

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
January 10, 2023

1. CALL TO ORDER

Mayor Koch called the meeting to order at 7:00 p.m.

Members present: Mayor Kent Koch, Council Members Brenda Daniels and Melissa Markham.

Members absent: Council Member Greg Elsen and Council Member Elect Ben Scanlon.

Also present: Medina Public Safety Director Jason Nelson, Public Works Director Jeff Leuer, and City Clerk Treasurer Mary Schneider.

There were no people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved with the following changes: under Streets, add item 2) Proposal for Geotechnical Exploration – 2023 Street Improvements.

4. PRESENTATION

a. Representative Kristin Robbins

Representative Robbins introduced herself to the Council and gave a brief presentation. Robbins stated she has a newsletter that anyone can subscribe to from her website. Robbins also noted that if anyone from her district is planning to visit the State Capitol, they are welcome and encouraged to contact her office to get a tour.

5. APPROVE MINUTES

On a motion by Markham, seconded by Daniels, to approve the minutes of the December 13, 2022 regular council meeting as submitted.

Motion carried unanimously.

6. MEDINA POLICE REPORT

Medina Public Safety Director Jason Nelson presented the December Police Report, noting 151 total calls for service, of which 125 were general patrols. Nelson reported his department responded to a domestic call that turned out to be a homicide. Nelson talked about protecting mental health and promoting stress management for first responders and stated his department took part in Critical Incident Stress Management (CISM) debriefing.

7. OPEN FORUM

No one came forward to speak during the Open Forum.

8. CONSENT AGENDA

- a. Pay Equity Report Approval
- b. Ratifying Amendment to Hennepin County Safety Training Agreement
- c. Outstanding Indebtedness Report

On a motion by Daniels, seconded by Markham, to approve the CONSENT AGENDA as submitted. Motion carried unanimously.

9. ACTION/PLANNING

a. Resolution 2023-01, Annual Appointments

On a motion by Daniels, seconded by Markham, to approve Resolution 2023-01, A RESOLUTION RELATING TO THE ORGANIZATION AND ANNUAL APPOINTMENTS FOR THE CITY OF LORETTO FOR 2023.

Motion carried unanimously.

b. Snowmobile Gift Certificate Awards

On a motion by Markham, seconded by Daniels, to award the snowmobile gift certificates to Malia Kaszubowski and Matt Rohman.

Motion carried unanimously.

c. Alert System Migration Agreement

On a motion by Markham, seconded by Daniels, to approve the Rave Mobile Safety Migration Agreement and authorize the City Clerk to execute the agreement.

Motion carried unanimously.

10. INFORMATIONAL ITEMS

a. Holiday Train Report

Council reviewed the report submitted by Chairperson Connie Scheibe. Clerk Treasurer Schneider reported Doboszinski and Sons updated the estimated pounds of food delivered to the food shelf to be 1,557.

b. LMCIT 2022 Property.Casualty Dividend

Council reviewed. No action taken.

11. MONTHLY STAFF REPORTS

a. City Hall

1) Loretto Logo

Council reviewed options for a new logo for the city and gave feedback for Schneider to give to the graphic designers. Schneider noted there is no cost to the city until a final design is approved, then there is a charge of \$475 for the city to receive the logo in forms that can be used on letterhead, website, wall graphic, t-shirts, etc.

b. Streets

1) Sidewalk Award – Hennepin County Transportation

Public Works Director Leuer stated the award proposal will be going to the County Board for approval and he will bring back more details if the Loretto project is approved.

2) Proposal for Geotechnical Exploration – 2023 Street Improvements

On a motion by Markham, seconded by Daniels, to approve the geotechnical proposal from Haugo GeoTechnical Services in the amount of \$5,460.

Motion carried unanimously.

c. Water

No items were brought forward.

d. Wastewater

No items were brought forward.

e. Parks

1) Grants

The Council discussed ideas for park grants. Leuer stated he would look up the last playground application that was submitted and bring back information to the February meeting.

f. Stormwater

Leuer reported that samples were taken at the two ponds approved for cleanout and stated the goal is to get these ponds completed in 2023.

12. MAYOR AND COUNCIL REPORTS

Mayor Koch reported the Northwest Hennepin League of Municipalities hosted local police chiefs, recognizing them for their service. Koch also reported he attended a fire district meeting in Long Lake, with ongoing discussions about a joint powers agreement or possible fire taxing district.

13. FINANCIAL

a. 2022 Year-end Bills

On a motion by Markham, seconded by Daniels, to approve paper check numbers 24998-25021 totaling \$74,652.92.

Motion carried unanimously.

Schneider reminded the Council to inspect each month's check register, looking for gaps in check numbers. This is a measure intended to prevent fraud.

b. January Bills

On a motion by Daniels, seconded by Markham, to approve electronic check numbers 4320E-4345E and paper check numbers 25022-25038 for a grand total of \$183,541.07.

Motion carried unanimously.

c. Monthly Balance Sheet

Council reviewed. No action taken.

14. ADJOURN

On a motion by Daniels, seconded by Markham, to adjourn at 7:51 p.m.

Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer



Kent Koch, Mayor