

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
August 8, 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, Greg Elsen, Melissa Markham, and Ben Scanlon.

Also present: Medina Police Sergeant Kevin Boecker, Northland Securities Managing Director Jessica Green, Stantec Engineer Nick Wyers 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 Markham, seconded by Daniels, to approve the minutes of the July 11, 2023 Regular Council Meeting as submitted.

Motion carried unanimously.

5. MEDINA PUBLIC SAFETY REPORT

Medina Police Sergeant Kevin Boecker presented the July Police Report, noting 128 total calls for service, of which 103 were general patrols.

6. OPEN FORUM

No one came forward to speak during the Open Forum.

7. CONSENT AGENDA

- a. Resolution 2023-21, Fun Fest Donations
- b. Resolution 2023-22, Lions Donation for Fun Fest Dunk Tank
- c. Resolution 2023-23, Hennepin Youth Playground Grant Agreement for Lions Park
- d. Resolution 2023-24, Temporary Expansion of Licensed Premises, Pig on the Porch
- e. Resolution 2023-25, Temporary Expansion of Licensed Premises, Choo Choo Restaurant & Bar
- f. Resolution 2023-26, Temporary Liquor License for Saints Peter and Paul, Christkindlmarkt Event
- g. Church of Saints Peter and Paul Social Hall Rental Agreement, for September Council Meeting

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

8. ACTION/PLANNING

- a. Long Term Financial Plan Draft Presentation, Jessica Green, Northland Securities
Jessica Green, Managing Director with Northland Securities, presented the Draft Long Term Financial Plan. Council directed Clerk Treasurer Schneider to bring the Draft Plan back to a council meeting in the fall for further discussion.
- b. Resolution 2023-27, Accepting Feasibility Report and Ordering Improvement Hearing for 2023 Street Improvement Project, Meadow Drive and Hillview Lane South

On a motion by Elsen, seconded by Markham, to adopt Resolution 2023-27, A RESOLUTION ACCEPTING THE FEASIBILITY REPORT AND ORDERING HEARING ON IMPROVEMENT FOR THE 2023 STREET IMPROVEMENT PROJECT.

Motion carried unanimously.

Council directed Schneider to reach out to the city of Medina about assessing the two Medina properties that abut Hillview Lane South.

c. Part Time Employment Offer, Jeff Leuer

On a motion by Elsen, seconded by Scanlon, to approve an offer of part-time employment to Jeff Leuer as outlined in the staff memo, with a monthly wage of \$1,500, effective August 9, 2023.

Motion carried unanimously.

d. Lions Monument Sign

On a motion by Markham, seconded by Daniels, to approve the Lions Monument Sign Permit as submitted.

Motion carried unanimously.

Mayor Koch noted that this project is being done as an Eagle Scout project by Drew Nielsen.

9. INFORMATIONAL ITEMS

a. Fun Fest Report

Council reviewed a report submitted by Chairperson Michelle Palmer. Koch noted the next meeting is on August 22nd, 11:00 a.m. at the Lions Park.

10. MONTHLY STAFF REPORTS

a. City Hall

No items were brought forward.

b. Streets

1) Boulevard Restoration, 2021 Street Project

Council reviewed a Restoration Work Correction Plan from Minger, in response to the letter sent from City Attorney Jack Brooksbank on June 29, 2023.

Council discussed public works staff supplementing watering during the restoration process. It was noted that there are only two staff members who will be challenged to complete all the fall work that needs to be done.

Council directed Schneider to send a letter to the street project residents letting them know about the Plan; that any resident who chooses to supplement Minger's watering will be kept at the minimum for their water bill for the month of September; to give mowing and watering direction based on industry standards for new sod.

On a motion by Markham, seconded by Daniels, to approve the LORETTO – 2021 STREET IMPROVEMENTS PROJECT – RESTORATION WORK CORRECTION PLAN – 7/25/2023 subject to the addition of the following language to number 8: any non-satisfactory sod will be replaced and the thirty-day process starts over.

Motion carried unanimously.

2) Loretto Street, No Parking on North Side

On a motion by Markham, seconded by Daniels, to approve removing the no-parking designation on the north side of Loretto Street.

Motion carried unanimously.

c. Water

No items were brought forward.

d. Wastewater

Council Member Markham presented a poster she developed about Fatbergs, which are rock-like masses of waste matter in a sewer system formed by the combination of flushed non-biodegradable wipes mixed with grease. Markham stated the City has put ads in the city newsletter and sent information out through email, but wipes continue to be flushed within our system and continue to cause costly damage to the sanitary sewer system.

Council watched two short videos that Markham proposed to be shown at the City Booth at the Fun Fest. She also proposed having the Fatbergs poster printed on foam board. Council consensus was to have a twenty-two by twenty-eight inch foam board printed at a cost of \$63.99. Markham noted the board could be used from year to year to help spread awareness of the impacts of wipes for all property owners. Markham stated she will also prepare a demonstration of the difference between wipes and toilet paper and how they dissolve in water.

e. Parks

1) Grants

No items were brought forward.

f. Stormwater

No items were brought forward.

11. MAYOR AND COUNCIL REPORTS

Koch reported on three meetings he attended: 1) a meeting with Representative Dean Phillips' staff about issues Loretto is facing. His staff will compile needs list and take back to Washington to set priorities for the District; 2) West Suburban Fire District mid-year budget meeting, Koch noted Loretto's contract costs are going down by 12% for 2024; Highway 55 Coalition meeting about the Corridors of Commerce grant, Koch noted the project was sixth on the list, the first three projects received grant funding, which should move the Coalition project into better position for the next round of funding.

12. FINANCIAL

a. August Bills

On a motion by Elsen, seconded by Daniels, to approve electronic check numbers 4515E-4547E and paper check numbers 25295-25344 for a grand total of \$239,059.31.
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 9:03 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor