

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
May 12, 2015

1. CALL TO ORDER/SET AGENDA

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

Members present: Mayor Kent Koch, Council Members Brenda Daniels, Henry Pepin and John Neumann. Council Member Cari Girk arrived at 7:15 p.m.

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

There were three people in the audience.

The agenda was approved with the following changes:

- Under CONSENT AGENDA, item b. Hiring of Seasonal Parks Employees was removed and placed under MONTHLY REPORTS, Parks, as item 2).

2. APPROVE MINUTES

On a motion by Pepin, seconded by Daniels, to approve the April 14, 2015 City Council Meeting Minutes as submitted.

Motion carried unanimously.

3. MEDINA POLICE REPORT

Chief Belland gave the April police report, stating there were one hundred twenty-six total calls for service, including ninety-two general patrols, fifteen traffic related calls, several medicals, two DWI's, and one auto theft. Belland also noted there were several burning complaints regarding backyard fires.

Belland informed the Council that he is going through the process of getting a storm shelter for Loretto on the Hennepin County Mitigation Plan, and invited the Council to offer other ideas that could also be added to the plan. No action was taken.

4. CONSENT AGENDA

a. Resolution 2015-08, Liquor License Renewals

~~b. Hiring of Seasonal Parks Employees~~

On a motion by Neumann, seconded by Pepin, to approve the CONSENT AGENDA with item b. Hiring of Seasonal Parks Employees removed.

Motion carried unanimously.

5. ACTION/PLANNING

a. A to Z Auto

Council Member Neumann reported the code compliance check that was scheduled to be completed after May 6, 2015 was not done due to conflicts in schedules. Neumann acknowledged the efforts Mr. Miller has made to clean up his property. Neumann went through a memo he prepared for Council with recommendations. Mr. Miller was present at the council meeting and agreed to comply with the following recommendations: 1) Remove the street sweeper from the premises, 4) Show verification that vehicles on the premises are properly licensed at the next code compliance check, , 5) Show proof of insurance for vehicles that are parked on the premises at the next code compliance check, 6) Remove all vehicles from the premises that are not properly licensed and insured or are inoperable, and have been kept on the premises for thirty days or more, 7) Install six-foot fence as specified in the 2004 Settlement Agreement and 8) Make an effort to limit the number of vehicles on the premises

to nine. Mr. Miller also agreed to remove the rolled up fence and the rusty oil drum from the premises. Mr. Miller stated he could comply with these recommendations by the June 9th council meeting.

b. RAC Update

1) Real Estate Purchase, Discussion of Finance Options

Council Member Girk reported the Redevelopment Advisory Committee (RAC) met on May 7th. Girk stated the RAC is still recommending the purchase of the corner lot as the next step in the redevelopment process. Council reviewed a memo prepared by Clerk Treasurer Schneider that outlines finance options.

Council consensus was to have the RAC work on an overall action plan that includes an exit strategy and alternative use for the property before the council moves forward with any action.

6. INFORMATIONAL ITEMS

a. Fun Fest Planning Update

Clerk Treasurer Schneider reported the Fun Fest Planning Committee met on April 23rd to begin planning for the 2015 Fun Fest. Schneider stated the event will be held at the softball complex with events running from 3:00 - 7:00 p.m., then moving the action over to the Arnold Klaers Baseball Field for a softball game from 7:00 – 8:00 p.m. and fireworks at dusk to close the evening. Mayor Koch noted the next planning meeting is scheduled for May 21st.

b. 2015 Loretto Assessment Summary

Council reviewed. No action taken.

c. Hennepin County Recycling Progress Report

Council reviewed and discussed ideas to increase recycling in Loretto. Council directed Clerk Treasurer Schneider to look into recycling carts for the parks and Hennepin County's event recycling program for the Fun Fest.

d. Hennepin County Sheriff's 2015 Strategic Plan

Council reviewed. No action taken.

e. Xcel Energy's Solar Rewards Community Program

Council reviewed. No action taken.

7. MONTHLY REPORTS

a. City Hall

1) Complaint/Concern/Request/Suggestion

Clerk Treasurer Schneider reported there were eight complaints regarding recreational fires that are being lit and left unattended with no fire ring or barrier in place. The complaints also stated there was dense smoke on a few occasions in which there was suspicion of garbage being burned. Schneider stated she reported the complaints to the Medina Police and contacted each complainant to advise them to call 911 when the situation is happening. Schneider stated the Minnesota State Fire Code establishes the minimum requirements for recreational fires and noted recreational fires are not allowed to be left unattended. Schneider also noted it is a violation of state statute to burn garbage. Council directed Schneider to contact the resident in question and inform them of the state restrictions on recreational fires.

2) Resolution 2015-09, Date Change for Budget Workshop

On a motion by Koch, seconded by Daniels, to approve Resolution 2015-09, A RESOLUTION AMENDING THE 2015 REGULAR CITY COUNCIL MEETING SCHEDULE, changing the additional meeting for budget planning to August 18, 2015.

Motion carried unanimously.

3) Public Notification System Participation

Mayor Koch read through participation numbers as prepared by Clerk Treasurer Schneider, stating there are ninety-one households and four businesses currently signed up for the public notification system. Council discussed ideas to improve participation. Leuer suggested door hangers to be put out throughout the city. Council directed Schneider to look into the cost of this option.

Council Member Pepin asked who has access to the system to send out notifications. Schneider stated staff members Leuer, Schneider and Scheibe all have the ability to send out a notification from any computer. Council consensus was to have a council member become trained as a back-up to staff. Pepin volunteered.

b. Streets

Public Works Director Leuer reported the asphalt quote came in higher than expected for street repairs. Leuer stated he will be looking at prioritizing projects.

Council Member Pepin asked if the new snow plow truck has been delivered. Leuer stated the truck was just picked up. Council directed Clerk Treasurer Schneider to have an article and photo placed in the city newsletter about the new truck.

c. Water

No items brought forward.

d. Wastewater

No items brought forward.

e. Parks

1) Spring Parks Meeting Update

Council Member Neumann gave a report on the Spring Parks meeting, stating a discussion took place on adding improvements such as shade trees; gazebos or shelters; and grills. Council directed Clerk Treasurer Schneider to have an article placed in the next newsletter asking for feedback from residents on what they want for park improvements. Neumann also reported there is a plugged sewer line between the softball complex and Lorenz Street. Temporary biffs have been placed at the softball fields until the problem can be resolved.

Public Works Director Leuer stated the quote for the asphalt repairs at the softball complex is outside of the budget. Leuer stated the scope of the project will have to be cut back.

Neumann reported the LCAA storage building has been purchased and will be installed soon. Neumann stated he will be attending LCAA board meetings per the LCAA Operations and Maintenance agreement. Neumann noted the 2015 parks budget includes \$12,500 for maintenance and repairs and \$9,000 for capital improvements.

Neumann stated the Parks Representatives support Leuer's recommendations for the hiring of a seasonal parks employee.

Mayor Koch stated he attended a Lions Club meeting and reported the Lions are interested in making some improvements to the Lions Park, including updating the shelter; repairs to the border around the playground area; adding a wheelchair accessible section to the border; adding benches close to the playground.

2) Hiring of Seasonal Parks Employees

Public Works Director Leuer stated he had only one applicant for the seasonal parks job opening. Leuer stated he thinks the low hourly wage is not appealing to many potential

applicants. Leuer recommended hiring Quentin Lucking for the position with a starting pay of \$9.00 per hour. Leuer stated Lucking would not be available for the full time-frame needed and stated Jake Leuer would be able to cover the time Lucking is not available. Leuer recommended increasing Jake Leuer's wage to \$10.00 per hour and Gordon Schmidt to \$9.00 per hour.

On a motion by Neumann, seconded by Daniels, to increase Jake Leuer's wage to \$10.00 per hour and Gordon Schmidt's wage to \$9.00 per hour, effective immediately.
Motion carried unanimously.

On a motion by Neumann, seconded by Pepin, to hire Quentin Lucking for the seasonal parks position with a starting pay of \$9.00 per hour.
Motion carried unanimously.

f. Stormwater

1) Watershed Update

Council Member Girk reported on the survey results from the Pioneer-Sarah Creek Watershed Management Commission (PSCWMC) meeting. Girk noted Loretto and Greenfield are the only two member cities who do not support replacing the Commission with a Watershed District.

Council Member Daniels stated the Commission is looking to the member cities for feedback on whether they would support an increase to the built-in annual increase in membership dues. The current annual increase is set at two percent. Council consensus is that Loretto does not support a greater than two percent annual increase in membership dues.

Public Works Director Leuer reported he is still working with the residents on Chippewa to get sump pump runoff directed into the city's storm sewers. He reported he is also finishing up a project to get four houses on Crestview hooked up to the storm sewers.

8. FINANCIAL

a. May Bills

On a motion by Koch, seconded by Girk, to approve electronic check numbers 2000E-2021E and paper check numbers 21119-21153 for a grand total of \$103,786.55.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed.
No action taken.

9. OTHER

a. Goal Setting Discussion

Mayor Koch noted Clerk Treasurer Schneider is compiling a list of long and short term goals in preparation for 2016 budget planning and asked any council or staff members who haven't submitted their ideas to submit them to Schneider to be included in the compilation.

Koch stated he attended a HWY 55 Corridor Coalition meeting and updated the Council on various road improvements that were discussed.

Neumann noted that during the code compliance checks at A to Z Auto there was some construction debris that was found to be in public view on the neighboring property, 400 Medina Street North. Council directed Clerk Treasurer Schneider to send a letter to the property owner informing them of the city code restrictions and requesting they remove the debris.

10. ADJOURN

On a motion by Girk, seconded by Daniels, to adjourn at 8:55 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor