

**City of Loretto**  
**Minutes of Regular City Council Meeting**  
**279 N. Medina Street, Council Chambers**  
**February 11, 2020**

**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, Melissa Markham, and Brian Sevigny.

Members absent: Council Member Eric Riley

Also present: City Attorney Jared Shepherd, Medina Police Sergeant Jason Nelson, Public Works Director Jeff Leuer, and City Clerk Treasurer Mary Schneider.

There were three people in the audience.

**2. PLEDGE OF ALLEGIANCE**

**3. SET AGENDA**

The agenda was approved as submitted.

**4. APPROVE MINUTES**

On a motion by Markham, seconded by Daniels, to approve the January 14, 2020 Regular City Council Meeting Minutes with the following changes:

- Under Approve Minutes, correct date of December minutes to December 10, 2019.

Motion carried unanimously.

**5. MEDINA POLICE REPORT**

Police Sergeant Jason Nelson presented the January Police Report, noting 146 total calls for service, of which 118 were general patrols. Nelson reported there was one medical call which turned out to be an opioid overdose. Narcan was administered by first responders and the individual's life was saved.

Nelson gave a brief report on the West Metro Drug Taskforce, noting that much of their work is not publicly recognized due to the need for confidentiality. Nelson stated their officers who serve undercover on the task force come back to the department with valuable experience that benefits the community.

**6. OPEN FORUM**

No one came forward to speak during the Open Forum.

**7. CONSENT AGENDA**

- a. Resolution 2020-05, Lions Club Holiday Tree Donation
- b. Resolution 2020-06, LCAA Sand Pro Groomer Donation
- c. Resolution 2020-07, Participation in Hennepin County Housing and Redevelopment Authority Activities

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

## **8. ACTION/PLANNING**

### a. 2019 Audit Report

Abdo, Eick & Meyers Audit Manager Bonnie Schwieger presented the 2019 Audit Report.

On a motion by Sevigny, seconded by Markham, to approve the 2019 audit reports as submitted. Motion carried unanimously.

### b. Resolution 2020-08, Hennepin Youth Equipment Grant for Benches, Flags, Bases and Pitching Rubbers

On a motion by Markham, seconded by Daniels, to approve Resolution 2020-08, A RESOLUTION OF THE CITY OF LORETTO APPROVING AND AUTHORIZING EXECUTION OF AGREEMENT PR00001855 FOR THE RECEIPT OF HENNEPIN YOUTH SPORT PROGRAM GRANT AWARD. Motion carried unanimously.

## **9. INFORMATIONAL ITEMS**

No items were brought forward.

## **10. MONTHLY STAFF REPORTS**

### a. City Hall

Clerk Treasurer Schneider reminded everyone that the Presidential Nomination Primary Election will be held on Tuesday, March 3<sup>rd</sup> and that absentee voting is currently open.

### b. Streets

No items were brought forward.

### c. Water

No items were brought forward.

### d. Wastewater

1) MPCA Completion of Corrective Action Letter  
Council reviewed. No action taken.

2) MCES Orientation  
Council reviewed. No action taken.

### e. Parks

1) LCAA 2019 Annual Report  
Council reviewed. No action taken.

2) Hennepin Youth Spring Sports Equipment and Playground Grants  
Council consensus was for the Parks Committee to work on a playground grant application for the Highlands Park and an Equipment Grant Application for smaller soccer goals and bring both applications back to the March 10<sup>th</sup> council meeting for approval. It was noted that the application deadline for both applications is Monday, March 30<sup>th</sup>, 2020.

3) DNR Outdoor Recreation Grant  
Council consensus was for the Parks Committee to prepare a grant application for improvements to the Lions Park, working with Public Works Director Leuer to obtain the necessary quotes and bring back to the March 10<sup>th</sup> council meeting for approval. It was noted that the application deadline is Friday, March 27<sup>th</sup>, 2020.

f. Stormwater

Schneider reported Wenck Engineer Neil Heinonen will be Loretto's representative attending the watershed's Technical Advisory Committee meetings.

**11. MAYOR AND COUNCIL REPORTS**

Mayor Koch reported he will be attending the West Metro Drug Taskforce annual meeting and the Northwest Hennepin League of Municipalities meeting in the coming weeks.

**12. FINANCIAL**

a. February Bills

On a motion by Sevigny, seconded by Markham, to approve electronic check numbers 3403E-3428E and paper check numbers 23484-23528 for a grand total of \$75,650.73.

Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

c. Transfer Recommendations

1) 2019 Fun Fest Expenditures

On a motion by Markham, seconded by Sevigny, to transfer \$2,000 from Capital Fund Fun Fest to the General Fund to cover overages from the 2019 20<sup>th</sup> anniversary Fun Fest event.

Motion carried unanimously.

2) Parks Transfer from Capital Fund

On a motion by Sevigny, seconded by Markham, to transfer \$2,601 from Capital Fund Parks to the General Fund to correct reporting issues from JE2019-01.

**13. ADJOURN**

On a motion by Markham, seconded by Daniels, to adjourn at 7:53 p.m.

Motion carried unanimously.

**ATTEST:**

\_\_\_\_\_  
Mary K. Schneider, City Clerk Treasurer

\_\_\_\_\_  
Kent Koch, Mayor