

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
July 10, 2018

1. CALL TO ORDER

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

Members present: Mayor Kent Koch, Council Members Brenda Daniels, Melissa Markham, John Neumann and Brian Sevigny.

Also present: City Attorney Paula Callies, Medina Police Chief Ed Belland, Public Works Director Jeff Leuer, 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:

- Add Action/Planning b. Free Library

4. APPROVE MINUTES

On a motion by Sevigny, seconded by Markham, to approve the June 12, 2018 City Council Meeting Minutes as submitted.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Medina Police Chief Ed Belland presented the June Police Report noting one hundred seventy-three total contacts, of which one hundred twenty-seven were general patrols. Belland noted the Department is seeing more and more mental health related calls in general and also in Loretto. Belland stated that Loretto is a safe community and not effected with violent crimes on a regular basis.

Belland also reported the city of Medina is working on long term planning with regards to infrastructure, staffing, fire protection, etc., trying to get a grip on what needs may be in ten years.

6. OPEN FORUM

Keith Converse, 120 Elsen Street, addressed the Council, requesting the City trim two large limbs on the silver maple tree at the front of his property. Converse stated the limbs overhang Elsen Street and one branch is resting on the power lines.

Council directed staff to look into policies for tree trimming and bring back to the August council meeting.

8. CONSENT AGENDA

a. Resolution 2018-26, Fun Fest Donations

b. Resolution 2018-27, PSIG Application Authorization for Wastewater Improvements

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

9. ACTION/PLANNING

- a. Resolution 2018-28, Amending the 2018 Regular City Council Meeting Schedule
On a motion by Koch, seconded by Markham, to approve Resolution 2018-28, A RESOLUTION AMENDING THE 2018 REGULAR CITY COUNCIL MEETING SCHEDULE setting Wednesday, August 8th at 7:00 p.m. for the August council meeting and Wednesday, August 22nd at 6:00 p.m. for the Budget Workshop.
Motion carried unanimously.
- b. Free Library
Council Member Markham reported the Hanover Girls Scout Troup 14020 is offering a Free Library book stand that they made. Markham presented photos of the book stand and noted people could take books and leave books for others. Council discussed maintenance and placement of the stand.

Council consensus was to bring ideas for placement to the August council meeting.

10. INFORMATIONAL ITEMS

- a. Fun Fest Update
Clerk Treasurer Schneider reported all the bookings are in place and staff is starting to work on marketing. Schneider stated there may not be a July planning meeting as most of the issues can be worked out through email communications.

11. MONTHLY REPORTS

- a. City Hall
 - 1) 2019 Budget Direction
Council directed staff to use a five percent increase in the 2019 levy for the first round of budget planning.
 - 2) Peddler Permit Ordinance Proposal
Council directed City Attorney Callies to draft an ordinance deleting the old Section 820 and replacing with a new section that is updated to current standards and authorizes the City Clerk to initiate a background check on applicants through the Medina Police.
 - 3) Small Cell Wireless Ordinance Proposal
Council consensus was to wait to address this until the city code book overhaul is done. It was noted that Xcel owns all the street lights in Loretto, so there are limited city-owned facilities that could be targeted by small cell wireless companies for collocation.
- b. Streets
No items were brought forward.
- c. Water
No items were brought forward.
- d. Wastewater
No items were brought forward.
- e. Parks
 - 1) Hennepin Youth Sports Facility Grant
Mayor Koch reported he and Public Works Director Leuer are working together to figure out the best options for dugout replacement and repairs and will bring more information to the next council meeting.

2) Herb Koch Field Conversion to Dog Park

On a motion by Markham, seconded by Neumann, to approve converting the Herb Koch Field to a dog park as proposed in the *2018 Mid-Year Park's Committee Report*, spending up to \$2,000 from the fencing set-aside in the Parks Capital (225) Fund and authorizing the public works department to begin renovations immediately.

Motion carried unanimously.

Council directed City Attorney Callies to draft an ordinance amendment allowing dogs on leash in all city parks and off leash in the Dog Park and bring back to the August council meeting for consideration.

3) Phil Tabery Field Conversion to Soccer Field

On a motion by Neumann, seconded by Markham, to approve the conversion of the Phil Tabery Field to a soccer field as proposed in the *2018 Mid-Year Park's Committee Report*, spending up to \$500 from the parks maintenance account.

4) Name Change of Loretto Athletic Complex to Loretto Athletic & Recreational Complex

On a motion by Neumann, seconded by Daniels, to change the name of the Loretto Athletic Complex to the "Loretto Athletic & Recreational Complex".

Motion carried unanimously.

5) DMJ Blacktop Overlay Quote for Loretto Athletic Complex

The Council discussed options for blacktopping at the Loretto Athletic & Recreational Complex. Mayor Koch noted the concrete pathway between the Arnold Klaers Field and the Bob Koch Field is in bad shape and may be a safety issue. Public Works Director Leuer stated the estimate for that repair from a few years ago was about \$25,000.

On a motion by Neumann, seconded by Markham, to approve the DMJ Blacktop/Overlay Quote, Options 1 and 2, up to \$22,988, taking the shortage of \$3,867 from the Quiet Zone set-aside in the Streets Capital (225) Fund.

Motion carried with Koch and Sevigny opposed.

On a motion by Neumann, seconded by Markham, to approve the Public Works Department staff sealcoating the asphalt areas north and west of the concession stand using existing supplies.

Neumann amended his motion to include the asphalt area south of the concession stand, in addition to the north and west areas (Option 3 in purple from the DMJ Quote), using existing supplies and purchasing additional materials if needed. The amended motion was seconded by Markham.

Motion carried unanimously.

6) Remove Asphalt Path Leading to Industrial Park

On a motion by Neumann, seconded by Markham, to approve removing the asphalt path leading to the industrial park.

Council discussed whether the concrete bridge was part of the path and whether the bridge should also be removed.

Neumann amended his motion to include the removal of the concrete bridge at the end of the asphalt path and to have the Public Works Department staff put up signage that the bridge has been removed. The amended motion was seconded by Sevigny.

Motion carried unanimously.

7) Signage at Loretto Athletic Complex

Council discussed signs for the new dog park, to advertise field rental, directional signs for the different athletic fields and a map sign at the entrance to Athletic & Recreational Complex showing the names of the fields and the dog park.

Council consensus was to have the Parks Committee work with staff to create mockups, get quotes for the new signs, propose locations and bring back to the August council meeting for consideration.

8) Shelters at Neighborhood Parks

Council reviewed photos of a shelter option and discussed options and locations for shelters.

Council consensus was for Council Member Neumann to meet with Public Works Director Leuer to discuss the location of a shelter at the Highlands Park and bring back information to the August council meeting.

f. Stormwater

1) 2019 Watershed Operating Budget

Council reviewed. No action taken.

11. MAYOR AND COUNCIL REPORTS

No items were brought forward.

12. FINANCIAL

a. July Bills

On a motion by Koch, seconded by Daniels, to approve electronic check numbers 2937E-2958E and paper check numbers 22684-22722 for a grand total of \$96,767.50.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

13. ADJOURN

On a motion by Markham, seconded by Neumann, to adjourn at 8:38 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor