

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
August 10, 2021

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 Eric Riley.

Also present: Medina Public Safety Director Jason Nelson, Stantec Engineer Nick Wyers, Public Works Director Jeff Leuer, and City Clerk Treasurer Mary Schneider.

There were two people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved with the following additions to Action/Planning:

- h. Jordan Driveway Options
- i. Temporary Water and Sewer Charges
- j. Complaint Regarding Temporary Water Quality

4. APPROVE MINUTES

On a motion by Markham, seconded by Daniels, to approve the July 13, 2021, regular council meeting with the following changes: correcting title of Medina Public Safety Director Jason Nelson. Motion carried unanimously.

5. MEDINA POLICE REPORT

Medina Public Safety Director Jason Nelson presented the June Police Report, noting 181 total calls for service, of which 149 were general patrols.

6. OPEN FORUM

No one came forward to speak during the Open Forum.

7. CONSENT AGENDA

- a. School of Rock Service Agreement for Fun Fest
- b. Magic Bounce Service Agreement for Fun Fest
- c. Mehndi Made Memories Service Agreement for Fun Fest
- d. Kowalski Face Painting Service Agreement for Fun Fest
- e. Ratifying Sensaphone Cellular Service Agreement for Wastewater Lift Station
- f. Driveway Permit – 150 Albert Street
- g. Resolution 2021-25, Accepting Fun Fest Donations

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

8. ACTION/PLANNING

a. Resolution 2021-26, Post-Issuance Compliance Policy for Tax-Exempt Bonds

On a motion by Markham, seconded by Elsen, to approve Resolution 2021-26, A RESOLUTION APPROVING POST-ISSUANCE COMPLIANCE PROCEDURE AND POLICY FOR TAX-EXEMPT GOVERNMENTAL BONDS.

Motion carried unanimously.

b. Hennepin County Quiet Zone Cooperative Agreement

On a motion by Riley, seconded by Daniels, to approve the Quiet Zone Cooperative Agreement with Hennepin County, Agreement No. PW 38-33-20.

Motion carried unanimously.

c. Security Camera Policy

On a motion by Daniels, seconded by Riley, to adopt the City of Loretto Security Camera Policy.

Motion carried unanimously.

d. Nuisance Violation - 330 Lorenz Street

On a motion by Markham, seconded by Elsen, to approve city attorney enforcement action against 330 Lorenz Street.

Motion carried unanimously.

e. Native Landscape Ordinance Research

Clerk Treasurer Schneider presented research on what other cities in Minnesota have done with this type of ordinance.

Council consensus was to not pursue an ordinance change at this time.

f. 125 Albert Street Subdivision Concept Plan

Council reviewed a concept plan for the subdivision of 125 Albert Street into two lots with a dedicated right of way and an interim private driveway. Schneider stated there is no application in front of the Council currently, but the property owner is looking for direction before he invests money into developing the plat. Schneider also noted an agreement would be needed to detail the requirements for the interim private driveway in the dedicated right of way.

Schneider stated the property owner is asking the City to stub in water and sewer for the second lot while the street construction crew is working in that area. Engineering recommends requiring \$5,000 cash escrow for this work.

Council consensus was to allow an interim private driveway subject to an acceptable agreement between the City and the property owner and have the water and sewer stubbed in subject to the submission of the \$5,000 escrow payment.

g. Loretto Business Directory

Council Member Markham stated she would like the City to develop a business directory with voluntary participation of local businesses that would be published in the newsletter and posted on the website. Markham stated the directory would be a nice service to the residents and free marketing for the businesses.

Council directed staff to work with Markham to create a Loretto Business Directory.

h. Jordan Driveway Options

Engineer Nick Wyers stated that during the 2021 Street Improvement planning process all property owners have been offered either concrete or asphalt replacement of the disturbed end of driveway area (apron) in the city right of way (ROW) after street reconstruction. Wyers reported the Jordan driveway at 140 Albert Street is irregular in that it is a paver driveway, and their curb stop is not within the ROW. A right of entry agreement would be needed to be able to move the curb stop into the ROW.

Wyers presented two options for the Council to consider offering the homeowner:

Option #1: leave the existing curb stop where it is, and the construction stays within the ROW. A second curb stop is constructed within the ROW and the apron is replaced with concrete. In this option, no work beyond the ROW is needed. The homeowner retains ownership of and responsibility for the old curb stop and loses some paver area (estimated at 150 square feet) within the ROW.

Option #2: the homeowner signs a right of entry agreement, the contractor removes the pavers eight feet back from the ROW (approximately 200 square feet of pavers) and stockpiles them, the contractor moves the existing curb stop into the ROW, replaces the apron with concrete and leaves the driveway area with a gravel base. The homeowner is reimbursed \$2,100 (the savings from not installing the 350 square feet of concrete) and the homeowner is responsible for contracting custom work to replace the pavers. If the homeowner prefers, the entire disturbed area can be replaced with concrete by the City's contractor and no monetary reimbursement takes place.

Wyers reported there are two other homeowners within the project area with similar situations, so whatever option the Council chooses, that option would be offered to those homeowners as well. Wyers also noted that for any of these properties, if the homeowner refuses to sign a right of entry agreement the contractor must revert to Option #1.

On a motion by Markham, seconded by Daniels, to allow Option #2 as provided by engineering. Motion carried unanimously.

i. Temporary Water and Sewer Charges

Schneider requested Council input on how to bill residents within the 2021 Street Improvement Project area while they are connected to temporary water and sewer.

On a motion by Markham, seconded by Riley, to charge the minimum rate for water and normal calculations for sewer to residents who are set up on temporary systems during street reconstruction.

Motion carried unanimously.

j. Complaint Regarding Temporary Water Quality

Council reviewed a complaint from a resident within the 2021 Street Improvement Project area regarding warm and hot water. The resident requested a water bill adjustment.

Council consensus was that while they are sympathetic to the complainant's situation, an adjustment would not be appropriate. Some ideas to cool the water would be to allow the water to run awhile before using and to fill containers and place them in the fridge to cool before using. Council directed staff to offer these ideas to the complainant.

9. INFORMATIONAL ITEMS

a. Fun Fest Update

Council reviewed. No action taken.

b. Fire Department Mid-Year Report and 2022 Budget

Fire Chief Jeff Leuer presented the report and budget. Council reviewed. No action taken.

Council Member Markham congratulated Leuer on a Loretto firefighter who saved someone's life while on vacation in Iceland by performing CPR until emergency personnel could arrive.

Markham asked if the Fire Department ever offered CPR training classes to the public. Leuer stated they are looking to do something this fall during fire prevention week.

10. MONTHLY STAFF REPORTS

a. City Hall

No items were brought forward.

b. Streets

No items were brought forward.

c. Water

1) 2020 Community Water Fluoridation 50 Year Award

Council reviewed. No action taken.

d. Wastewater

1) Met Council Cooperative Agreement Amendment No. 1

On a motion by Markham, seconded by Riley, to adopt Amendment No. 1 to the Met Council Cooperative Agreement.

Motion carried unanimously.

Leuer reported that if all goes as planned, the new lift station and forcemain will be put into operation on Monday, August 16th. Leuer stated he notified Independence and Medina that this will be happening. Leuer noted that during heavy, wet weather, some of the flow would be retained in the existing ponds, but the capacity is 77 gallons per minute and the existing flow is about 30 gallons per minute.

e. Parks

1) Dog Park Fencing at Lions Park

Council reviewed an estimate of \$11,680 from Town & Country Fence to repair some existing areas of fence and install 230 feet of new fence. Council consensus was to save up money in the budget for this project and apply for grants.

f. Stormwater

No items were brought forward.

11. MAYOR AND COUNCIL REPORTS

No items were brought forward.

12. FINANCIAL

a. August Bills

On a motion by Riley, seconded by Elsen, to approve electronic check numbers 3854E-3878E and paper check numbers 24242-24303 for a grand total of \$269,309.03.

Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

13. ADJOURN

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

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor