

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

2. Pledge of Allegiance

3. Roll Call

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

4. Agenda- Changes and additions

City Administrator/Clerk Cheryl Knight requested to add item #F under Consent Agenda: The High School requests to use the Senior Center for summer school for the next two weeks, 8am-3pm. No objections from staff were noted.

Member Rupprecht motioned to approve the agenda with the addition. Seconded by Member Lange. Approved 4-0.

5. Adopt Consent Agenda

- A. Regular Council Meeting Minutes- June 27, 2018
- B. Accounts Payable
- C. Accounts Payable- Addtl
- D. Church of the Brethren-waiver of rental fee for Aug 2, 2018 community dinner
- E. Thank you letters- New flag, trees, trailer use

City Administrator/Clerk Knight stated there was a correction in Accounts Payable, under the VISA bill: Vistaprint charges were incorrectly charged to “outside services”. It has been corrected to “office supplies”.

Member Lange motioned to adopt the consent agenda. Seconded by Member Robertson. Approved 4-0.

6. Citizens’ Concerns- None

7. 2017 City of Lewiston Audit-Monica Hauser, CPA, HawkinsAsh CPAs

The 2017 Audit report was handed out. Monica Hauser, CPA, is the Audit Partner for HawkinsAsh CPAs. (Tom Cummings, the City’s previous auditor, merged his firm with HawkinsAsh CPAs.) Page 4 of the report is the Independent Auditor’s Report, which states the financial statements are the City’s responsibility, and the audit firm presents an opinion on them.

Discussion followed. Member Rupperecht asked specifically about the City's cash reserve in excess of the standard 6 months of budgeted expenditures. Hauser stated the City was at slightly more than the standard 6 months, or \$14,000 is the excess amount.

8. Resolution 2018-09 Accepting Donation for Fire Department Vehicle Purchase- Tim Dahl

Chief Dahl was unable to attend the meeting.

Member Robertson motioned for approval of Resolution 2018-09, Accepting Donations for Fire Department Vehicle Purchase in the amount of \$13,000 from the Lewiston Volunteer Fire Company. Seconded by Member Rupperecht. Approved 4-0.

9. Summer Rec Help for 8U Tournament- Chris Schell

Chris Schell discussed the summer rec program for this year. There are 40 more kids this year signed up, resulting in the additional 8U baseball team, as well as the 10U softball team. New equipment was purchased to replace aging equipment for the baseball teams, namely safety equipment, 10U helmets, new bats, and within 2-3 years all of the old equipment will have been replaced and up to date.

July 28, 2018 will be the annual 8U tournament in Lewiston, which usually consists of 16-20 teams. As of now there are 17 teams signed up for this year's tournament. The only field not in use is the elementary field at the elementary school. There will be 5 fields in use. Schell is waiting for confirmation that the concessions will be provided by the High School Booster Club and the DC trip. He requested help for the tournament, two persons for a total of 20 hours (between Friday and Saturday) to prepare the fields, and move concession items between the Booster Club storage and Fischer Field. Member Rupperecht expressed safety concerns of the help using the Kubota. Schell replied that he would use two high school students. The pay rate would be \$10/hr. The tournament entry fee is \$100 per team, not including the two Lewiston teams and the Altura team. The medals cost \$274, with 1/2 to 1/3 of the medals remaining from last year's tournament. Potential net revenue could be \$1, 000.

Member Lange motioned for approval to hire two part-time guys at \$10 per hour for a maximum of 22 hours to provide help for the 8U tournament. Seconded by Member Robertson. Approved 4-0.

10. Ambulance Department Monthly Report- Matt Essig

Monthly report was included in the packet. Runs total 102 through June, slightly ahead of last year. Essig requested approval of a resignation for Nicole Johns effective August 1, 2018.

Member Robertson motioned for approval of the resignation of Nicole Johns from the Ambulance Service effective August 1, 2018. Seconded by Member Lange. Approved 4-0.

The City Council thanks Nicole Johns for her service to the Lewiston Ambulance and the citizens of Lewiston, and wishes her well with her future endeavors.

Essig requested approval to hire a new member, Tim Nelson. Nelson lives in Lewiston and is a part owner of Precision Auto and Repair with Paul Anderson. He is a member of the Fire Department and is a certified EMR, and can help with daytime hour coverage.

Mayor Carlson motioned for approval to hire Tim Nelson as a member for the Ambulance Service. Seconded by Member Rupprecht. Approved 4-0.

A new EMR class will be starting up the end of August on Monday and Wednesday nights here at City hall. Monthly safety training will be on July 18 at the City of Chatfield to discuss DOT regulations and securing loads. A LMC representative will be in attendance to inquire about the Regional Safety Group, which Essig feels is a good thing and should continue. The cost is \$1,200 annually, with LMC picking up \$600 of the cost.

11. Police Department Monthly Report- Scott Yeiter

Chief Yeiter presented his monthly report for June, which included the Heartland Days event. The new license agreement with the Heartland Days Committee presented no issues. There is still a problem with vehicle entries-please remember to lock your vehicle and do not leave valuables like checkbooks or wallets in plain sight.

12. Winona County Phlebotomy Service Agreement- Scott Yeiter

Chief Yeiter stated this agreement allows the Winona County Sheriff's Office has persons certified to draw blood and will provide this service at no fee.

Member Rupprecht motioned for approval of the Winona County Phlebotomy Service Agreement . Seconded by Member Robertson. Approved 4-0.

Chief Yeiter is requesting information from Flaherty & Hood to provide criminal representation service to the Lewiston Police Department. Flaherty provided an hourly rate, so Yeiter is requesting a quarterly or annual rate from Flaherty & Hood. Yeiter is disappointed with the current prosecution services being provided from Winona County. The cost for current Winona County services is \$1,000 per quarter or \$4,000 per year.

13. Committee Updates

13.1 Parks, Trails, and Beautification Committee

Member Lange stated the new committee entitled Parks, Trails, and Beautification (newly updated) met and brought each other up to date on their activities. Member Rupprecht stated he really hoped to see more residents getting involved and bringing new ideas, more discussion,

with hopefully better results for the City. Lange reminded all the meeting is the 1st Thursday of the month at 6pm at City Hall.

13. Additional Council Concerns-None.

Member Robertson motioned to adjourn the Council Meeting. Seconded by Member Rupprecht.

Approved 4-0.

The Council Meeting was adjourned at 7:45pm on July 11, 2018.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk