

City of Loretto
Minutes of Regular City Council Meeting
February 9, 2012

CALL TO ORDER

Mayor Koch called the meeting to order at 7:00 p.m. Members present: Mayor Kent Koch, Council members Jeff France, Clark Lohr, John Neumann, and Tom Pedersen. Also present: City Clerk Cindy Patnode, Public Works Director Jeff Leuer, and City Attorney Paula Callies.

There were three people in the audience.

SET AGENDA

The agenda was approved with the following changes: add Bike Path Maintenance under Action/Planning; remove Lion's Electronic Sign under "Informational Items"; under Monthly Reports: add speed limit signage to "Streets"; add Wellhead Protection Plan – Part 1 letter under "Water"; switch the I & I status update from "Stormwater" and place it under "Wastewater".

APPROVE MINUTES

On a motion by Lohr, seconded by Neumann, to approve the January 10, 2012 Minutes with a typo on page 4, second paragraph changing "city" to "city's".

Motion carried unanimously.

MEDINA POLICE REPORT

Officer Converse informed the Council of activities for January, a relatively quiet month.

2012 FEE SCHEDULE

As part of the storm water grant, the city needs to have a fee schedule for city personnel hourly rates to bill against the project.

The consensus of the Council was to take 2.7 times the hourly rate (which is a typical rate for figuring benefits, etc.). Since this requires a public hearing, it will be placed on the March 13th Council meeting. Attorney Callies will review the city code for compliance.

BUREAU OF CRIMINAL APPREHENSION (BCA) JOINT POWERS AGREEMENT (JPA) REGARDING E-CHARGING

Attorney Callies informed the Council that this was an amendment to the JPA that was signed in July regarding prosecutions.

On a motion by Neumann, seconded by France, to authorize the Mayor and Clerk to sign the amendment from the BCA JPA in the matter of e-charging.

Motion carried unanimously.

BIKE PATH MAINTENANCE

Councilor Pedersen requested that this be placed on the agenda due to a complaint he received about liability and time spent by the public works regarding the bike path the city maintains in the City of Medina.

Attorney Callies informed the Council that with any type of exposure, the city is always a target. However, if regular maintenance and upkeep is performed, the liability is reduced. Leuer stated it takes an additional 17 minutes to clear the bike path outside the city limits on a given snowfall. The Council consensus remained as it was in November when they approved the clearing of the bike path from Hwy 55 to County Road 115 due to the benefit it provides to the city residents in their ability to walk safely along County Road 19.

However, they did recommend that staff apply for a winter use permit with Three Rivers annually to reduce our liability exposure.

INFORMATIONAL ITEMS

Quiet Zone Update

Engineer Andy Mielke from the firm SRF of Plymouth gave a review of the process that is followed in regards to a quiet zone. He stated that Loretto has three issues that will increase the financial impact to the city: 1) the crossing does not have constant warning time circuitry (roughly \$80,000-\$100,000); 2) issues with Auto Reconditioning access; 3) the private driveway off of Lorenz Street (Becker residence).

Mielke recommended partnering up with the City of Independence to have Town Line Road crossing included for a Quiet Zone.

Once a Quiet Zone is in place, he stated the risk factor is periodically reviewed to determine if it continually meets the standards. If the risk factors change, the city has three years to bring back to compliance before losing its status.

The Council thanked Mielke for his presentation. No further discussion was made.

Recycling Update

Randy's representative Jim Wollschlager and Deb Gatz gave an update to the Council regarding the change that will be coming this summer in regards to the organics program. The State of Minnesota has now classified organics as recyclable which changes the tipping fee that is charged to the handlers. More details will be worked out between Randy's and the City in regards to the new "Blue Bag Organics" program and how and when it will be implemented.

Wollschlager informed the Council that to stay viable, most recycling contractors have gone to single stream and companies have devised ways to keep the contaminants to a minimum with the machinery that is used for separation. He also informed the Council of Randy's commitment to the environment by purchasing Natural Gas trucks that have 98% less emissions. They've also purchased five smaller trucks to help offset the damage to roads during the spring thaw and he will work with cities during the road posting season.

The Council will be kept informed of the progress being made regarding the Blue Bag Organics program.

The city's participation rate for recycling was roughly 75% and the organics program is roughly 39% for 2011. Down 1% in each category from 2010.

Incentive winners for Dec & Jan:

Dec – Recycling – Terry Ryan; Organics Beau Doboszinski family

Jan – Recycling – Bob Van Beusekom family; Organics Ned Sorley family

Fun Fest Update

The next meeting is 2/13/12 and will be chaired by our new Office Assistant Mary Schneider. The Fun Fest will not be able to be held at the park due to the storm water project that has the tentative start date of August, 2012.

A-Z Update

Neumann and France reported that they met with Ralph Miller, owner of A-Z, and developed an action plan which they reviewed with the Council. Patnode was directed to send a copy to Ralph and leave space for signatures.

911 Emergency Communications Facility

This information was brought up at the January meeting in regards to potential charges for dispatch service. Sheriff Stanek informed the Council via a letter that he does not support the fee but recommends contacting the city representative (Jeff Johnson) on the Hennepin County Board. Johnson will be at the March meeting which would be a good time to bring this up and any other concerns the city may have.

Greenfield Comprehensive Plan Update

Greenfield sent us their Comprehensive Plan Update to review.

Vinland Snowshoe Event

On Saturday, Feb. 18, Vinland will host a "Winter Walkabout" and may be placing a temporary sign in Loretto. No permit necessary.

Sign for new City Hall

According to the code, since the pylon sign that is located at the Loretto Office Park (new city hall location) will be altered, it states that a sign permit would be required. Staff will follow up with any permits that are necessary.

REDEVELOPMENT ADVISORY COMMITTEE (RAC)

Draft Minutes of 1/17/12

The Council accepted the Minutes of 1/17/12. No action taken.

Resolution 2012-04, RAC Appointments

On a motion by France, seconded by Koch, to approve Resolution 2012-04, A RESOLUTION APPOINTMENTING MEMBERS TO THE LORETTO REDEVELOPMENT ADVISORY COMMITTEE.

Motion carried unanimously.

MONTHLY REPORTS

City Hall Relocation Update

Carpet Selection

Council consensus was needed (and given) to determine the carpet since it went over the dollar limit approved by the Council at the January meeting.

Email addresses

To have more conformity to the city and Council in regards to email addresses, the consensus was to have a web-based email with the ci.loretto.mn.us address for use for all staff and Council. The cost will be approximately \$65 annually to maintain. Patnode was directed to obtain the necessary information to move forward with this project.

Streets

Speed Limit Sign

Leuer is working with the County to relocate signage (when traveling into town from the north on County Road 19) to a more visible location in an attempt to slow traffic.

Water

Wellhead Protection Letter – Part 1

Council consensus was to direct Leuer to send a letter to the MN Dept. of Health in regards to the work done on the Wellhead Protection Program – Part 1 for their review and approval.

Wastewater

I & I Status Update

MPCA received and reviewed the I & I Plan for the City of Loretto and stated that it has met the requirements set forth. An annual I & I Report is due every 7/1.

Parks

Committee Notes of 1/23/12

Councilor Neumann reported on the 1/23/12 Park Committee meeting stating it was to address park costs and to foster transparency.

A lengthy discussion ensued with the Council and Park Coordinator Herb Koch in regards to the history of the park and the role of LCAA, himself, and the city.

Council consensus was that communication has improved and will need to continually be made in order to achieve the best results for the parks.

******* The Attorney was dismissed at 9:09 p.m. *******

Council stated that although the park has an important role in the city, there are other important issues that the Council has to invest money in and they need to be cognizant of all the aspects that benefit the citizens of the city.

For the next Park Committee meeting, the representatives would like numbers broken down of how many youth, teens, and adults participate in the programs and a list of priorities in regards to projects.

The Council thanked Leuer for gathering the 2011 parks financial data and Herb Koch for his attendance and background information he gave. Further discussion may occur regarding the 1/23/12 Park Committee meeting at a future meeting.

Youth Sports Grant

The Park Committee will apply for and submit the Hennepin Youth Sports Program grant application with input from Leuer for equipment needs. There is not a local match needed and the due date is March 9th.

Storm water

Training Video Request

A funding request was made on behalf of a watershed district that would allow others to use for educational purposes. The Council was not interested in participating.

Response of Hwy 55 resurfacing project

MNDOT clarified that they are following through on the storm water best management practices when they complete the Hwy 55 project in 2012.

Grant update for the Loretto Ball field

Leuer informed the Council of the meetings he's had with Medina staff and consultants in order to move forward with the project and steps needed to fulfill the grant requirements. Both city's staff will be meeting in the near future to work on a JPA.

FINANCIAL

February Bills

On a motion by Lohr, seconded by Neumann, to approve check #'s 1052E - 1080E and 19708-19736 in the amount of \$46,797.14.

Motion carried unanimously.

ADJOURN

On a motion by Pedersen, seconded by France, to adjourn at 9:53 p.m.

Motion carried unanimously.

ATTEST:

Cynthia J. Patnode, City Clerk

Kent Koch, Mayor