

**City of Loretto**  
**Minutes of Regular City Council Meeting**  
**279 N. Medina Street, Council Chambers**  
**July 11, 2023**

**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, and Ben Scanlon.

Members absent: Council Member Greg Elsen

Also present: Medina Public Safety Director Jason Nelson, and City Clerk Treasurer Mary Schneider.

There were no people in the audience.

**2. PLEDGE OF ALLEGIANCE**

**3. SET AGENDA**

The agenda was approved as submitted.

**4. APPROVE MINUTES**

On a motion by Daniels, seconded by Markham, to approve the minutes of the June 13, 2023, Regular Council Meeting as submitted.  
Motion carried unanimously.

**5. MEDINA PUBLIC SAFETY REPORT**

Medina Public Safety Director Jason Nelson presented the June Police Report, noting 116 total calls for service, of which 87 were general patrols.

**6. OPEN FORUM**

No one came forward to speak during the Open Forum.

**7. CONSENT AGENDA**

- a. Resolution 2023-20, Fun Fest Donations
- b. Ratifying Application for MDH Lead Service Line Inventory Technical Assistance
- c. LMCIT Liability Coverage Waiver

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

**8. ACTION/PLANNING**

- a. Geotechnical Engineering Review Agreement, County Road 19 Watermain Project  
On a motion by Markham, seconded by Daniels, to approve the CHA Geotechnical Engineering Review Services agreement dated June 28, 2023 with a cost of \$6,500.  
Motion carried unanimously.
- b. Water Treatment Improvements Feasibility  
On a motion by Markham, seconded by Daniels, to authorize additional engineering for the Water Treatment Improvement Project in the amount of \$3,000.

Motion carried unanimously.

## 9. INFORMATIONAL ITEMS

No items were brought forward.

## 10. MONTHLY STAFF REPORTS

### a. City Hall

No items were brought forward.

### b. Streets

#### 1) Meadow Drive/Hillview Lane South Street Project Letter Report

Council reviewed the Letter Report and a memo from Stantec Engineer Nick Wyers. Clerk Treasurer Schneider stated a draft of the Long Term Financial Plan will be presented to the Council at the August 8<sup>th</sup> meeting and will provide the Council with more information to make decisions about moving forward with the street project. Schneider stated next steps would be for the Council to formally accept the feasibility study and order the Improvement Hearing, which would be a public hearing. Schneider asked for direction on the location of the Improvement Hearing, so she could prepare for the audio/visual components with the LMCC. Council consensus was to hold the Improvement Hearing at the Ss. Peter and Paul Dining Hall.

#### 2) Boulevard Restoration, 2021 Street Project

Council reviewed a letter sent to Minger from the city attorney regarding project deficiencies. Mayor Koch noted the letter demands that Minger provide the City with a Restoration Plan by July 26<sup>th</sup>. The Plan will be reviewed by staff and brought to the Council for approval at the August 8<sup>th</sup> meeting. Council directed Schneider to send a letter to the Albert and Elsen Street residents letting them know the actions being taken.

#### 3) Railroad Crossing Sidewalk Work

Council reviewed an estimate from CP Rail for work required to add a sidewalk on the west side of the railroad crossing. Koch noted the estimate for two sets of tracks is \$38,098.88. Koch reported that CP Rail is now saying they are delaying improvements to the Loretto crossing till 2024 when the County does the County Road 19 road improvements. Council directed Schneider to include the new estimate in 2024 budget planning.

### c. Water

No items were brought forward.

### d. Wastewater

No items were brought forward.

### e. Parks

#### 1) Grants

Mayor Koch reported the city was awarded the Lions Park Playground grant from Hennepin Youth Sports Grant program in the amount of \$45,293. Koch noted an agreement will come to a future meeting for approval.

### f. Stormwater

No items were brought forward.

## 11. MAYOR AND COUNCIL REPORTS

Koch reported he will be attending a future fire services meeting on Wednesday, July 12<sup>th</sup> and will bring back information to the August meeting.

Council Member Daniels reported she attended the Northwest Hennepin League of Municipalities meeting where the League of Minnesota Cities presented legislative updates.

**12. FINANCIAL**

a. July Bills

On a motion by Daniels, seconded by Scanlon, to approve electronic check numbers 4482E-4514E and paper check numbers 25247-25294 for a grand total of \$142,247.96.  
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

**13. ADJOURN**

On a motion by Daniels, seconded by Markham, to adjourn at 7:31 p.m.  
Motion carried unanimously.

**ATTEST:**

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Mary K. Schneider, City Clerk Treasurer

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Kent Koch, Mayor