

City of Loretto
Special Meeting/Budget Workshop
Tuesday, August 22, 2023, 6:00 p.m.
279 N. Medina Street, Council Chambers

1. CALL TO ORDER

The workshop was called to order at 6:00 p.m. by Mayor Koch.

Members present: Mayor Kent Koch, Council Members Brenda Daniels, Melissa Markham, and Ben Scanlon.

Member absent: Council Member Greg Elsen

Also present: Interim Public Works Manager Jake Leuer, Public Works Part-time Retired Jeff Leuer, 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. ACTION/PLANNING

a. LIONS PARK SIDEWALK QUOTE

On a motion by Markham, seconded by Daniels, to approve the Lions Park Sidewalk quote from ACI Asphalt & Concrete in the amount of \$7,200, funded as proposed.

Motion carried unanimously.

b. ASSESSING MEDINA PROPERTIES FOR 2023 STREET PROJECT

Council reviewed a memo from City Attorney Jack Brooksbank that outlined the risks and benefits of having the city of Medina assess two Medina properties on behalf of the city of Loretto for the Hillview Lane South and Meadow Lane street improvement project. Due to the potential high costs required for this process and the limited return, Brooksbank recommended not pursuing this option.

Council directed staff to proceed with the proposed street improvement project and special assessment omitting the parcels in Medina from the preliminary assessment rolls.

5. DEFINITIONS

Council reviewed. No action taken.

6. BUDGET GOALS OF COUNCIL – DISCUSSION POINTS

a. Review 2024 Proposed Wages

Council reviewed proposed Election Judge wages for the 2024 election cycle. There was consensus to include the wage increase in the 2024 Budget.

Council reviewed the 2024 Proposed Pay Grade/Step Structure and the Proposed 2024 Wages. There was consensus to include these in the 2024 Budget.

Council directed Clerk Treasurer Schneider to look at the feasibility of adding a Temporary Part-time Public Works position this fall and bring options back to the September or October council meeting.

Council discussed promoting Jake Leuer to the Public Works Director position and directed Schneider to add this to the September council agenda.

b. Review Proposed Capital Improvement and Maintenance and Repairs Spreadsheets

Council reviewed the following capital projects:

Water Treatment Pilot Study

Council consensus to remove the Pilot Study from the 2024 Capital Improvement Plan and have staff investigate federal technical grants that may be available.

Wastewater Quad City Capacity Improvements

Council reviewed. No action taken.

Shared Compost Site

Council discussed alternative options for yard waste disposal due to the high cost of using the shared Medina site. Council directed Interim Public Works Manager Jake Leuer to investigate the feasibility of joining Delano's compost site.

c. Review Consultant Expenses for 2024

Council reviewed. No action taken.

7. 2024 BUDGET PROPOSAL

Council directed Schneider to bring the 2024 Budget with a Proposed General Fund Levy increase of ten percent to the September council meeting.

8. REVIEW PROPOSED FEE SCHEDULES

Council reviewed. No action taken.

9. ADJOURN

On a motion by Daniels, seconded by Markham, to adjourn at 6:58 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor