

**Lewiston City Council Agenda
Regular Council Meeting
June 22, 2022
Lewiston City Hall – 7:00 P.M.**

1. Call to Order

Regular Council Meeting is called to order at 7:00 pm

2. Pledge of Allegiance

3. Roll Call

Present: Councilor Potter, Councilor Boynton, Councilor Robertson, Councilor Borchardt and Mayor Carlson

Absent: Administrator Bobby Falcon

Also Present: Bobby Falcon via Teams, Scott Yeiter, Erik Fredberg, Lori Ollendieck, Herb Krueger (PeopleService), Jake Pichelmann (Bolton/Menk), Barb Bartelson, Hayden Randall, Tisha Hooks, and Abbie Hooks

4. Agenda changes and additions

Councilor Robertson motions to approve the agenda as presented. Seconded by Councilor Borchardt.

Ayes: Mayor Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

5. Adopt Consent Agenda

- a. Regular Council Meeting Minutes – June 8, 2022
- b. Accounts Payable Check Register
- c. Financial Reports

Correction in minutes needed to change item #16 "Mayo" to Mayor" and PSN fees listed in check register will be changed to general fund revenue from sewer and water revenue. Councilor Robertson motions to accept the Consent Agenda with said changes. Seconded by Councilor Boynton.

Ayes: Mayor B. Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

6. Citizen's Concerns (3 Minutes)

None.

7. **PeopleService Report**

Submitted report in the packet. Herb Krueger was present and gave an update on equipment and how operations are going. He expressed concerns regarding the fine screen and talked briefly about this and what/how it can be repaired. He will be getting quotes on the repairs otherwise everything has been operating as it should.

8. **Public Hearing – Facility Plan**

7:10 pm – Mayor Carlson calls the Public Hearing to Order

Submitted report in the packet. Jake Pichelmann (Bolton/Menk) explains the Wastewater Facility Plan Report and the Water System Evaluation Report which are required per regulatory review in to qualify for funding of upcoming projects. He reviewed options and recommendations for the pending projects including those that are in need of more immediate attention as well as those that may be able to be put on hold for the time being. He also went over the options of affordability and funding including some grant monies and/or low interest loans that might be available. Jake also mentioned that Bolton/Menk has a funding group that specializes in assisting with finding funding, but it would require some action on the city's part such as Council Action, Resolutions, etc.

Mayor Carlson asked about the one water line that feeds the other side of Hwy. 14 and concerns about something happening to that one line. This information was not included in this report. Jake will talk with Brian and get the information added to the project list.

Jake concluded by going over the schedule.

Mayor Carlson asked for any public comments. No public comments were made.

7:52 pm – Mayor Carlson calls to close the Public Hearing

9. **Girl Scouts**

The local girl scouts presented pictures of the mini libraries. These mini libraries will be installed by the end of August and placed at Southside Park, Cedar Park, North Park, City View Park, the Dog Park, and the Community Center. When ready to install the Girl Scouts will contact the City Administrator to determine the best placement at each location as it will involve digging. The Lions have agreed to maintain the mini libraries such as small structure maintenance. If there is damage it will be up to the Lion's to decide if the mini libraries should be repaired or replaced. The object is to "give a book, take a book" so the libraries should always be stocked with books.

If someone wants to make a donation, where can they leave a donation? The girl scouts will do some thinking on this.

10. Resolution 2022-19 Accepting Donation from Headway Marketing LLC/Lewiston Auto/Chevy Youth Baseball

This is something that we get every year.

Councilor Robertson motions to adopt Resolution 2022-19 accepting donation from Headway Marketing LLC, Lewiston Auto, Chevy Youth Sports in the amount of \$500.00. Seconded by Councilor Potter.

Ayes: Mayor B. Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

11. Resolution 2022-20 Accepting Donations for Prairie Trails Eagle Scout Project

Councilor Robertson motions to adopt Resolution 2022-20 accepting donations for the Prairie Trails Eagle Scout Project. Seconded by Councilor Boynton.

Ayes: Mayor B. Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

12. Request for Council Action – Appointment of City Representative to Negotiate City Administrator Employment Contract

Mayor Carlson has sent out an email regarding this but has not heard back. She will send a follow-up email, so this is just a place holder.

13. Request for Council Action – Hire Public Works Assistant

Request to hire Al Bartz for the open public works assistant position. The background check hasn't been completed and the physical and drug screening haven't been done yet either. These things will all need to be done before he can start work.

Councilor Potter motions to approve hiring Al Bartz as public works assistant beginning June 27th at the rate of \$18.50 per hour pending background and physical and drug test. Seconded by Councilor Boynton.

Ayes: Mayor Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

14. Committee & Commission Meetings

a. EDA

Comp plan – plan in place for updating. Looking for something to go into the Subway building. Budget change, resolution will be coming soon regarding moving funds around.

b. Public Works

Discussion regarding city alleyways at 1st and 2nd street and 1st Ave and Williams Street between Co Rd 25 and Thompson St. Exploring options for moving generator and getting quotes on the cost of moving. Rural Water will come and assist with some testing, the city will have to pay for the materials. There will need to be more discussion on this. The committee also discussed the upcoming projects and priorities.

c. Personnel and Budget

Waiting on wage study to come back. Starting the 2023 budget and working on it in this committee before bringing it to full council. Minimum wage for part time wages for the police department were discussed. Waiting on recommendations from the chief. Current fuel budget statuses discussed. Some departments are over budget due to fuel prices.

d. Cable/Media

Evaluating a new broadcasting system overall. A cradle point is needed for the new ambulance's computer. The ambulance is in the final stages of completion. Cost for a new cradle point is up to \$2000.00.

Motion by Councilor Borchardt with a second by Mayor Carlson to approve using cable funds to purchase a cradle for the new ambulance.

Ayes: Mayor Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

e. Emergency Services Building

Went through the preliminary plan. Options on using the existing structure saving approximately \$750,000.

15. Council Concerns

Adjusting department heads spending limits.

Motion by Councilor Robertson and seconded by Councilor Boynton to raise the spending limit without the need to come to council to \$3000.00 dollars.

Ayes: Mayor Carlson, Councilor's Potter, Borchardt, Robertson and Boynton.

Nays: None

Motion Carried.

Mayor Carlson motions to allow the mayor or the city administrator to approve spending up to \$5000.00 without coming to council. Seconded by Councilor Potter.

Ayes: Mayor Carlson, Councilor's Potter, Borchardt, Robertson and Boynton.

Nays: None

Motion Carried

Chief Yeiter announced that Officer Coop would like to have the National Night out at Southside Park.

City Administrator requests that the July 13th meeting regarding Knight vs Lewiston, a discussion regarding a settlement should be had. A Special Meeting is set at 6:30 p.m. on July 13th to discuss a settlement for Knight vs Lewiston.

Councilor Borchardt motions to adjourn with a second by Robertson.

Ayes: Mayor Carlson, Councilor's Potter, Borchardt, Robertson and Boynton

Nays: None

Motion Carried

Meeting adjourned at 8:29 pm