

**City of Loretto**  
**Minutes of Regular City Council Meeting**  
**279 N. Medina Street, Council Chambers**  
**June 11, 2019**

**1. CALL TO ORDER**

Mayor Koch called the meeting to order at 7:05 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 Sergeant Jason Nelson, Public Works Director Jeff Leuer, and City Clerk Treasurer Mary Schneider.

There was one person in the audience.

**2. PLEDGE OF ALLEGIANCE**

**3. SET AGENDA**

The agenda was approved with the following changes:

- Under Wastewater, add **1) Quad City Agreement Engineering Proposal**

**4. APPROVE MINUTES**

On a motion by Sevigny, seconded by Daniels, to approve the May 14, 2019 Regular City Council Meeting Minutes as submitted.

Motion carried unanimously.

**5. MEDINA POLICE REPORT**

Police Sergeant Jason Nelson presented the May Police Report, noting 120 total calls for service, of which 101 were general patrols. Nelson stated there is an ongoing investigation into the five burglaries that occurred in Loretto. Nelson estimated 160-180 similar burglaries have occurred throughout the seven-county metro area with multiple juveniles as suspects. Nelson noted all have been crimes of opportunity, where the suspects have entered the premises through unlocked cars and houses.

**6. OPEN FORUM**

No one came forward to speak during the Open Forum.

**7. CONSENT AGENDA**

- a. Fun Fest Entertainment Agreement – Richard Alan Productions
- b. Fun Fest Balloon Dude Agreement – Matt Stahlmann
- c. Fun Fest Entertainment Agreement – Curtis Beckman

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

**8. ACTION/PLANNING**

- a. Resolution 2019-XX, Hennepin Youth Sports Equipment Grant for Sand Pro Groomer  
Mayor Koch stated this item was placed on the agenda with the expectation that the agreement would be received in time for the meeting, but it has not been. No action was taken.

- b. Sand Pro Groomer Quote  
Public Works Director Leuer presented a quote from MTI Distributing for the Sand Pro Groomer in the amount of \$11,939.09. This is the equipment to be purchased with the Hennepin Youth Sports Equipment grant funding. Leuer noted the grant award will cover \$10,000, leaving \$1,939.09 left to fund.

Mayor Koch stated the LCAA has offered to fund half of the overage.

Council consensus was to wait until the grant agreement has been approved to discuss this item further. No action was taken.

- c. Resolution 2019-XX, Amending the 2019 Regular City Council Meeting Schedule  
Council discussed options to change the date of the July council meeting due to difficulties for staff to produce a complete packet due to timing of the Independence Day Holiday. Council consensus was to leave the meeting date as July 9<sup>th</sup> and directed staff to include an item on the agenda authorizing payments to be made to vendors whose payment request is received after the July 2<sup>nd</sup> early deadline.
- d. A to Z Auto  
Council reviewed an inspection notice and memo regarding A to Z Auto submitted by Code Enforcement Officer Todd Geske. It was noted that there was no compliance deadline given to the property owner to install current, new fire extinguishers at all exit doors.

On a motion by Sevigny, seconded by Daniels, to request a reinspection in 30 days, if any items have not been corrected, give a reasonable amount of time to comply, suggesting 30 days. Motion carried unanimously.

- e. Sale of Existing Lions Electronic Sign  
On a motion by Sevigny, seconded by Daniels, to approve selling the old Lions electronic sign on the LMC Marketplace, listing the estimated value of \$7500 provided by Sign Source as the asking price with Jeff Leuer as the contact person and authorizing Leuer to negotiate as low as \$4500. Motion carried unanimously.

Council consensus was to wait to determine the allocation of funds until after the sign is sold.

## **9. INFORMATIONAL ITEMS**

- a. Met Council Annual Population Estimate  
Council reviewed. No action taken.
- b. Delano Senior Center Follow Up  
Clerk Treasurer Schneider reported the Delano Senior Center estimates 45-50 Loretto residents participate at the Center. They also asked the City to help get the word out about the bus transportation to the Senior Center for meals. Schneider noted the cost for a two-way trip is only \$2 and seniors should call one day in advance to request the ride. The phone number to call is 763-972-0574.
- c. Representative Dean Phillips Infrastructure Letter  
Council reviewed. No action taken.
- d. Fun Fest Update  
Council reviewed. No action taken.

## 10. MONTHLY STAFF REPORTS

a. City Hall

No items were brought forward.

b. Streets

Public Works Director Leuer reported he met with engineers to start the infrastructure CIP work and should have good information ready for the budget meeting in August.

c. Water

Leuer reported there was a bad wire to the well pump that caused the problems at Well #3 over the past week. Leuer stated the damage may have been caused by a lightning strike at some time in the past. Leuer stated the system of using the backup well has been working, but that well should get serviced. Leuer will bring a quote to service the backup well to the budget meeting.

d. Wastewater

1) Quad City Agreement Engineering Proposal

On a motion by Sevigny, seconded by Daniels, to approve the Quad City Agreement Engineering proposal dated June 7<sup>th</sup>, 2019 in the amount of \$12,000.

Motion carried unanimously.

Leuer reported his crew is working to prepare Pond #2 for the water balance test. This test is to make sure the pond is not leaking, which is necessary in order to keep the pond as a storage backup after the MCES hookup. The next step will be a water balance test for Pond #3. The goal is to keep all three ponds as storage backups.

e. Parks

Leuer reported he met with the builder and concrete person about starting the shelter at the Highlands Park. If all goes well the shelter should be completed by the July council meeting.

Leuer also reported he met with the building inspector about shelter options at the Lions Park. The inspector told Leuer that the City would be limited to an open-air shelter with 8x8 posts at the Lions Park due to the poor soils. Leuer stated the bathrooms are in need of some work also.

f. Stormwater

No items were brought forward.

## 11. MAYOR AND COUNCIL REPORTS

Mayor Koch stated Council Member Daniels will be attending the Northwest Hennepin League of Municipalities meeting on June 12<sup>th</sup>.

Daniels reported the watershed meeting was cancelled last month.

## 12. FINANCIAL

a. June Bills

On a motion by Sevigny, seconded by Daniels, to approve electronic check numbers 3204E-3226E and paper check numbers 23136-23177 for a grand total of \$79,467.67.

Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

- c. Quarterly Financial Reports  
Council reviewed. No action taken.

**13. ADJOURN**

On a motion by Daniels, seconded by Sevigny, to adjourn at 7:50 p.m.  
Motion carried unanimously.

**ATTEST:**

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Mary K. Schneider, City Clerk Treasurer

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Kent Koch, Mayor