

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
Telephonic Meeting
July 14, 2020

1. CALL TO ORDER

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

Koch stated that Clerk Treasurer Schneider is physically present at the regular meeting location at City Hall, but all Council Members and the City Attorney are participating through telephonic means pursuant to Minnesota Statutes Section 13D.021.

Koch asked all members of the Council to identify themselves for the record. Members present included Mayor Kent Koch, Council Members Brenda Daniels, Melissa Markham, Eric Riley, and Brian Sevigny.

Koch asked all staff members to identify themselves for the record. Staff present included Medina Police Chief Jason Nelson, Public Works Director Jeff Leuer, Utility Clerk/Fun Fest Chairperson Connie Scheibe and City Clerk Treasurer Mary Schneider.

Koch verified that all Council Members and staff could hear one another and can hear all discussion and testimony.

Koch noted that members of the public have been provided notice of this meeting and the ability to participate by calling in or following the computer link to join the Zoom meeting. Koch asked the public to continue to monitor the City's website for information on future meetings, which will include information on submitting public comments and monitoring the meetings through call-in numbers and Zoom meeting links.

There were no people from the public monitoring the meeting.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved as submitted

4. PRESENTATIONS

- a. Mike Greco, Program Director, Resilient Communities Project
Mr. Greco was not present.
- b. Gretchen Piper, Candidate for MN State Senate, District 33
Ms. Piper gave a brief presentation introducing herself and her candidacy for the Minnesota State Senate District 33 seat.

5. APPROVE MINUTES

On a motion by Sevigny, seconded by Daniels, to approve the June 9, 2020 Regular City Council Meeting Minutes as submitted.

A vote was taken by roll call. Motion carried unanimously.

6. MEDINA POLICE REPORT

Police Chief Jason Nelson presented the June Police Report, noting 118 total calls for service, of which 88 were general patrols.

7. OPEN FORUM

No one spoke during the Open Forum

8. CONSENT AGENDA

- a. Resolution 2020-19, Ratifying COVID-19 Preparedness Plan
- b. Resolution 2020-20, Rejecting All Wastewater Project Bids
- c. LMCIT Liability Waiver

On a motion by Sevigny, seconded by Daniels, to approve the Consent Agenda as submitted. A vote was taken by roll call. Motion carried unanimously.

9. ACTION/PLANNING

- a. CARES Act Funding for Cities

On a motion by Koch, seconded by Daniels, to approve submitting the Coronavirus Relief Fund Certification Form to the Department of Revenue and authorizing Mayor Koch to sign the Certification on behalf of the City.

A vote was taken by roll call. Motion carried unanimously.

10. INFORMATIONAL ITEMS

- a. Assessment Letter of Benefit

Clerk Treasurer Schneider reported the Assessment Letter of Benefit should be available for review at the August council meeting. No action was taken.

- b. Fun Fest Planning

Fun Fest Chairperson Connie Scheibe presented a Fun Fest Planning Update, stating the Fun Fest Planning Committee is looking for Council feedback regarding the two options being considered: either having a fireworks only celebration or cancelling the event altogether. Scheibe reported the fireworks vendor can do a show using larger shells that would explode higher, potentially making them visible to more residents from their homes. Scheibe stated the Committee is also looking for feedback on whether the Council supports the City paying for the entire fireworks display, or should the Committee send out a carefully worded donation letter to residents and business owners. Scheibe noted that while some are struggling during the pandemic, others are doing okay and may be interested in donating towards the fireworks display. Scheibe reported the next Committee meeting will be on July 22nd.

There was Council consensus to support having a Fireworks only celebration paid in full by the City. There was mixed support for sending a donation letter.

- c. 2020 Loretto Open Book Assessment Information

Council reviewed. No action taken.

11. MONTHLY STAFF REPORTS

- a. City Hall

Clerk Treasurer Schneider requested Council direction on 2021 budget planning, noting staff will be preparing the first round of budget plans for the August 25th Budget Workshop. Council consensus was to bring a budget with a five percent levy increase for the first round of budget planning.

- b. Streets
No items were brought forward.
- c. Water
No items were brought forward.
- d. Wastewater
 - 1) Wastewater Project Status
Public Works Director Leuer presented an engineering memo prepared by Wenck Project Manager Peter Daniels, which was included in the council packet. Leuer stated construction could possibly start in 2020, if the state legislature passes a bonding bill with Loretto's project included. If the bonding bill does not get passed, the City will work with state agencies on next steps.
- e. Parks
Leuer stated he is working on an insurance claim for vandalism and theft at the ballfields and is looking into a more sophisticated security system. Leuer stated the lift station has been fixed and the stolen items from the Arnold Klaers concession stand have been replaced.

Leuer also reported the concrete slab for the Ponds Park Shelter will be poured soon.
- f. Stormwater
Leuer reported the City has received an MPCA permit to clean ditches at the ballfields and will be working with Medina on this project which involves replacing rip rap and cleaning out sediment from ditches on both the north and south sides of the property.

12. MAYOR AND COUNCIL REPORTS

No reports were given.

13. FINANCIAL

- a. July Bills
On a motion by Sevigny, seconded by Daniels, to approve electronic check numbers 3528E-3550E and paper check numbers 23686-23735 for a grand total of \$87,096.04.
A vote was taken by roll call. Motion carried unanimously.
- b. Monthly Balance Sheet
Council reviewed. No action taken.

14. ADJOURN

On a motion by Riley, seconded by Sevigny, to adjourn at 8:02 p.m.
A vote was taken by roll call. Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor