pm March 25, 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, Police Chief Scott Yeiter, Public Works Director Curt Benter and Machel Frisbie.

4. Agenda- Changes and additions

Mayor Carlson requested that a COVID-19 item be added to the agenda as item 11.2.

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

5. Adopt Consent Agenda

A. Regular Council Meeting Minutes- March 11, 2020

B. Accounts Payable

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

6. Citizens' Concerns- None

7. PeopleService Monthly Report- James Creaghe

City Administrator/Clerk Cheryl Knight stated that James Creaghe was not in attendance, but his report was in the packet. If anyone had questions, Knight could relay them back to Creaghe.

8. Police Department Quote for New Cameras- Scott Yeiter

Police Chief Scott Yeiter stated that the CIP plan for 2020 included replacement cameras for the police squads. The quote enclosed in the packet is for everything to replace the two cameras. The labor for the 2020 squad camera is included in the cost of the new squad, and the estimated labor for the 2017 squad camera is estimated to be \$300. The CIP budget had \$14,000 in it four years ago for cost to replace these cameras. Knight stated the quote was for \$7,110.00 from Digital

Ally. Digital Ally is where the current cameras come from, and the purchase is for the exact same camera. Yeiter had no qualms with ordering these same cameras again.

Councilor Rupprecht motioned for approval of the purchase of radio equipment detailed on Quote QUO-30471-X7L5R4 in the amount of \$7,110.00. Seconded by Councilor Lavey. Approved 5-0.

An update on the new vehicle: it is in and headed for the outfitter in the Twin Cities. The old squad will be brought to the outfitter to switch the equipment to the new vehicle. Once done, the old squad will be brought back and given (sold) to the ambulance service.

9. Ordinance 2020-03 Fire Department Billing Rates- Cheryl Knight

City Administrator/Clerk Knight stated this was a second read of this ordinance which will increase the fire department billing rates effective April 1, 2020. Councilor Rupprecht asked if there had been any comments, negative or positive, from the townships. Knight replied that there had been no comments received.

Councilor Rupprecht motioned for approval of Ordinance 2020-03 Fire Department Billing Rates. Seconded by Councilor Lavey. Approved 5-0.

10. Committee Updates

10.1 Summer Rec-City Administrator/Clerk Cheryl Knight stated the City was still accepting registrations and payments for summer rec. Eight (8) registrations have been received to date. The league director, Rick Schaber in St Charles, says to continue accepting registrations and update him every couple of weeks with the amount. Registration forms are on the City website and on the Facebook page. No further information had been received from Tara Kreidermacher of Altura Youth Sports, or Jeff Nelson and Brian Menk from Lewiston. Councilor Robertson wondered if the City should advertise for a summer umpire coordinator and coaches? Knight said that as people register, if anyone mentions wanting to coach, they are added to the potential coaches list. With everything so uncertain regarding COVID-19, all plans are still up in the air.

10.2 EDA- Mayor Carlson stated that people are still trying to find information in old newspapers about a public library related to the referendum of the high school building. EDA adopted a resolution for the purchase of the property at 295 Main St E. Knight stated the signed paperwork had been sent to Dwayne Ostrem at MinnWest Bank along with an earnest check, so hopefully this will be finalized soon. Winona County SHIP program had money available, so the idea was to do two bike-fixit stations, one located at South Park and one at the dog park. Donna Mack was going to submit an application for the City of Lewiston.

11. City Administrator's Report- Cheryl Knight

11.1 Pending- Ordinance 2020-04 Solar (Alternative Energy)

Knight stated this item was pending as a way not to lose track of it but did not have time to work on it with everything else going on. She hopes to bring something to Council shortly.

11.2 COVID-19 Related

Mayor Carlson wondered about VPN access on laptops? Knight stated the deputy clerk's laptop is ready to go, and the administrator's laptop is ready for pickup. Ambulance Director Essig has the new training laptop for his use if desired, the Public Works Director will come into the office, and for now, the Police Chief will come into the office for work. The Mayor stated that the city functions are all considered essential functions. Councilor Lavey asked how the Meals on Wheels program was doing? Knight stated that Public Works Director Benter discussed with their personnel about the kitchen door being open from 11:30-12noon, and they were fine with that. Councilor Lavey inquired of the police chief if there is an announcement from the County of what types of crime they will respond to? Yeiter stated each locale can determine what types of calls it responds to. Lewiston Police will continue to handle all calls but will try to address them via telephone and will try not to enter residences to avoid COVID-19 exposure. Yeiter worked with the Ambulance department to prepare a response plan for medical calls between police, fire and ambulance. The plan for best practices was released to the region, and there were many requests to share the document. Kudos to Ambulance Director Matt Essig and Chief Yeiter for their excellent work on this document!! Councilor Robertson inquired if there had been any further discussion regarding our first responders being covered by workers comp if they contracted COVID-19. Chief Yeiter knows that some law enforcement folks will be on the steps of the state capitol tomorrow. Councilor Rupperecht contacted State Representative Pelowski regarding this same issue and stated that Representative Pelowski was wanting this issue to be clarified. Councilor Lavey inquired of the small business owners in town-can someone help them? Our EDA representative has reached out to several of them with SBA loan information. Mayor Carlson mentioned that the Mayor's Initiative online meeting last week stressed that we need to remember to take care of ourselves during this uncertain period as we are in this for the long haul.

12. Additional Council Concerns-None.

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

The Council Meeting was adjourned at approximately 7:37 pm on March 25, 2020.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk