

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
June 9, 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, Cari Girk, Henry Pepin and John Neumann.

Also present: Public Works Director Jeff Leuer, City Attorney Paula Callies, Medina Police Officer Keith Converse, City Clerk Treasurer Mary Schneider.

There was one person in the audience.

The agenda was approved as submitted.

2. APPROVE MINUTES

On a motion by Pepin, seconded by Daniels, to approve the May 12, 2015 City Council Meeting Minutes as submitted.

Motion carried unanimously.

3. MEDINA POLICE REPORT

Officer Converse gave the May police report, stating there were nine speeding tickets, one wrong way on a one way street, one trespass warning given, one loud party complaint, two calls for suspicious activity, and one animal running loose complaint. Converse also reported there was one crime against a family member and one theft reported.

4. ACTION/PLANNING

a. Resolution 2015-10, LMCC By Laws

On a motion by Koch, seconded by Girk, to approve Resolution 2015-10, A RESOLUTION OF THE CITY OF LORETTO APPROVING UPDATED LMCC BY LAWS as submitted.

Motion carried unanimously.

b. A to Z Auto

Council Member Neumann reported a code compliance check of the A to Z Auto premises was completed by Code Enforcement Officer Kohnen and himself on June 2, 2015. Neumann stated there were nineteen vehicles parked on the premises and presented the council with a list of the vehicles, their license status and how long they've been parked on the premises.

On a motion by Neumann, seconded by Girk, to authorize City Attorney Callies to send a letter to Mr. Miller giving him notice that any vehicle that is in violation of city code and/or the 2004 Settlement Agreement will be towed as stipulated in the Settlement Agreement.

Motion carried unanimously.

c. Quiet Zone Estimates

Public Works Director Leuer presented estimates to complete work associated with obtaining a Quiet Zone for the railroad crossing. Leuer noted the CP Rail upgrades have been quoted at \$239,402.84, and that additional upgrades for 45 Lorenz Street and closing one driveway at 49 Medina Street North are estimated to cost \$26,445.00, for a grand total of \$265,847.84.

Council consensus was to discuss this issue further during upcoming budget discussions.

- d. 2016 Budget Discussion
Council directed staff to work within a five percent levy increase in preliminary budget work.

5. INFORMATIONAL ITEMS

- a. Fun Fest Planning Update
Clerk Treasurer Schneider reported the Fun Fest Planning Committee met on May 21st. Schneider stated the Fire Department has voted not to do their food stand this year, and that the committee is reaching out to local restaurants to see if any are interested in participating. If not, the committee will work on bringing in vendors to sell food. Schneider noted many of the bookings are complete, including face painting, inflatables and rock wall. Schneider stated she and Public Works Director Leuer will be scheduling a meeting with the fireworks technician to determine a safe location to launch considering the events that will be taking place. The next planning meeting will be on Tuesday, June 23, 2015.
- b. Met Council Annual Population Estimate
Council reviewed. No action taken.

6. MONTHLY REPORTS

- a. City Hall
 - 1) Complaint/Concern/Request/Suggestion
Clerk Treasurer Schneider reported there was one complaint submitted regarding the condition of 165 Crestview Lane, noting the property is bank owned. Schneider stated Public Works Director Leuer talked to a contractor working at the property who stated he has been directed by the bank to get the property ready to sell. Schneider reported she contacted the complainant to pass on this information.

Schneider gave a brief report on recycling at city parks, stating Randy's has agreed to add recycling carts and allow additional Hennepin County stickers be added to the carts to help inform users of what is allowed for recycling. Schneider stated she is still working out the details for the Hennepin County stickers.

Schneider also reported on event recycling, which is offered by Hennepin County, stating the carts would have to be picked up and brought back to and from the Hennepin County location by city staff. Schneider also noted Hennepin County does not dump the recycling carts, the city would have to find a hauler to do this. Council directed Schneider to contact Randy's to see if this would be an option with them, and if so, what the cost would be.

- b. Streets
No items brought forward.
- c. Water
Council Member Pepin inquired on the progress of the fence installation at the well house. Public Works Director Leuer stated the fence will enclose the hatch and vent and also the generator and well head and is scheduled to be completed by the end of June.
- d. Wastewater
 - 1) Lift Station Concept Design
Public Works Director Leuer presented a technical memo from Wenck regarding the concept design for the lift station and forcemain to MCES system. The memo presents three options for forcemain route alternatives ranging in cost from \$810,000 to \$880,000. Leuer noted this estimate does not include the decommissioning of two of the three sewer ponds, which is estimated at about \$80,000 to \$100,000. The third pond would remain as a backup to the new system.

Council discussed the possibility of applying for a grant, which could be applied for through the Clean Water Legacy Fund. Leuer stated the design and planning must be completed before the City could apply for the grant.

Council Member Neumann requested information be provided at the next council meeting on the current loan repayment schedule for the water tank project.

Leuer stated the MPCA permit application has been submitted and the City should hear back by the middle of July on whether the City has been approved for a three or a five year permit.

e. Parks

1) Hennepin County Youth Sports Grant

Mayor Koch stated the next facility grant cycle is due in October. Koch noted the City has applied for this grant a few times over the years, but not the past two years and stated he would like the Council to consider applying this cycle. Koch requested this item be placed on an upcoming agenda for further consideration.

2) Park Review Summary

Council Member Neumann reported on a park review completed by himself and Council Member Pepin. Neumann read through a list of observations for improvements and maintenance for each of the parks. Pepin stated there is a lot of work to be done and would like to have further discussion at the budget planning meeting on increased staffing or consider contracting some of the work out.

Clerk Treasurer Schneider stated the building inspector has informed the City that a building permit is needed for the portable building that was placed at the baseball field due to the size of the building.

f. Stormwater

1) Watershed Update

Council Member Girk reported the Pioneer Sarah Creek Watershed Management Commission has accepted the state's six year plan, which means the watershed will remain a JPA at this time. Girk noted budget discussions will begin soon.

7. FINANCIAL

a. June Bills

On a motion by Koch, seconded by Girk, to approve electronic check numbers 2022E-2045E and paper check numbers 21154-21212 for a grand total of \$90,654.99.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed.
No action taken.

c. Quarterly Financial Reports

Council reviewed.
No action taken.

8. OTHER

Council Member Neumann reported on the Northwest Hennepin League of Municipalities meeting that he attended in May stating Commissioner Jeff Johnson was the speaker and addressed the following issues: county budget increase of two percent, the 911 communications center, economic infrastructure grant to help businesses along the light-rail lines, bike plan for 2040, recycling and SCORE funding, social services for children involved in the family court system.

9. ADJOURN

On a motion by Girk, seconded by Daniels, to adjourn at 8:13 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor