

Lewiston City Council
Council Meeting Minutes
June 27, 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 June 27, 2018.

2. Pledge of Allegiance

3. Roll Call

Mayor Carlson apologized that the Council meeting was not being broadcast live tonight.

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

4. Agenda- Changes and additions

Member Lange requested to add GreenStep Cities added as item 12.4. City Administrator/Clerk Cheryl Knight requested to add Surplus Items as item 12.5.

Member Rupprecht motioned to approve the agenda with the two additions. Seconded by Member Robertson. Approved 5-0.

5. Adopt Consent Agenda

- A. Regular Council Meeting Minutes- June 13, 2018
- B. Special Council Meeting Minutes- June 13, 2018
- C. Accounts Payable

Member Rupprecht questioned the Accounts Payable item to Flaherty and Hood in the amount of \$1,162.50. City Administrator/Clerk Knight stated it was for employment matters dated for May 2018. Discussion followed.

Member Robertson motioned to adopt the consent agenda. Seconded by Member Lange. Approved 5-0.

6. Citizens' Concerns- None

7. Winona County HRA Report- Marcia Ward

Marcia Ward stated the SEMMCHRA is the HRA for the rural and small cities in Winona County, in addition to other southeastern counties, including Wabasha, Goodhue, and some in Dodge and Houston Counties. Greenview, Parkview, and the Corners are currently undergoing renovations. The Small Cities Development Program had \$724,000 for the City of Lewiston. Joe Wheeler is the current SEMMCHRA director who will be retiring shortly. Ward also mentioned

the County Road 25 concrete road project approximately 7 miles in length just north of the City of Lewiston. While it is more expensive than asphalt, it will last longer. Also noted is the ½ cent sales tax in Winona County, which is generating slightly more than \$2 million per year for roads for county roads with three digits. These roads are maintained by local levy dollars with no state aid being offered.

8. Fischer Field Dugout Construction Donation Request- Tim Fortin

Tim Fortin explained he is looking for donations to fund dugouts at Fischer Field. He attached bids from Menards and Lowes, with a sample picture of the project. It will be treated wood and not metal posts. Fortin will be adding a concrete slab that Modern Concrete is donating. The Hardware Store is donating hardware for the project. Hoff Funeral Homes will also be donating. Fortin proposes to complete the project sometime in August. Member Rupprecht asked Mr. Fortin what his maximum dollar amount needed not including donations would be, he answered \$2,000. Fortin would like to make batting cages at the field also.

Fortin also expressed the two new 8U pitching machines which he helped pick out and put together were given to the 8U coaches and taken home. He feels they should be left at the field for all to use as it is City of Lewiston summer rec property.

Member Rupprecht motioned for approval to donate up to \$2,000 to cover the cost of the dugouts at CityView Park. Seconded by Member Kelly. Approved 5-0.

Member Robertson questioned again the new pitching machines. City Administrator/Clerk Knight stated there were two new machines bought this year and the two 8U coaches have them. There is a shed at the field for them to be stored in. The away team does not bring a machine to their games, so there should be one available for others to use. Member Kelly stated the Council request to Chris Schell is to make sure the pitching machines are available to anybody that wants to use them, and not to be taken home. Knight stated she will take care of that. Also, the City needs to identify them as belonging to the City of Lewiston.

9. PeopleService Monthly Report- Ken Johnson

Ken Johnson presented his monthly report. Member Rupprecht stated on the last page of the report, the water pumped vs. water treated, for April, the average daily extra treatment of water was 37,000 gallons-gallons that the City of Lewiston does not receive revenue from because it doesn't pass through a water meter somewhere. Rupprecht asked Johnson and PeopleService to quantify the costs of treating this extra water.

10. Public Works Monthly Report- Curt Benter

Public Works Director Curt Benter handed out his report. On Monday of Memorial Day weekend there was a power surge at well house #5. The VFD unit was replaced by Bauer Electro-tech, with the cost being covered by insurance less the \$250 deductible.

Benter stated Riley Matzke is back working with Public Works this summer mowing and other miscellaneous duties and is doing a great job.

Benter discussed the park rehabilitation quotes. They include a decorative cement border from Custom Landscape Design, along with quotes for certified wood chips, pea gravel, colored rubber mulch, and plain black rubber mulch at each park. Benter also included a quote from Chester Pozanc Trucking for pea gravel and certified wood chips for a 12" fall protection. Benter wants to immediately put up orange fencing around the playground equipment at Circle Pines Park to prevent further use, as it's a liability to the City.

Benter commented that the Custom Landscape Design guy suggested a berm built on the northwest corner of CityView Park so when water comes down, it disperses around the park.

Member Rupprecht agreed that grading work needed to be done there.

Benter wants to meet with Barb Marchwick from Circle Pines Park so the neighborhood knows and can give input to the park updates. Member Rupprecht asked for an update on the park rehab to include the new park equipment at Circle Pines Park be given to Council at the July 11, 2018 meeting.

11. Water and Sewer Billing Update- E. Peshon

City Administrator/Clerk Knight stated that Ms. Peshon, of 100 1st St SW, appeared at the May 23, 2018 Council meeting. At that time, Council instructed that Peshon was to pay the outstanding amount on her water and sewer account less late fees plus the payment for June by June 27, 2018. The only payment made was \$150 on May 27, 2018. No contact had been made by Ms. Peshon. The current bill is \$896.01, which includes the late fees. Council agreed to shut off the water tomorrow, 6/28/18, due to non-payment.

12. Committee Updates

12.1 EDA Land Development Forum

Mayor Carlson stated the meeting did take place, and there was discussion about ideas, what to do for funding, how to keep interest going, etc. Member Rupprecht stated that in addition to the City of Lewiston and the EDA, other people are putting actions together and looking at transitional housing, townhomes, condos, etc. The next meeting will be in two weeks, July 9, 2018.

12.2 Planning and Zoning

Member Kelly stated that there was a conditional use permit public hearing held on Monday, June 25, 2018 for Denise Van Etten. Ms. VanEtten had moved to a new residence and needed to re-apply for the conditional use permit to sell baked goods.

Member Kelly motioned for approval of the conditional use for the sale of baked goods as permitted under City Ordinance 907.02, paragraph 3, home occupations subject to specific performance standards, which are set by Minnesota Cottage Law, for Denise Van Etten located at 220 1st St South. Seconded by Member Robertson. Approved 5-0.

12.3 Rubbish Haulers Committee

Member Rupprecht stated the committee had met just prior to City Council, and recognized there is a lot of homework needing to be done. The State of Minnesota statute requirements for looking at a single rubbish hauler system, not just enacting it, are strange and the committee has to follow them. It'll be two to four weeks before an update can be made to Council.

12.4 GreenStep City

Member Lange stated the City of Lewiston was given an award from the GreenStep Cities program. Lange also sent the GreenStep Intern job description to a professor in the Sustainability department at Winona State University.

12.5 Surplus Items- Cheryl Knight

City Administrator/Clerk Knight came to Council on May 23, 2018 with a small list of surplus items. The consensus was to donate the items under the surplus items policy. However, no organization has come forward requesting a donation. There was interest in the pool table and the brochure stand. Mayor Carlson wondered if we now had to take bids on the items. We will now take a 30 day sealed bid for these items.

12. Additional Council Concerns

Member Rupprecht commented in the consent agenda, where the City paid legal fees, he doesn't like spending money on attorneys unless absolutely necessary. \$1,162.00 from April/May time period and \$375 legal fees in March, for employment matters, along with two special Council meetings at \$25 a person, totaling \$1,787 to take care of something which Council took care of at its Special meeting. Rupprecht said he was bothered that funds were spent without Council talking about it first. He requested the City Administrator/Clerk Knight, with Council's approval, contact the legal department at the League of Minnesota Cities to see if Council has the authority to require prior approval of contact to the City Attorney. (This would have brought these three issues to Council first, where they could have been taken care of at the table.)

Mayor Carlson mentioned the SEMLM meeting handouts. She wondered if Public Works would be interested in the professional panel discussion on the Emerald Ash Borer. Member Rupprecht said that he could go four blocks to the DNR forestry office and he gets the same information. The City of Lewiston already has the Emerald Ash Borer plan in place. Within 60 days we should hear back from the DNR about the \$30,000 maximum grant for Emerald Ash Borer tree removal. Sometimes our time is better spent elsewhere. Mayor Carlson stated this group lobbies on behalf of the southeastern cities.

Mayor Carlson motioned for approval to spend \$25 to attend the July 31, 2018 meeting of SEMLM .
Seconded by Member Rupprecht. Approved 5-0.

Member Rupprecht motioned to adjourn the Council Meeting. Seconded by Member Kelly. Approved
5-0.

The Council Meeting was adjourned at 8:02pm on June 27, 2018.

Submitted By:
Cheryl A. Knight
City Administrator/Clerk