

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
May 8, 2018

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, John Neumann and Brian Sevigny.

Also present: City Attorney Paula Callies, Wenck Engineer Peter Daniels, Public Works Director Jeff Leuer, City Clerk Treasurer Mary Schneider.

There was one person in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved as submitted.

4. PRESENTATION

a. Herb Koch Plaque of Recognition Presentation

Mayor Koch presented a plaque of recognition to Herb Koch for his thirty-four years of service to the City of Loretto as Parks Coordinator.

5. APPROVE MINUTES

On a motion by Sevigny, seconded by Markham, to approve the April 10, 2018 City Council Meeting Minutes as submitted.

Motion carried unanimously.

6. MEDINA POLICE REPORT

Council reviewed the April police report. No action taken.

7. OPEN FORUM

No one came forward to speak during the Open Forum.

8. CONSENT AGENDA

- a. Resolution 2018-16, Liquor License Renewals
- b. Resolution 2018-17, Establishing Employee and Volunteer Recognition Program
- c. Fun Fest Fireworks Contract

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

9. ACTION/PLANNING

a. Lions Park Building Project

Council reviewed revised technical plans dated May 1, 2018.

On a motion by Markham, seconded by Neumann, to move forward with going out for bids with the plans submitted. The deadline for submitting bids will be Wednesday, June 6th by noon.

Motion carried unanimously.

10. INFORMATIONAL ITEMS

a. Fun Fest Update

Clerk Treasurer Schneider reported the planning committee met on April 18th for the kickoff meeting. Schneider noted the Arnold Klaers Field will be closed for renovations from August 15th through October 1st. Mayor Koch stated the committee could still plan events on the field. The next planning meeting is scheduled for May 18th, noon at City Hall.

11. MONTHLY REPORTS

a. City Hall

No items were brought forward.

b. Streets

1) Street Patching Quote

On a motion by Sevigny, seconded by Markham, to approve the Option A bid from DMJ Asphalt in the amount of \$42,136.
Motion carried unanimously.

c. Water

No items were brought forward.

d. Wastewater

1) Loretto Wastewater Management Project Proposal - Design Services

Wenck Engineer Peter Daniels presented the next steps proposal for detailed design work to get the wastewater project ready for bidding.

On a motion by Sevigny, seconded by Koch, to approve the Wenck quote, Loretto Wastewater Management Project Proposal for Design Services, dated May 1, 2018 in the amount of \$62,680.
Motion carried unanimously.

e. Parks

1) Hennepin Youth Sports Facility Grant

Mayor Koch updated the Council on new developments, reporting there is a cost estimate submitted for the dugouts that he will bring to the June meeting for approval. Bob Koch field renovations are seventy percent complete. The field is currently being used as a practice field for the Providence Academy 9th grade boys baseball team.

Public Works Director Leuer stated the soil borings should be completed by the end of May.

2) Hennepin Youth Sports Playground Grant Award

Council Member Markham reported the City was awarded the \$25,000 grant through the Hennepin Youth Sports Playground Grant. The quote for the improvements doesn't include some supplies such as concrete work, plywood and wood chips. The installation will be done by city staff with the assistance of neighborhood volunteers. There will be an overage, but there are funds available in the capital account, in addition to the \$4,000 budgeted for the project. Once the agreement is approved, the Council will need to determine how to proceed, possibly omitting a few pieces of equipment if necessary.

On a motion by Neumann, seconded by Daniels, to approve using the \$4,000 budgeted for parks playground capital improvements for the Ponds Park playground improvement.
Motion carried unanimously.

Clerk Treasurer Schneider asked Council for direction on how to allocate a \$1,200 expenditure for the 2015 Ford pickup truck that came in over budget and was funded through the Parks Capital Fund. Council directed Schneider to bring this issue forward at the budget workshop in August.

- 3) Delano/Loretto United Way Grant
Council Member Markham reported she submitted the application for Delano/Loretto United Way Grant for Highlands Playground improvements.
- 4) Alcohol Consumption in Parks and Park Hours
City Attorney Callies stated there is nothing in the City Code that prohibits consumption of alcoholic beverages in city parks.

Callies brought forward the issue of park hours, noting City Code Section 517:05 states that it is prohibited for persons to be in a park between 9:00 p.m. and 8:00 a.m., except for the baseball and softball fields. Callies noted the Council may wish to review the hours considering the development of the Lions Park Community Building. No action was taken.

- 5) Hennepin Youth Sports Equipment Grant Award
Mayor Koch reported the City was awarded an equipment grant for the purchase of a parks mower.

f. Stormwater

- 1) SWPPP Annual Public meeting - **PUBLIC HEARING**
Mayor Koch presented the annual report.

Koch opened the public hearing at 7:42 p.m.

No one was present to speak during the Public Hearing

On a motion by Neumann, seconded by Daninels, to close the public hearing at 7:43 p.m. Motion carried unanimously.

- 2) Watershed CIP Proposal - Native Plantings at Flooded Ballfield
Clerk Treasurer Schneider requested approval from Council to submit the native plantings project at the flooded ballfield to the watershed to be considered as an addition to their CIP List. Schneider stated that if the project were added to the CIP List, the project would qualify for shared funding. Council directed staff to submit the native plantings project to the watershed.

Public Works Director Leuer reported there are a pair of beavers that made a dam in the culvert under the railroad tracks causing water to back up into the ball park. Leuer stated he reached out to the DNR and Canadian Pacific Railroad for assistance. Leuer stated he will need to spend some funds to trap the beavers and then remove the dam.

11. MAYOR AND COUNCIL REPORTS

Mayor Koch reported he heard back from Senator Osmek's legislative assistant that the Quiet Zone project did not make it into the final bonding bill proposal for this year. Koch noted the cities of Loretto, Medina and Independence are working together on this funding request and that the project can be resubmitted next year.

Council Member Daniels reported there is some watershed funding that will be dispersed through the legislature to the watersheds. Loretto will be eligible for a portion of this funding.

12. FINANCIAL

a. May Bills

On a motion by Koch, seconded by Daniels, to approve electronic check numbers 2886E-2909E and paper check numbers 22594-22627 for a grand total of \$70,858.76.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

13. ADJOURN

On a motion by Daniels, seconded by Markham, to adjourn at 7:54 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor