

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
March 12, 2019

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, Eric Riley and Brian Sevigny.

Members absent: Council Member Melissa Markham

Also present: City Attorney Paula Callies, Medina Police Chief Ed Belland, Public Works Director Jeff Leuer, and City Clerk Treasurer Mary Schneider.

There were two people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved with the following changes:

- Under Action/Planning, remove item e. Metro Sales Copy Machine Agreement

4. APPROVE MINUTES

On a motion by Sevigny, seconded by Daniels, to approve the February 12, 2019 Regular City Council Meeting Minutes as submitted.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Police Chief Ed Belland presented the February Police Report, noting 106 total calls for service, of which 91 were general patrols.

Belland reported he had been tasked with investigating the feasibility of the use of body cameras for his department. The use is not mandated by the legislature at this time and there is not a high incidence of use of force issues in our communities. The use of squad cameras has eliminated the majority of complaints about officer conduct. Belland stated body cameras are very expensive and would cost between \$10,000 and \$14,000 in the first year to get them installed. After the first year, there would be an annual cost of between \$8,000 and \$10,000 to store the video. Belland stated a Maple Plain company, Viridian, created a weapons cam that is triggered by a magnet when the gun is removed from the holster. This option doesn't catch it all, but would capture high liability incidents. The cost is \$7,000 to set up, but there is no storage cost. Belland stated he recommended this option to the city of Medina in January. On Tuesday, March 19th there will be a public hearing where the Medina City Council will consider the policy. If approved, implementation will begin in April.

Belland reported there have been some issues over the past month where trains have blocked the Loretto crossing for extended periods of time. Belland stated his department is usually notified by the public calling police because of the blockage. He stated there were two reports of recent incidents. The first incident (Sunday, March 3rd, 2019) was due to ice on the tracks that effected the sensors causing the crossing arms to stay down. In this instance the crossing was blocked for two and a half hours. During this time, officers directed traffic around the barricades. The second issue (Monday, March 4th, 2019) was due to a malfunction of the crossing arms and blocked traffic for an hour and a half. Belland stated there is a state statute that trains cannot block crossings for more than ten

minutes, so these are violations in which the railroad could be cited. Belland stated a civil complaint may be an option, if the Council wanted to pursue legal action. Belland stated that if the Council wanted a change in protocol, he could direct his officers to request the train be split to allow traffic through if the expected delay is longer than twenty minutes, for example.

Public Works Director Leuer stated he has requested CP Rail staff on site to split a train when there have been blockages in the past and staff refused. Belland and Leuer both stated they have not seen the railroad agree to split a train in recent years. Leuer stated the Fire Department has a protocol for neighboring departments assisting if a train is blocking the crossing.

Belland stated CP Rail is required to allow traffic to clear between trains when two trains are passing at the crossing. He also recommended that people call the police giving the date and time when traffic is not allowed to clear between trains so that the incident is documented.

Mayor Koch stated the public should also call the CP Rail Community Connect line to report an issue (1-800-766-7912). This documents the problem with CP Rail.

Council Member Riley suggested the City make a request to CP Rail asking them to post the Community Connect phone number on a sign near the crossing, so people stuck behind a train will know who to call.

There was a discussion about when should the City send out an alert because a train is blocking the crossing. Belland noted there would be many times where the crossing would be clear by the time the alert went out. Council consensus was that the decision to send out an alert or not should be left up to Leuer.

Council consensus was that the recent problems were likely weather related during this unusually snowy February. Council directed staff to document the incidents for possible future action.

Mayor Koch volunteered to request an incident report from the Community Connect Line.

6. OPEN FORUM

No one came forward to speak during the Open Forum.

7. ACTION/PLANNING

a. 2018 Audit Report

Abdo, Eick and Meyers Partner Andy Berg presented the 2018 Audit Report.

On a motion by Sevigny, seconded by Daniels, to approve the 2018 audit report as submitted. Motion carried unanimously.

b. Wastewater Compliance Schedule Requirements - Plans and Specs

Wenck Project Engineer Peter Daniels presented the wastewater plans and specs. Daniels noted these were submitted to the MPCA for review on February 28th.

Daniels stated the City will be doing tests on Pond 2 and Pond 3 to determine if they are eligible to be used for high volume storage needs. The City will need to maintain its NPDES permit if all three ponds are kept for high volume storage, but there will likely be fewer reporting requirements.

Regarding the Quad City Agreement, Daniels stated the cities of Independence and Medina will be entering into new agreements with the Met Council and will consider the Quad City Agreement after the Met Council agreements have been finalized.

Daniels stated that the City should begin investigating financing options for the project, in addition to the grant applications that will be submitted in July of 2019.

c. Preliminary Work Proposal for Wastewater Easements

On a motion by Daniels, seconded by Sevigny, to approve the City Attorney's preliminary title work proposal for wastewater easements in the amount of \$710 and the appraisal proposal for wastewater easements submitted by Nagell Appraisal & Consulting in the amount of \$3,000. Motion carried unanimously.

d. Resolution 2019-07, Public Works Joint Powers Mutual Aid and Equipment Loan Agreements

Public Works Director Leuer stated these agreements would allow Loretto to participate in the statewide program to share equipment and mutual aid with other cities in Minnesota that are part of the agreement. This is different from the local equipment sharing agreement and would be needed for larger emergencies when local cities may not be able to respond with aid.

On a motion by Sevigny, seconded by Riley, to approve Resolution 2019-07, A RESOLUTION APPROVING PUBLIC WORKS JOINT POWERS MUTUAL AID AND EQUIPMENT LOAN AGREEMENTS as submitted.

Motion carried unanimously.

8. INFORMATIONAL ITEMS

a. Fire Department 2018 Year End Report

Loretto Fire Chief/Public Works Director Jeff Leuer presented the 2018 Fire Department Year End Report.

Leuer spoke about plans to build a new fire station, reporting the Department is working with the city of Medina to rezone the property. Leuer stated the current facility is inadequate for space needs, including the need for proper ventilation for firefighter cancer prevention measures.

b. Organics Recycling Open House - March 27th, 6:00 - 7:30 p.m.

Mayor Koch reported there will be an Organics Recycling Open House on Wednesday, March 27th from 6-7:30 pm, at City Hall. Deb Gatz from Randy's will be present at the Open House to help answer questions. The goal is to raise awareness of the new rate structure, how the process can work efficiently in our homes and hopefully encourage more Loretto residents to participate.

c. WeCAN Thank You

Council reviewed. No action taken.

9. MONTHLY STAFF REPORTS

a. City Hall

1) Public Notification Alerts

Clerk Treasurer Schneider reported Council Member Markham requested a discussion about whether a council member should be a backup person to send out public notification alerts if staff is not able to do so. Schneider stated the current process is that Leuer notifies Schneider of an emergency situation and gives the information to post. Schneider uses an app on her phone to send out voice, email and text messages to those who have signed up for the Public Notification System. If Schneider is not available, Utility Clerk Scheibe would be contacted. Leuer also has access to the system, but because he is usually involved in responding to the emergencies, it hasn't made sense for him to send out the alerts.

Council consensus was that a backup person is not needed at this time.

- b. Streets
Leuer reported that road weight restrictions begin on Friday, March 15th. Leuer also reported that public works staff have cleaned stormwater drains so they are functioning and will do street evaluations when the frost is out.
- c. Water
No items were brought forward.
- d. Wastewater
Leuer reported public works staff will be doing a lot of work down at the sewer ponds this year to prepare for construction in 2020.
- e. Parks
 - 1) Hennepin Youth Spring Sports Equipment Grant
Leuer stated he has the spring sports grant application ready to be submitted for a Toro field groomer, but needs direction from the Council on how to fund the portion that will not be covered by the grant, which is \$1,939.

Summary of Council discussion: The equipment would be used at both the baseball and softball fields; there is a different drag that is used at the softball fields; if the equipment is used more at the baseball field then the LCAA should cover the overage; since the LCAA just paid for over \$86,000 in improvements to the City's baseball field property, hesitant to request more from them.

Council consensus was to move forward with applying for the grant and determine overage funding if the City is awarded the grant, before any grant agreement is executed.

On a motion by Koch, seconded by Daniels, to approve the 2019 Spring Hennepin Youth Sports Equipment Grant for the Sand Pro 2040Z with attachments.
Motion carried unanimously.
 - 2) Hennepin Youth Sports Playground Grant
Leuer stated he has a similar issue with the playground grant application, as there is an \$11,581 overage that would not be covered by the grant.

Council consensus was to remove the Raft, Spinner and Dragonfly items from the quote to eliminate the overage, but keep the space in the overall plan to add those pieces to the playground in the future.

On a motion by Sevigny, seconded by Daniels, for the City to proceed with the Highlands playground grant application taking the Northland Recreation Quote of \$35,581 and striking the Raft, Spinner and Dragonfly items, reducing the quote amount \$24,246.
Motion carried unanimously.
- f. Stormwater
No items were brought forward.

10. MAYOR AND COUNCIL REPORTS

Mayor Koch reported he attended a Northwest Hennepin League of Municipalities meeting where a representative of the Hennepin Youth Sports Organization presented. Koch reported they may be a resource for helping with a parks and trails plan at no cost to the City.

Koch also reported there was a discussion at the Lions Club meeting about possible options to move forward with a new building again.

Council Member Sevigny reported he attended the annual fire meeting.

11. FINANCIAL

a. March Bills

On a motion by Sevigny, seconded by Daniels, to approve electronic check numbers 3128E-3149E and paper check numbers 23019-23050 for a grand total of \$73,927.62.

Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

c. Quarterly Financial Reports

Council reviewed. No action taken.

12. ADJOURN

On a motion by Daniels, seconded by Sevigny, to adjourn at 8:44 p.m.

Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor