

**Lewiston City Council**  
**Council Meeting Minutes**  
**May 9, 2018 Postponed to May 17, 2018**  
**Lewiston City Hall – 6:00 P.M.**

**1. Call to Order**

City Council Meeting called to order by Mayor Beth Carlson at 6:00 pm May 17, 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 motioned to approve the agenda as presented. Seconded by Member Robertson. Approved 5-0.

**5. Adopt Consent Agenda**

- A. Regular Council Meeting Minutes- April 25, 2018
- B. Special Council Meeting Minutes- May 1, 2018
- C. Accounts Payable
- D. Accounts Payable- Additional
- E. Community Center/Senior Center Rental Agreement Form
- F. Waiver of Rental Fee-American Red Cross Blood Drive-Community Center-July 3, 2018

Member Lange motioned to adopt the consent agenda as presented. Seconded by Member Kelly. Approved 5-0.

**6. Citizens' Concerns- Heartland Days Request-Shawn Kennedy-Lee**

Shawn Kennedy-Lee presented an update on Heartland Days. Volunteers are being recruited through the Heartland Days Facebook page link. Raffle tickets and Heartland Days buttons are currently being distributed to local businesses. Steamboat Days Parade will be Sunday, June 17<sup>th</sup> in Winona, and the request was made of the City to supply a truck and driver to pull the Lewiston Royalty float. In past years, the Mayor had driven the truck. Mayor Carlson graciously volunteered to do this, and will work with Becky Mueller for additional details.

Member Robertson asked whether progress was made in designating the fest area. City Administrator/Clerk Knight stated that Chief Yeiter has spoken with our City Attorney and it will be similar to what it always had been. Barricades will block off Harrison Street, and the flow

of people will be from the back of the establishments to the beer tent area. Patrons will need to travel on the sidewalk from the Rec bar around through the barricades on Harrison Street to the beer tent. Only plastic cups will be allowed to be carried through the fest area-no glass allowed.

**7. Ambulance Service March and April Monthly Reports- Matt Essig**

Reports enclosed. No questions from the Council for Ambulance Director Essig.

**8. Police Department Monthly Report- Scott Yeiter**

Report enclosed. No questions from the Council for Police Chief Yeiter.

**9. 2018 Street Project Financing- Mike Bubany**

Mike Bubany, the City's financial advisor, discussed his firm's recommendations for the structure and sale of General Obligation Bonds for the financing of the City's street improvement project. How much to borrow? The Master Cash Flow spreadsheet enclosed in the packet gives details. The top left quadrant details how the bond is sized. The total cost includes project costs, issuance costs, and capitalized interest (which is not an issuance cost- this money helps cover the first interest payment due before revenues are received). Subtracting the interest earnings on the construction fund monies from the total cost results in a borrowing (bond issue) of \$4,990,000. The Underwriter's Discount Allowance of 1.100% is the compensation to those who purchase the bonds, which Mr. Bubany feels is sufficient. The Rating Agency Fee is for the bonds to be rated by a rating agency, which saves the City money on interest. The term is 15 years. The structuring of the bonds is to minimize impact and keep the net levy impact to the taxpayers smooth. The net effective rate is 3.7611%, and the call option is @ par dated 2/1/2026. The recommendation is for a competitive sale.

**10. Resolution 2018-07 Resolution for the Sale of Bonds- Mike Bubany**

Member Robertson motioned for approval of Resolution 2018-07, Providing for the Competitive Negotiated Sale of \$4,990,000 General Obligation Improvement and Disposal System Bonds, Series 2018A. Seconded by Member Lange. Approved 5-0.

The sale of the bonds will take place on June 13, 2018. Any interested citizens wanting to purchase some of these bonds should contact their broker before the sale date.

**11. LMC Annual Conference to feature GreenStep Cities-Email**

Email received regarding the City of Lewiston being recognized as a Step 1 city in the GreenStep Cities program at the LMC Annual Conference June 20-22 in St. Cloud MN. Member Lange would like to attend the awards activities. Mayor Carlson might be interested in attending if her schedule permits. More information to be obtained and brought back to the next Council meeting.

## 12. Committee Updates

**12.1 Rubbish Haulers Committee-** Member Lange stated the committee is reaching out to other cities to see what they do. Member Kelly asked if a public informational meeting would be held. Member Rupperecht replied that once the committee identifies a path to follow, that information would be brought to Council for discussion first.

### **12.2 Personnel Committee-**

1. The summer temporary helper for mowing and parks, Riley Matzke, will be starting again on June 6, 2018. This will be his third year. Request made from the Public Works Director to increase Matzke's pay from \$10 to \$11 per hour, and there is money in the current (2018) budget for this expense.

Member Kelly motioned for approval of the rehire and pay raise for Riley Matzke from \$10.00 to \$11.00 per hour effective June 6, 2018. Seconded by Member Roberton. Approved 5-0.

2. From the previous Council meeting, the personnel matter that was referred to the Personnel Committee needs a motion to be made for it, according to the City Attorney.

Member Kelly motioned that the City Personnel Committee be authorized to sign and provide communications to City Administrator/Clerk Cheryl Knight requesting that she provide information to the City related to her ability to perform essential functions of the City Administrator/Clerk position. Seconded by Member Rupperecht. Approved 5-0.

Member Kelly stated that in the future, the Personnel Committee would seek approval from the full Council to contact the City Attorney before doing so.

## 13. Additional Council Concerns

Member Rupperecht mentioned that the Minnesota State Flag is now hanging on the wall behind the Council members, and that similar chairs for each of the Council members was purchased at a cost of \$139 each.

Trees were ordered from the tree farm two weeks ago, but it's been too wet to get them out of the ground and planted. The swamp white oaks, which are excellent boulevard trees, are only available as bare root plants, and would take twenty years to provide shade. Perhaps there were funds leftover from the removal of the ash trees at North Park to buy two ball and burlap swamp oak trees?

City Administrator/Clerk Cheryl Knight brought to Member Rupperecht that the DNR (Department of Natural Resources) has a grant available for EAB (Emerald Ash Borer) reimbursement up to \$30,000 per city-only public entities. Rebecca Charles is working on the grant application.

MPCA (Minnesota Pollution Control Agency) sent a letter that they are going to become more serious about controlling chlorine ion in the waste effluent stream. This is the part of the salt softening system that backflush's out from your house and is raising problems with the acidity levels of the water leaving the plant. There are several methods to remove it, all of which are very expensive. MPCA has given the City thirty (30) days from the date of their letter to respond back to them with a plan, and then follow up on that plan. The request also includes the fact that these methods may be too expensive for a community, so there are also variance procedures built into this process.

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

The Council Meeting was adjourned at 6:40pm on May 17, 2018.

Submitted By:  
Cheryl A. Knight  
City Administrator/Clerk