

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
June 14, 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, and John Neumann.

Member excused: Council Member Henry Pepin

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

There were no people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved with the following changes:

- Add **Informational Item h. City-wide Garage Sales**

4. APPROVE MINUTES

On a motion by Girk, seconded by Daniels, to approve the May 10, 2016 City Council Meeting Minutes with the following changes:

- Under **Action d, LCAA Field Turf Project Agreement**, add Council Member Neumann's comments regarding the pros and cons of the project and his comments regarding the budget and replacement costs of the field.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Medina Police Chief Ed Belland gave the May police report, stating there were one hundred thirty-nine total contacts, ninety-three of which were general patrols. Belland reported there has been a repeated issue of disturbance and/or loud party at one address. Belland noted the landlord has stated the renter has been given an eviction notice. Belland also reported there was a child protection issue that was revisited.

Belland reported his department has been continuing active shooter training on a quarterly basis.

6. CONSENT AGENDA

- a. Resolution 2016-12, Appointing Election Judges and Ballot Board
- b. Resolution 2016-13, Approving Fun Fest Donations
- c. Resolution 2016-14, Approving Assessment Agreement with Hennepin County
- d. Computer Use Policy Amendment
- e. Data Practices Policy for Members of the Public
- f. Data Practices Policy for Data Subjects
- g. Fireworks Agreement for Fun Fest
- h. USA Inflatables Agreement for Fun Fest
- i. Henna Tattoo Agreement for Fun Fest
- j. Caricature Agreement for Fun Fest

On a motion by Girk, seconded by Daniels, to approve the consent agenda as submitted.
Motion carried unanimously.

7. ACTION/PLANNING

a. Public Works On-call Policy

Council reviewed the proposed Public Works On-call Policy as prepared by staff. Council Member Neumann suggested staff look into what cities of similar population and geographical sizes are doing for their policies.

Clerk Treasurer Schneider noted this policy puts in writing the temporary policy approved earlier this year, with the addition of compensation for employees covering a holiday weekend and setting a minimum for call-outs.

Mayor Koch noted any policy approved can be amended by the Council at any time.

On a motion by Girk, seconded by Daniels, to approve the Public Works On-call Policy as submitted.

Motion carried unanimously.

b. LMCIT Liability Waiver

On a motion by Girk, seconded by Daniels, to authorize the city clerk to sign the LMCIT Liability Waiver Form stating the City does not waive the monetary limits on municipal tort liability.

Motion carried unanimously.

8. INFORMATIONAL ITEMS

a. CenterPoint Energy Grant

Council reviewed a letter from CenterPoint Energy informing the City of a Community Partnership matching grant award of \$1,825 for the purchase of automatic defibrillators and storage cabinets. The Council thanked Public Works Director Leuer for applying for this grant and noted this is the second Community Partnership Grant the City has been awarded.

b. FEMA Notification of Ordinance Update Requirement

Council reviewed the notice. Clerk Treasurer Schneider noted she is in contact with the DNR and they will be assisting the City in updating the City's floodplain management ordinance.

c. 2015 Met Council Population Estimate

Council reviewed. No action taken.

d. Thank You from City of Corcoran

Council reviewed and thanked Public Works Director Leuer and asked him to pass on the Council's gratitude to the Public Works staff.

e. A to Z Auto

Council Member Neumann reported there is a court date scheduled for July 14th. Neumann stated he will have an update at the August council meeting.

f. Presentation System

Clerk Treasurer Schneider reported the presentation system is fully installed and functional. The City's out-of-pocket came in at \$1,234.

g. Fun Fest Planning Update

Clerk Treasurer Schneider presented a brief power point presentation update of Fun Fest planning progress.

h. City-wide Garage Sale

Council Member Girk stated she has received feedback from residents regarding the City-wide Garage Sale and the timing of the sale in early May including: 1) it is often cold and rainy; 2) the Wednesday of the sale often falls on hydrant flushing day; 3) families are dealing with school year-end business at that time. Council discussed options for moving the sale. No action was taken.

9. MONTHLY REPORTS

a. City Hall

No items were brought forward.

b. Streets

1) Quiet Zone

Mayor Koch stated there was nothing new to report at this time.

c. Water

No items were brought forward.

d. Wastewater

No items were brought forward.

e. Parks

1) Bathroom Improvements at Baseball Park

Public Works Director Leuer reported the baseball park bathrooms are in need of improvements, stating they haven't been upgraded in over thirty years and they are the most used facilities in the City's parks system. Leuer stated the original fixtures are leaking and creating more problems. Leuer stated his proposal includes the following:

1. Replacing all the toilets, sinks and urinals
2. Adding another women's stall
3. Install new lighting
4. Install new plumbing and replace concrete floors
5. Replace plywood walls with white glass board
6. Create a more private environment in each facility

City Attorney Callies stated the City may be required to upgrade to ADA standards because the City is making upgrades. Callies stated she will look further into these requirements.

On a motion by Neumann, seconded by Daniels, to approve the baseball bathroom improvements as submitted by staff.
Motion carried unanimously.

f. Stormwater

1) Local Surface Water Management Plan Update

Clerk Treasurer Schneider reported the City is required to update its Local Surface Water Management Plan to be consistent with the recently approved Third Generation Watershed Management Plan. Council reviewed a cost-estimate prepared by Susan Nelson of Wenck to complete the required update.

On a motion by Neumann, seconded by Daniels, to approve Susan Nelson of Wenck completing the Local Surface Water Management Plan updates as submitted.
Motion carried unanimously.

On a motion by Neumann, seconded by Daniels, to approve the transfer of \$13,000 from the General Fund to the Stormwater Capital Fund, as scheduled in the interfund loan agreement.

Motion carried unanimously.

2) Pioneer-Sarah Creek Watershed Community Conversation

Council reviewed. No action taken.

10. FINANCIAL

a. June Bills

On a motion by Koch, seconded by Neumann, to approve electronic check numbers 2331E-2360E and paper check numbers 21626-21693 for a grand total of \$114,901.51

Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed.

No action taken.

c. Quarterly Revenue and Expenditure Reports

Council reviewed.

No action taken.

11. OTHER

Council Member Daniels reported on the Northwest Hennepin League of Municipalities meeting she attended in which Representative Jerry Hertaus gave a legislative update. Daniels noted there wouldn't be any meetings for this group in July or August.

12. ADJOURN

On a motion by Neumann, seconded by Daniels, to adjourn at 7:57 p.m.

Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor