

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
May 10, 2016

1. CALL TO ORDER

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

Members present: Mayor Kent Koch, Council Members Cari Girk, Brenda Daniels, Henry Pepin and John Neumann.

Also present: City Attorney Paula Callies, Medina Police Sergeant Jason Nelson, Public Works Director Jeff Leuer, 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 MONTHLY REPORTS/Wastewater, add item 1) Proposal for Initial Engineering for Wastewater Treatment Improvements

4. APPROVE MINUTES

On a motion by Girk, seconded by Daniels, to approve the April 12, 2016 City Council Meeting Minutes as submitted.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Medina Police Sergeant Nelson gave the April police report, stating there were one hundred seventeen total service calls, mostly general patrols. Nelson stated the department would like the Loretto council to consider budgeting for electronic speed signs in the 2017 budget. Nelson noted the signs cost about \$3,000 each, are solar powered with battery backup, and are movable (attach to sign poles.) Nelson also reported the department has ordered a speed trailer/message board that Loretto will be able to use as well.

6. ACTION/PLANNING

- a. Ordinance 2016-01, AN ORDINANCE AMENDING SECTION 420 OF THE LORETTO CODE OF ORDINANCES (ZONING) ADDRESSING VARIANCE EVALUATION CRITERIA, **Public Hearing**

Mayor Koch reviewed Ordinance 2016-01, noting the amendment would update Loretto's variance evaluation criteria to match the current state standards.

Koch opened the public hearing at 7:06 p.m.

Barry Anderson, 157 Chippewa Road: asked for confirmation that this ordinance is only to "clean up" Loretto's code to match the state.

On a motion by Neumann, seconded by Daniels, to close the public hearing at 7:07 p.m.

Motion carried unanimously.

On a motion by Neumann, seconded by Daniels, to approve Ordinance 2016-01, AN ORDINANCE AMENDING SECTION 420 OF THE LORETTO CODE OF ORDINANCES (ZONING) ADDRESSING VARIANCE EVALUATION CRITERIA.

Motion carried unanimously.

b. Ordinance 2016-02, AN ORDINANCE AMENDING SECTION 420 OF THE LORETTO CODE OF ORDINANCES (ZONING) ADDRESSING OFF-STREET PARKING SUPPLY REQUIREMENTS, **Public Hearing**

Mayor Koch reviewed Ordinance 2016-02, noting the amendment would change the off-street parking supply requirements for the Traditional Commercial zoning district, allowing for fewer spots to be required for Bar/Restaurants by twenty-five percent.

Koch opened the public hearing at 7:09 p.m.

Barry Anderson, 157 Chippewa Road: like the idea of cleaning up the off-street parking ordinance; seems like a back-door way to assist one business owner, subverting the city code; parking in the downtown area is packed already; seem to be changing the code for one business and not requiring that business owner to apply for a variance and pay the costs.

On a motion by Neumann, seconded by Koch, to close the public hearing at 7:13 p.m.
Motion carried unanimously.

Council Member Girk noted the Council approved improvements to the city parking lot that are designed to improve the parking congestion for all the businesses on West Railway Street.

Council Member Neumann noted the parking lot improvements recently approved should supply at least twenty additional parking spots.

On a motion by Neumann, seconded by Girk, to approve Ordinance 2016-02, AN ORDINANCE AMENDING SECTION 420 OF THE LORETTO CODE OF ORDINANCES (ZONING) ADDRESSING OFF-STREET PARKING SUPPLY REQUIREMENTS.
Motion carried unanimously.

c. Resolution 2016-11, Approving Liquor License Renewals

On a motion by Girk, seconded by Daniels, to approve Resolution 2016-11, A RESOLUTION APPROVING BEER AND LIQUOR LICENSES IN THE CITY OF LORETTO, MINNESOTA.
Motion carried unanimously.

d. LCAA Field Turf Project Agreement

City Attorney Callies reported attended a meeting in mid-April with the Parks Committee, representatives of the LCAA, and a representative of 21st Century Bank to discuss the LCAA Field Turf Project Agreement. Callies stated there was no direction that came out of that meeting.

Council Member Neumann stated he has received multiple phone calls from residents regarding this project. Neumann noted the LCAA has indicated they do not feel they should have to pay the insurance costs for the artificial turf. Neumann stated he believes the following to be the pros of the project: 1) less maintenance; 2) longer playing season; 3) less field prep between games; 4) less work/labor costs for LCAA; 5) dries quicker; 6) no water required; 7) \$150,000 grant; 8) other donors' support. Neumann stated he believes the following to be cons of the project: 1) Upfront costs could be substantial; 2) LCAA primarily funded by Lions and Providence Academy; 3) possible increase in injuries; 4) insurance costs; 5) loan costs for the LCAA; 6) possible maintenance costs if the turf gets ripped; 7) replacement costs – wants to see a plan to replace the turf in 10-15 years; 8) Loretto already has a beautiful natural field; 9) what if Providence Academy cancels their agreement to use the fields; 10) overall, who's going to benefit from the field; 11) who's going to take care of the field if/when Herb Koch retires. Neumann stated he is not ready to vote for the agreement and would like to see more from the LCAA.

Council Member Pepin stated he wants it in the agreement that the artificial turf would not be considered "infrastructure" under the LCAA Operation and Maintenance Agreement. Pepin also

stated he wants it clear in this LCAA Field Turf Project Agreement that the City should not incur expenses due to the new artificial turf, including insurance and replacement costs.

Council Member Girk stated she has done hours of research into artificial turf fields and the use of crumb rubber infill. Girk stated she has concerns about the crumb rubber being toxic waste and how a city would get rid of the material if and when the turf is removed. Girk stated she can't support the project.

On a motion by Neumann, to permanently suspend the artificial turf project.
Motion failed due to lack of a second.

On a motion by Neumann, to temporarily suspend the artificial turf project.
Motion failed due to lack of a second.

Council consensus was to table the LCAA Field Turf Project Agreement.

On a motion by Daniels, seconded by Girk, to approve sharing the cost of the soil borings at the Arnold Klaers baseball field 50:50 with the LCAA.
Motion carried unanimously.

7. INFORMATIONAL ITEMS

- a. A to Z Auto
Council Member Neumann reported the next hearing is scheduled for July 14, 2016.
- b. Fun Fest Planning Update
Clerk Treasurer Schneider reported the Fun Fest Planning Committee had their kick-off meeting on April 21st for the seventeenth annual Fun Fest scheduled for September 10, 2016. Schneider noted donation letters will be going out later this month. Schneider also noted the committee is working on some new ideas for fun activities targeting teens and adults.
- c. Met Council Planning Assistance Grant Program
Clerk Treasurer Schneider reported the City qualifies for GIS mapping assistance and a Small Cities Planning Assistance Grant from the Met Council to aid in Comprehensive Planning changes required by the Met Council.
- d. Met Council Governance Reform Update
Council reviewed. No action taken.

8. MONTHLY REPORTS

- a. City Hall
 - 1) Personnel Policy Review – Performance Evaluations
Mayor Koch reviewed options for changing the process of performance evaluations. City Attorney Callies stated she does not recommend adding language to the personnel policy as to how the reviews are completed. The Council may do the reviews in different ways without having that spelled out in the policy.

Council consensus was to have the full council do performance reviews for the public works director and the city clerk in the future.
 - 1) Staff Performance Reviews
Public Works Director Leuer stated he completed a performance review for David Kottke. Leuer noted Kottke met or exceeded expectations on all areas reviewed. Leuer noted Kottke has obtained his water license and is working on obtaining his wastewater license. Leuer recommended a three percent wage increase as budgeted.

On a motion by Neumann, seconded by Pepin, to approve a three percent wage increase for David Kottke.
Motion carried unanimously.

b. Streets

1) Quiet Zone

Mayor Koch reported he testified on Quiet Zone funding before the Senate Transportation Committee on April 20th. Koch noted there are other cities also trying to get funding for Quiet Zones, including the City of Wayzata.

c. Water

No items were brought forward.

d. Wastewater

1) Proposal for Initial Engineering for Wastewater Treatment Improvements

Public Works Director Leuer presented a proposal drafted by Wenck engineers for Initial Engineering for the Wastewater Treatment Improvements the City is required to make. Leuer noted the City needs to determine storage volume that will be needed during high flows; analyze groundwater and other inflow sources to the ponds; determine groundwater levels in the area surrounding the ponds by doing soil borings. Leuer noted these initial steps need to be completed so the City is in a good position to apply for grants for the project and to move forward with the Met Council and MPCA.

Council consensus was to move forward with the initial engineering.

e. Parks

Clerk Treasurer Schneider reported on field rental fees, as requested by the Council at the March meeting. Schneider stated the field rental fee is \$65 per day with League fees set for the season based on the number of weeks.

f. Stormwater

Public Works Director Leuer reported the Chippewa Road Drainage Project is nearly completed, noting the last steps were delayed due to the recent rains.

9. FINANCIAL

a. May Bills

On a motion by Koch, seconded by Pepin, to approve electronic check numbers 2309E-2330E and paper check numbers 21594-21625 for a grand total of \$68,613.94
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed.
No action taken.

10. OTHER

Mayor Koch reported he attended the Highway 55 Corridor Coalition meeting on April 15th. Koch left materials with Clerk Treasurer Schneider if anyone is interested in reviewing them.

Koch also reported on the Northwest Hennepin League of Municipalities meeting he attended stating they had a presentation from MnDot representative Peter Dahlberg on freight and rail safety. Koch noted MnDot is also going out for state funding for rail and safety improvements, which may create an opportunity for municipalities to apply for aid from MnDot.

Council Member Neumann requested a timeline from Public Works Director Leuer for starting of the parking lot improvements on West Railway Street and the building of a shelter at the parks. Leuer stated the parking lot improvement project started today with placing concrete barriers; red rock to be delivered on Wednesday, May 11, 2016. Leuer stated there is no date set for building a shelter.

11. ADJOURN

On a motion by Pepin, seconded by Girk, to adjourn at 8:24 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor