

**Lewiston City Council**  
**Council Meeting Minutes**  
**March 13, 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 March 13, 2018.

**2. Pledge of Allegiance**

**3. Roll Call**

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 Rupprecht requested to add 13.3 Beautification Committee under the Committee Updates.

Member Rupprecht motioned to approve the agenda with the additional item. Seconded by Member Lange. Approved 5-0.

**5. Adopt Consent Agenda**

A. Regular Council Meeting Minutes- February 27, 2018

B. Accounts Payable

Member Rupprecht stated that in the Meeting Minutes from February 27, 2018, Section 9- Rubbish Hauler Permit-he stated the cost “*in a neighboring city was half of what he currently pays*” for Waste Management service.

Mayor Carlson motioned to adopt the consent agenda with the correction as noted. Seconded by Member Lange. Approved 5-0.

**6. Citizens’ Concerns-** Ellsworth Simon, address is just outside City limits. Comments made against destroying the Community Center mural.

**7. Monthly Ambulance Report- Matt Essig**

Mr. Essig was unable to attend. His monthly report was in the Agenda packet.

**8. 2018 Street and Utility Project Update- Bryan Holtz**

Mr. Holtz gave an update of the 2018 Street and Utility Project. Plans are about 80% complete. Discussion was held with Public Works Director Curt Benter and City Administrator/Clerk Cheryl Knight regarding materials to be used for the project. Mr. Holtz also had a meeting with the utility companies to discuss potential impacts the street project will have on them. The

project will mostly affect HBC, and to a lesser degree MiEnergy. MiEnergy is impacted mainly because of the widening of 1<sup>st</sup> and 2<sup>nd</sup> Streets. City owned light poles on 1<sup>st</sup> Street and Country Club Dr. will have a cost to the City to relocate them. MiEnergy's power poles needing to be relocated will be done at their expense.

The City of Lewiston was unsuccessful in its bid for LRIP funding for the reconstruction of Rice Street.

The plan is still to bid out a "base bid" with an estimated cost slightly above the \$3 million cap. Projects 2 and 5 (First Street and Second Street from Fremont to Benike) will be bid out as alternates. This will allow the City to fully evaluate how much it can afford, and to be flexible. Revised schedule handed out. April 25, 2018 is the date when the decision will be made by City Council on what street projects will be done. Thursday, April 19<sup>th</sup> is the bid opening.

Thursday March 22<sup>nd</sup> is the 2<sup>nd</sup> Neighborhood Informational Meeting regarding the street project. This will be the last opportunity for property owners to discuss with the Engineering staff how this project will directly affect their property.

#### **9. RFP for Local Insurance Agent- Cheryl Knight**

The RFP was returned to City Council for review after updates were made to the document.

Member Kelly motioned to approve the RFP for Agent/Broker of Record for the City's Property and Casualty Insurance. Seconded by Member Robertson. Approved 5-0.

#### **10. Policy-Family and Medical Leave- Cheryl Knight**

Discussion of Family and Medical Leave policy as presented. This policy needs to be reviewed by the Personnel Committee and then brought back to full Council. Page #6 in italics was from the sample form, and the italics will be removed.

#### **11. Policy-Disposal of Surplus Equipment- Cheryl Knight**

Policy for Donation of Surplus Equipment brought back to Council after updates made for the "closed bid" process.

Member Rupperecht motioned for approval of the City of Lewiston Policy for Disposal of Surplus Equipment. Seconded by Member Lange. Approved 5-0.

#### **12. Street Sweeping Proposal from Wigham Services- Cheryl Knight**

Review of proposal received from Wigham Services for street sweeping services. \$1,795 for the Spring street sweeping, and \$1,150 for the Fall street sweeping.

Member Rupperecht motioned for approval of the contact with Wigham Services for street sweeping for 2018 \$1,795 for the Spring sweeping and \$1,150 for the Fall sweeping. Seconded by Member Lange. Approved 5-0.

### **13. Committee Updates**

#### **13..1. Trails Committee- Bryce Lange**

Member Lange reported the committee met March 1, 2018. They prioritized which trail they would look at requesting grants for. The trail goes by the Crossing Center to the Fisher addition, and connects park to park, and children to the elementary school. As this is not a priority to fund for the City, the hope is to obtain grant funding and donations. This is a very preliminary plan.

#### **13..2. Minnesota GreenStep Cities Program- Bryce Lange**

Member Lange stated he learned of this program at a LMC (League of Minnesota Cities) event. It is a joint venture among several Minnesota state departments. This program would recognize cities for creating a sustainable cities program, that would challenge, assist and recognize cities that were “green stars”. It would not be a “cookie cutter” type of activity, but one that the City could choose which items to participate in and be recognized for. Lewiston would become the third city in Southeast Minnesota to participate in this program. Discussion followed. Sample resolution to be updated and brought back to the next Council meeting.

#### **13..3. Beautification Committee- Larry Rupprecht**

Member Rupprecht reported the committee met March 13, 2018 with Kevin O’Brien, DNR Forester, to review his recommendations or ideas for trees to replace the ash trees taken down at North Side Park. These include Swamp oaks, lindens (or basswood trees), and dutch-elm resistant elm varieties. Perhaps 6-10 of these trees could be planted. In the NW corner, where a large ash tree sits, MiEnergy states it’s under their service line and will be taken down. The thought is perhaps a black hills spruce, or a clump of two or three would be good to locate there. The committee also discussed the flower basket program for this summer. Volunteers are lined up for watering duties.

MiEnergy is currently clearing trees away from power lines. The City might be responsible to remove tree stumps from the old swimming pool area. Perhaps when Reed’s Tree Service clears the stumps from the North Side Park, for an additional fee they could remove stumps from the pool area also. The City will also need to include additional funds in next year’s budget for tree removal.

### **14. Additional Council Concerns**

Member Rupprecht discussed the Capital Improvement Projects for the next 8 to 10 years. City Council needs to have this in mind as they approach the bid opening and award in the next month for the current street project. After the \$3 million this year, Bryan Holtz was asked for an

estimated cost for the remainder of the street projects. It will be at least \$4.5 million to cover the rest in 2022-2023. If \$1.7 million gets kicked down the road, it will make that amount larger. There are other capital projects to consider such as: the potential radium removal plant at a cost of \$3 to \$4 million in today's dollars; the EMS building, set up at \$3.6 million in 2018, with a Five Bugles representative's figure of an 8-10 % annual inflation rate. Calculated at 8% inflation until 2027, the cost becomes \$7.2 million. Also, there is the 2018 water tower rehab project. Per Mike Bubany, the cost for every \$100,000 increase in this year's street project for a \$100,000 taxable assessed value on your home is \$10. If the City spends \$1 million more on this year's street project, the increased cost to the homeowner would be \$100 annually. This is something to be considered as this 2018 street project goes out for bid. Member Kelly commented on the Community Center mural. Kelly wonders if the mural could be covered instead of being painted over. Discussion followed. Council is looking for additional options, ideas and suggestions from the public within the next two weeks. Public Works Director Benter is to halt work in the Community Center until the next City Council meeting.

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

The Council Meeting was adjourned at 7:54pm on March 13, 2018.

Submitted By:  
Cheryl A. Knight  
City Administrator/Clerk