Lewiston City Council Agenda

Regular Council Meeting May 25th, 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, Herb Krueger (PeopleService) and Monica Hauser (Hawkins Ash)

1. **Agenda changes and additions**Councilor Roberton motions to approve the agenda as presented. Seconded by Councilor Potter. Motion approved 4-0.
2. **Adopt Consent Agenda**
   1. Regular Council Meeting Minutes – May 11, 2022
   2. Accounts Payable 1
   3. Accounts Payable 2
   4. Request for Council Action – Revised Election Judges for May Special Primary
   5. EDA Business Façade Grant – Thrivent/Greg Bonow
   6. Financial Reports (3)

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

1. **Citizen’s Concerns (3 Minutes)**

None.

1. **2021 Audit Report – Hawkins Ash**Submitted report in packet. Hawkins Ash representative present to give an overview of 2021 audit. Discusses each department funds, revenue and expenses. City’s budget remains on track.
2. **PeopleService Report**

Submitted report in packet. Herb Krueger, PeopleService rep reports that batteries previously approved were installed and the control panel is working. Everything appears to be running as it should. The tank levels are above what they should be, PeopleService is keeping the State informed concerning recent violations.

1. **PeopleService – Request for Operating and Maintenance Agreement Adjustment**  
   Councilor Roberton motions to approve the Operating and Maintenance Agreement for PeopleServices. Seconded by Councilor Potter. Motion approved 4-0.
2. **Request for Council Action – PeopleService Order at Electric Pump**An order for a spare mixer was placed by PeopleService without prior authorization. To return it would be a 30% restock fee. Electric Pump can waive restock but a fee for returning would include cost for an installed oversized propeller for $1,859.00 and PeopleService to pay the freight of $93.07. Krueger states the importance for having back up units available. Staff recommends approving the purchase. Councilor Potter motions to approve the payment to Electric Pump for $14,316.00 for a spare mixer for the Water Treatment Facility. Seconded by Councilor Potter. Motion approved 4-0.
3. **Request for Council Action – Hire Public Works Director.**

Two candidates applied and were interviewed. Staff recommends hiring Erik Fredberg for the position with a start date of May 28th, 2022, and a salary of $58,805.00  
  
Mayor Carlson motions to approve hiring Erik Fredberg as the Public Works Director beginning May 28th,2022 with an annual salary of $58,805.00 Seconded by Councilor Potter. Amended to add a probationary period of 12 months.Motion approved 4-0.

1. **Request for Council Action – Public Works Part Time On-Call Assistant**Erik Fredberg will be away preapproved weekends, therefore requesting Larry Peterson, a previous Public Works Director of Lewiston, to step in for weekend checks to fill in.   
     
   Councilor Potter motions to approve the hiring of Larry Peterson as a part time on call public works assistant at the rate of $20/hour with on-call week eligibility of $250.00. Seconded by Mayor Carlson. Motion approved 4-0.
2. **Request for Council Action – Public Works Summer Mowing Contract**Multiple quotes were requested from area mowing businesses. This would be to mow North Park, South Park, Cedar Park, the Dog Park, City View Park, the Trails, and the Water Treatment Plant. Up to, but not to exceed 18 mowing’s for the year, for a total estimated cost of $9,090.00 They City will continue to mow the rest of the green space.   
     
   Councilor Potter motions to approve the hiring of Goodies Lawn Care at the rate of $500.00 per mowing with an additional fuel surcharge of $2.50 for every .25 cents over $3.50 per gallon of fuel for up to 18 mowing’s totaling $9,090.00 for the year. Seconded by Councilor Roberton. Motion approved 4-0.
3. **Request for Council Action – Public Works Vacancy Posting**Discussion regarding wages and staff recommendation to not to exceed $20/hour. Administrator Falcon requests to post position.   
     
   Mayor Carlson motions to approve the posting for the vacancy of the Public Works Assistant full time. Seconded by Councilor Potter. Motion approved 4-0.
4. **Request for Council Action – Juneteenth Observance and City Holiday**Memorandum included, and information included in packet. Juneteenth (June 19th) has been adopted federally as of last year and pending currently at the House in Minnesota. Staff recommends to adopt as a city holiday.
5. **Resolution 2022-17 – Establishing Juneteenth as a City Holiday**

Mayor Carlson motions to adopt Resolution 2022-17, establishing Juneteenth as a city holiday. Motion failed for lack of a second.

1. **Committee & Commission Meetings**
   1. EDA -   
      Façade grant for Thrivent was approved in the Consent Agenda. Farmers Market begins June 15th.
   2. Cable/Media -   
      Looking at a new broadcasting system. Vendors have been contacted for demos.
2. **Additional Council Concerns**

Councilor Borchardt has been in contact with Joel at Crossings Center. Joel has video from developers that he would like to present, looking into working with Planning & Zoning Committee soon.   
  
Councilor Roberton would like it to be posted that the city is looking for more members interested in the Planning & Zoning Committee.   
  
Councilor Potter motions to adjourn. Seconded by Councilor Roberton. Motion approved 4-0.   
  
Meeting adjourned at 8:02pm.