**Lewiston City Council Minutes  
Regular Council Meeting**

**May 11, 2022  
Lewiston City Hall – 7:00 P.M.**

1. **Call to Order**

Regular Council Meeting is called to order at 7:00 pm

1. **Pledge of Allegiance**
2. **Roll Call   
   Present:** Councilor Potter, Councilor Roberton, Councilor Borchardt, Mayor Carlson

**Absent**: Councilor Boynton

**Also Present** Bobby Falcon, Lori Ollendieck, Scott Yeiter, Matt Essig, Ben Klinger (Winona County Emergency Management), Robin Godolphin, Dawn Deflorian-Duhr, Brian Paske and Shawn Kennedy-Lee

1. **Agenda changes and additions**

Councilor Roberton motions to approve the agenda as presented. Seconded by Councilor Borchardt. Motion approved 4-0.

1. **Adopt Consent Agenda**
   1. Regular Council Meeting Minutes – April 27, 2022
   2. Payables 1 – Removed check #45611 pending verification that the city is responsible for cost
   3. Payables 2
   4. Resolution 2022-16 Accepting MDH Grant

Councilor Roberton motions to approve the consent agenda with said change. Seconded by Councilor Potter. Motion approved 4-0.

1. **Citizen’s Concerns (3 Minutes)**None
2. **Ben Klinger – Winona County Emergency Management Coordinator**Present due to concerns for tornado sirens. Criteria for tornado sirens is explained. Addressed the old sirens in Lewiston as the property of Lewiston.
3. **Police Report**Submitted report in packet. Summer months tend to be busier for PD. Theft has been occurring more frequently in Lewiston.
4. **Ambulance Report**Submitted report in packet. Lewiston Ambulance has been out of service a couple days this last month for maintenance, have been able to stay in service due to having St. Charles ambulance here. Training is finishing up. EMS Open House is Sunday, May 15th.
5. **Peddler/Transient Merchant Applications (2)**Riverland Exteriors representatives present. Their business is offering free inspection of roof and home for wind and hail damage, and after insurance claims submitted by homeowners they are available for hire. Applicants will wear badges throughout Lewiston for identification.

Councilor Potter motions to accept the peddler/transient merchant applications. Seconded by Mayor Carlson. Motion approved 4-0.

1. **Request for Council Action – Hydrant Replacement**Well #4. Pearson Backhoe will do the work.   
     
   Councilor Borchardt motions to approve the expenditure of $7,350 for hydrant replacement at wellhouse #4, work by Pearson Backhoe Service. Seconded by Councilor Roberton. Motion approved 4-0.
2. **Request for Council Action – Health Care Savings Plan**Amount of sick leave put into tax free account that can be used at retirement for City employees.   
     
   Councilor Borchardt motions to approve the implementation of the HCSP as presented. Seconded by Councilor Roberton. Motion approved 4-0.  
     
   Councilor Borchardt motions to approve the memorandum of severance pay that will be added to the next personnel policy revision. Seconded by Councilor Roberton. Motion approved 4-0.
3. **Request for Council Action – Election Judges**Special Primary elections to occur at City Hall on May 24th. List of judges presented to council.   
     
   Mayor Carlson motions to approve the list of election judges for Special Primary election on May 24, 2022. Seconded by Councilor Potter. Motion approved 4-0.
4. **Heartland Days Update**Shawn Kennedy-Lee, co-president of Lewiston Heartland Days, is present. Centralizing events at the Crossings Center, different from previous years. Committee would like to set up meeting with the police and public works departments to help clarify needs on that weekend.
5. **Committee & Commission Meeting**
   1. **Public Works**Down spout and sump pump exterior checks have been completed. Schedule has been organized for Public Works coverage to complete general checks over Memorial Day weekend. Discussed ongoing review of City Code, updating with proposed changes. First review of applications for Public Works Director was May 9th.
   2. **Personnel and Budget**

**RCA – Acting Public Works Director** Requesting to name Erik Fredberg as Acting Public Works Director beginning May 13, 2022 until the first day of a permanent Public Works Director has been named.

Councilor Borchardt motions to approve Erik Fredberg as Acting Public Works Director beginning May 13, 2022 at 3:30 p.m. until the start of the first shift of a named public works director at a rate of $23.61 per hour. Seconded by Councilor Roberton. Motion approved 4-0.

**RCA – Police Officer – Full Time**Recommendation to offer Ben Coop, current part time officer of Lewiston, the full-time police position, at $21.00 per hour, 12 – month probationary period, initial review at 6 – months.

Mayor Carlson motions to change Benjamin Coop’s employment status from part-time to full-time effective June 25, 2022, at the rate of $21 per house, along with full time benefits, with a 12 – month probationary period and initial review at 6 – months. Seconded by Councilor Roberton. Motion approved 4-0.

1. **Additional Council Concerns**

Gathering quotes from outside services regarding mowing of parks and around the City of Lewiston. Information was sent to other cities to gather information regarding the wage study.   
  
Mayor Carlson addresses the complaints of balls hitting the houses near the Southside softball field.   
Council brings up questions regarding Girl Scouts Book Libraries and it is stated they will return at a later council meeting with design and more information.   
  
**Adjourn**

Councilor Mayor motions to adjourn, seconded by Councilor Potter. Motion approved 4-0.

Meeting adjourned at 8:00 pm