

Lewiston City Council
Council Meeting Minutes
March 22, 2017
Lewiston City Hall – 7:00 P.M.

1. Call to Order

City Council Meeting called to order by Mayor Beth Carlson at 7:00pm April 12, 2017.

2. Pledge of Allegiance

3. Roll Call

Present (4): Mayor Beth Carlson, Council Member Larry Rupprecht, Council Member Dan Robertson, and Council Member Jeremy Kelly. Not Present (1): Council Member Bryce Lange

4. Agenda- Changes and Additions. Approval.

Administrator Brierley requested item number 14- City Computer Server be removed. Mayor Carlson changed item number 14 to “Child Abuse Prevention Month.”

Member Rupprecht motioned to approve the agenda as presented with the change to item 14.

Seconded by Member Robertson. Approved 4-0.

5. City Council Minutes – March 22, 2017 and March 29, 2017

Mayor Carlson approved the minutes for March 22, 2017 and March 29, 2017.

6. Accounts Payable

Member Robertson motioned to approve accounts payable dated 4/7/2017 with an additional handout dated 4/11/2017. Seconded by Member Lange. Approved 4-0.

6.1- Utility Billing

Administrator Brierley presented the past due water billing report. There were several larger accounts which paid off their balances. Accounts which do not come into compliance with their payment plan agreements or accounts which are more than 90 days past due would be receiving shut off notices after April 15th.

7. Citizens’ Concerns

None.

8. Ambulance Service- Matt Essig

Director Essig was unable to attend the Council meeting due to his obligations teaching a training course. The Ambulance report was available to Council.

9. Police Department- Scott Yeiter

Chief Yeiter presented his report to Council. There was only one major incident which took place but details could not be released as it was still being investigated. Officer Matt Stephens attended a leadership training to aid in his career advancement. Chief Yeiter will be attending the Chief's Convention later in the month.

The competition for the new squad car design will be extended until 4:30pm on April 17th. The company for the equipment install will be about \$50 less than originally presented. The delivery date for the squad car is unknown but delivery is expected to be ready within the next few months.

Chief Yeiter informed the Council there has been issues with the police department's office computer. Issues include minor problems to computer crashes. The expected life of the computer was 3-5 years and it has been 6 years since it was last replaced. Chief Yeiter expects to have a quote on a new computer to fit the evolving needs of the police department by the first Council meeting in May.

10. Resolution 2017-05- Emergency Services Building Land Reservation

Administrator Brierley presented Resolution 2017-05 which reserves the current parcels of the fire station but also the two adjoining parcels to the west; 25.072.0020, 25.072.0030, 25.070.0100, and 25.070.0110. The resolution can be amended in the future if Council deems it necessary. The resolution allows the Emergency Services Building Committee to continue its work to have a new building constructed. The resolution only reserves the land and does not state a timeline for the building to be built.

Member Kelly motioned to pass Resolution 2017-05- Reservation of Land for Emergency Services Building. Seconded by Member Robertson. Approved 4-0. Mayor Carlson read Resolution 2017-05.

11. Public Works Vehicles and Equipment- Curt Benter

Director Benter informed the Council he has been working with Sugar Loaf Ford in Winona and Lewiston Auto to obtain new public works trucks on a yearly basis. The agreements are the same and have specific terms which need to be met to receive vehicles annually on trade for no cost. The terms of the agreements state the vehicles must be traded in with less than 12,000 miles, no damage beyond wear and tear, and must have proper maintenance every 4,000 miles. Lewiston

Auto will provide 2 no charge services each year for the vehicles. The initial cost after trade for 2 Chevy trucks is \$10,190 and for 2 Ford trucks is \$9,670. The only additional fees would include registration and cost of insurance. This cost is covered in the annual budget and has been saved for normal rotation of Public Works vehicles. The trucks could be delivered as soon as June. Director Benter believes the deal with Lewiston Auto is worth the additional cost of around \$500 as Lewiston Auto donates money for community events and summer rec.

Member Rupperecht motioned to approve the conditions of the trade with a cost not to exceed \$10,190 plus registration fees. Seconded by Member Robertson. Approved 4-0.

Director Benter informed the Council he has also been in search of a new plow for the trucks and has received pricing from Michaels Equipment in La Crosse for a new Western MPV-3 plow. The cost of the plow is about \$4,410 after trading in the current truck plows.

Member Kelly motioned to approve the purchase of a new MPV-3 plow for \$4,410. Seconded by Member Robertson. Approved 4-0.

Director Benter informed Council he has been searching for a new lawnmower. The two mowers that are being considered are a 2017 Gravely and a 2017 Kubota. The Gravely comes with a 3 year warranty for the cost of \$11,474 and the Kubota comes with a 2 year warranty for the cost of \$8,750. Through discussion it was determined the cost difference was not worth the extra year of warranty to purchase the Gravely mower. The current mower the City uses is a 2012 with about 11,000 hours.

Member Rupperecht motioned to approve the purchase of a 2017 Kubota ZG227- 60LA for the amount of \$8,750. Seconded by Member Robertson. Approved 4-0.

12. 2018 Street & Utility Improvements Work Order

City Engineer Bryan Holtz presented the work order from Bolton and Menk. The work order is to investigate the condition of the sewer infrastructure. This will provide more information to the Council as they move forward with street improvements.

Member Robertson motioned to approve the preliminary investigation work order in the amount of \$14,000. Seconded by Member Rupperecht. Approved 4-0.

13. Building Permit Rate Increase

Administrator Brierley informed the Council Building Inspector Steve Carson regarding an increase to the building permit rates. The Mr. Carson recommended a 5% increase to the building rates and an increase to \$50.00 for roofing, windows, and siding permits. Administrator Brierley informed the Council the building permit rates have not been increased in the past few years and our rates are still competitive to the rates of surrounding communities.

Member Robertson motioned to increase the building permit rates by 5% and increase the roofing, windows, and siding permit rate to \$50 which shall be effective May 1, 2017. Seconded by Member Rupprecht. Approved 4-0.

14. Child Abuse Prevention

Mayor Carlson announced a by Proclamation that the City of Lewiston shall proclaim the Month of April 2017 to be Child Abuse Prevention Month.

Member Kelly motioned to approve the Mayor's Proclamation in which the City of Lewiston will recognize the month of April 2017 as Child Abuse Prevention Month. Seconded by Member Rupprecht. Approved 4-0.

15. Committee Updates

15.1-Rubbish Haulers Committee

Member Rupprecht informed the Council the Rubbish Haulers Committee has met. He informed the Council there is an upfront cost to the Committee which could be a few thousand dollars which is not budgeted. The costs are a culmination of wages for city staff, office materials, publishing, and other legal costs. The goal of the Committee is to provide a cost savings to residential consumers within the city. Through preliminary research there is a cost savings to residential customers. The Committee is also investigating the effect on commercial properties and multi-family properties. Administrator Brierley informed the Council a survey was being created and would be put out to the Community to receive input.

16. Additional Council Concerns

Member Rupprecht informed the Council he has been attending the Chamber of Commerce meetings. Speakers from the County to include the Recorder and the Assessor have shown a demand for housing in the Lewiston area. The market is a buyer's market as there is lack of buildable areas in the area and the short time in which houses are on the market.

Member Rupprecht also asked for future agendas to be structured to accommodate presenters during Council meetings that travel from outside the community. Administrator Brierley stated he will structure meetings so that presenters from outside the community can present before staff reports.

Mayor Carlson informed the Council there was a good turn-out for the Fool's Five events. The number of runners was down which could have been due to potential weather conditions. However, the weekend did raise between \$78 and \$79 thousand dollars.

Member Rupprecht motioned to adjourn the Council Meeting. Seconded by Member Kelly. Approved 4-0.

The Council Meeting was adjourned at 7:46pm on April 12, 2017.

Submitted By:
Travis Brierley
City Administrator/Clerk