

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
Telephonic Meeting
August 18, 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 staff 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 Officer Keith Converse, City Engineer Kent Torve, 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 to the teleconferencing system. 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 persons 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
Resilient Communities Project Program Director Mike Greco presented information on the program. Greco noted proposals are accepted three times throughout the year, giving enough lead time for the academic calendar. No action was taken.

5. APPROVE MINUTES

On a motion by Sevigny, seconded by Riley, to approve the July 14, 2020 Regular City Council Meeting Minutes as submitted.

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

6. MEDINA POLICE REPORT

Council reviewed. No action taken.

7. OPEN FORUM

Clerk Treasurer Schneider reported written comments were received from Tony Pavlish, owner of Detour 19, 300 Medina Street North, Loretto. Schneider read the comments: "I would just like to propose that the Loretto restaurants are able to extend their patios into the on site parking areas during our warm months." Schneider stated that in speaking with Mr. Pavlish, it was clear he intended the comments to reflect allowing the patio extension after the COVID-19 public health emergency is over.

Council directed Schneider to reach out to the city planner and attorney to find out what would be needed to allow the extension and bring back information to a future council meeting.

8. CONSENT AGENDA

- a. Resolution 2020-21, Ratifying COVID-19 Preparedness Plan
- b. Resolution 2020-22, Charitable Gambling Premises Permit for Northstar Search & Rescue

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

9. ACTION/PLANNING

- a. Long Term Financial Management Plan

Tammy Omdal with Northland Public Finance presented the draft financial management plan.

Summary of Council discussion: cost of issuing bonds; fixed interest rates would apply; cost and benefits of seeking a bond rating; flexibility of scheduling bond payments.

Council also discussed ways to communicate the draft financial plan to Loretto property owners and give them opportunities to give feedback, including scheduling an open house, posting the draft financial plan on the website, along with a link to the presentation of the plan, and an article in the September newsletter.

Council consensus was to wait till after a special assessment policy is determined before scheduling an open house.

- b. Assessment Letter of Benefit

City Engineer Kent Torve presented the report, directing attention to page seven of the document, which shows an average price benefit to property owners based on the type of street improvement.

Council directed staff to bring a draft special assessment policy to the September council meeting.

- c. Resolution 2020-23, CARES Act Funding

Schneider reported the City received its state CARES allocation of \$49,800 on July 27th. In addition, the City is eligible to receive \$683 in election aid from Hennepin County. The City is required to match twenty percent of the election aid and is allowed to use state CARES funds for the match. Schneider stated the City is required to report expenditures to the state monthly, with the report due on the seventh business day after the end of the month. Expenses will be approved by resolution of the city council monthly as well. The first state report is due on September 9th.

Schneider reported \$8,199.97 has been spent to date and presented a spreadsheet of those expenditures. Council discussed ideas for future expenditures, including tents, barricades and

temporary heating devices to provide protection to voters who have to stand in line outside the polling place on November 3rd, additional benches to provide the ability to social distance at the athletic fields, ionizing air purifier for City Hall/Council Chambers, cubicle dividers for staff at City Hall, electronic speed signs to aid in controlling speeding through town while there are limited police patrols, a laptop for admin staff's ability to work from home, and laptops that could be checked out by Council Members having difficulty connecting to Zoom council meetings. Schneider stated all expenditures must meet the three conditions of an eligible expenditure: 1) the expense is necessary and incurred due to the public health emergency with respect to COVID-19; 2) the expense is not accounted for in the City's approved 2020 Budget; and 3) the expense is incurred during the period that begins March 1, 2020 and ends November 15, 2020.

Council directed Schneider to bring quotes for the suggested items to a council meeting for further discussion.

Another possible cost that could be covered is giving aid to the Loretto Fire Department for their PPE costs. Public Works Director Leuer stated the costs would be split between the cities who contract with the Department. Council directed Leuer to bring numbers back to a council meeting for consideration.

Schneider noted any unexpended funds as of November 15th will go to the Hennepin County Medical Center.

On a motion by Markham, seconded by Daniels, to approve Resolution 2020-23, A RESOLUTION AFFIRMING ACCEPTANCE AND USE OF CARES ACT FUNDING FROM THE STATE OF MINNESOTA. A vote was taken by roll call. Motion carried unanimously.

d. Fun Fest Fireworks Funding

On a motion by Sevigny, seconded by Daniels, to approve spending \$3,000 budgeted for the 2020 Fun Fest and \$2,500 from the Fun Fest Capital Fund set-aside on the 2020 fireworks display.

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

e. Setting 2020 Truth in Taxation Hearing Date

On a motion by Riley, seconded by Markham, to set the 2020 Truth in Taxation Public Meeting, a meeting during which the public may be heard, and the Final 2021 Budget and Levy will be set, for December 8th, 2020 at 7:00pm.

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

10. INFORMATIONAL ITEMS

- a. Loretto Fire Department Mid-Year Report
Council reviewed. No action taken.

11. MONTHLY STAFF REPORTS

a. City Hall

1) Primary Election Update

Schneider reported there were 444 registered voters as of 7:00 a.m. on Election Day, sixty residents voted in-person on Election Day and there were two new registrations on Election Day. Thirty residents voted by Absentee and there was one new registration by Absentee. The overall turnout was twenty percent. Schneider stated the day went well with no big issues; all voters were cooperative with wearing a mask.

b. Streets

No items were brought forward.

c. Water

- 1) Lead and Copper Tap Water Monitoring Report
Council reviewed. No action taken.

d. Wastewater

Leuer reported the state bonding bill still hasn't passed, so there is no movement on the wastewater connection project. Leuer stated he has been in contact with the MPCA regarding changing the City's required hookup date.

Leuer also reported the sewer line near the railroad tracks had to be jetted to remove gravel from the mainline. Leuer stated he firmly believes someone intentionally dumped gravel into the sewer line, possibly from a carwash. The line has been televised to check for other sources of the gravel and none have been found. Leuer stated security cameras have been installed to monitor the area.

e. Parks

Leuer reported there was hail damage to most of the city owned buildings and all three pickup trucks. Claims have been submitted to the insurance company. Roof replacements have been approved as well as the siding on the wellhouse.

Leuer stated he would check for hail damage to the Lions electronic sign and the baseball scoreboard.

f. Stormwater

Leuer reported the weeds have been cut down near the ballpark ditches in preparation for the maintenance project. After the tiling project at the Ponds Park is finished the ditch maintenance project will start.

12. MAYOR AND COUNCIL REPORTS

Mayor Koch reported he attended a Highway 55 Coalition meeting. Koch stated funding for Highway 55 improvements was included in the first iteration of the bonding bill.

13. FINANCIAL

a. July Bills

On a motion by Sevigny, seconded by Daniels, to approve electronic check numbers 3551E-3582E and paper check numbers 23736-23785 for a grand total of \$150,557.05.
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 Daniels, seconded by Sevigny, to adjourn at 9:44 p.m.
A vote was taken by roll call. Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor