

Lewiston City Council
Council Meeting Minutes
April 11, 2018
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 April 11, 2018.

2. Pledge of Allegiance

3. Roll Call

Present (5): Mayor Beth Carlson, Council Member Larry Rupprecht, Council Member Jeremy Kelly, Council Member Dan Roberton, and Council Member Bryce Lange. Not Present (0).

4. Agenda- Changes and additions

Member Lange requested to add item 7.1 Budget and Finance Advisory Committee to the agenda. Mayor Carlson requested to add item 7.2 Upcoming Training. City Administrator/Clerk Knight requested to postpone item 7. Heartland Days Committee until April 25, 2018, as no committee members were available to attend.

Member Rupprecht motioned to approve the agenda with the two additions and the one deletion.

Seconded by Member Roberton. Approved 5-0.

5. Adopt Consent Agenda

A. Regular Council Meeting Minutes- March 28, 2018

B. Accounts Payable

Member Rupprecht stated a single sheet handout entitled “City of Lewiston City Council Agenda for April 11, 2018” contains an e-mail from him to City Administrator/Clerk Knight explaining the edits he wanted in the meeting minutes dated March 28, 2018, regarding his comments about the EDA contract with CEDA. The edits are strictly those underlined and italicized, and makes it clearer that he didn’t have concern with the contract. He had concerns with the noise going on around about the contract, and that’s what he was dealing with. Knight stated these edits will be inserted into page 4, item #15, 3rd paragraph where it states “Member Rupprecht expressed concerns”.

Member Roberton motioned to adopt the consent agenda with said changes. Seconded by Member Lange. Approved 5-0.

6. Citizens’ Concerns- None

7.1 Budget and Finance Advisory Committee-Bryce Lange

Member Lange wanted to spur discussion about possibly setting up a standing committee to have a continuous discussion about the budget instead of waiting until September to identify priorities and fine tune them; a finance responsibility for grants and loans out there that the City is not having full exposure to; or if the members bring ideas for financing some of these projects like the EMS building, or the trails system, there are grants and loans (even though highly competitive), and if the City is willing to put the time in, look at them, and submit the applications. Discussion followed. Decision made to hold a special meeting about the City's committees.

7.2 Upcoming Training- Mayor Carlson

Mayor Carlson stated that SEMLM (Southeastern Minnesota League of Municipalities) has a couple meetings upcoming on April 30, 2018, and also the Minnesota Mayors Association 2018 Annual Conference is April 27-28.

Mayor Carlson motioned to allow the Mayor to attend the SEMLM events on April 30, 2018 at a cost of \$50. Seconded by Member Rupprecht. Approved 5-0.

Mayor Carlson motioned to allow the Mayor to attend the Minnesota Mayors Association Annual Conference on April 27-28, 2018 at a first time attendee cost of \$90, plus mileage, meals, and hotel. Seconded by Member Robertson. Approved 5-0.

8. Committee Updates

8.1 Personnel Committee- Police Probationary reviews Probationary periods are up for the two probationary officers in the Police Department, namely Brady Jones and Tyler Sense. Their reviews were held and each meets or exceeds expectations.

Member Kelly motioned to remove Officer Brady Jones from probation, with a raise from \$14.00 per hour to \$16.50 per hour effective 4-21-18. . Seconded by Member Robertson. Approved 5-0.

Member Kelly motioned to remove Officer Tyler Sense from probation, with a raise from \$14.00 per hour to \$16.50 per hour effective 4-21-18. . Seconded by Member Robertson. Approved 5-0.

8.2 Planning and Zoning Committee- Meeting held. The committee will be looking for members to fill a vacancy as well as to add to the committee. The members serve for four year terms. Flyers will go in the next water bills and also on the cable channel.

8.3 Trails Committee- Meeting held first Thursday at 6pm. Discussion held as to a timeline when to put the master trails plan into action. Putting a line item in the budget to set aside some funds for the trails each year would be helpful, and would be helpful for grants that require a city

match. The Committee will be talking with property owners regarding potential easements, along with a current easement already existing for the waterway. The Committee is currently looking at the cutover trail, the one from the Crossing Center to the Fischer addition.

MN GreenStep Cities: Lange submitted the City's "chicken ordinance" to the organization, which earned the City two stars. The City will be recognized for this achievement in June at the LMC annual conference.

9. Additional Council Concerns

Member Rupprecht commented that he was looking for a draft from the EMS Committee about the City's commitment for the project. Member Robertson stated the EMS Committee wants the City to dedicate the land currently designated, and approve the building plans.

Member Rupprecht wants to give roses to the Fools Five Committee, the Public Works Department, Police Department and the office staff and anyone else within the City who helped with the effort. However, rotten eggs goes to the railroad for interrupting the race one more time, and more rotten eggs to the groundhog that winter would be over 12 weeks ago!

Member Kelly commented on the complaints he's received about the fryer used during Fools Five (whose odor still lingered on Wednesday) and thinks it's a fire hazard. He suggested that bringing in fryers should no longer be allowed. City Administrator/Clerk Knight commented a few weeks ago during a rental she had asked those responsible to remove several dogs (pets) from the building. No animals (other than service animals) will be allowed in the building. These updates will be made to the Community Center/Senior Center rental agreement and returned for Council review.

City Administrator/Clerk Knight had several updates to give:

1. Bryan Holtz of Bolton-Menk sent an e-mail with 22 vendors listed on the City's bid page for the 2018 street project, which was very exciting to see.
2. The 2017 Consumer Confidence Report (Drinking Water Report) will be published in the Lewiston Journal tomorrow, April 12th. It is also posted to the City webpage.
3. The City's external auditors, Hawkins Ash CPAs were in the office last week, and are working on the 2017 audit. No date given yet for completion.
4. There were 13 disconnect door hangers for unpaid water bills on March 29, 2018. Only 2 of those 13 ended up being shut off, all others paid their bills in full. As of the most recently completed water billing (April 11, 2018) the 90 day past due balance was \$1,848.79. It helps that Council is supportive of the effort to collect on these bills.

Mayor Carlson commented on the students in town raising funds for the Fools Five. The students were tasked with raising more than they had raised last year, with matching funds then becoming available to them. These amazing students came up with over \$14,000 by themselves! With the matching funds, they were credited with just over \$22,000 raised. This compares to the \$104,000 that the Fools Five raised this past weekend. One first-grader even raised over \$3,000 on their own! Member Rupperecht designated roses to this group also.

Member Rupperecht motioned to adjourn the Council Meeting. Seconded by Member Lange. Approved 5-0.

The Council Meeting was adjourned at 7:40pm on April 11, 2018.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk