

City of Loretto
Minutes of Regular City Council Meeting
Ss Peter and Paul Parish Center
145 Railway Street East, Loretto
September 12, 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: City Attorney Jack Brooksbank, Medina Police Sergeant Dave Hall, Stantec Engineer Nick Wyers, Interim Public Works Manager Jake Leuer, and City Clerk Treasurer Mary Schneider.

There were eleven people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved as submitted.

4. APPROVE MINUTES

On a motion by Daniels, seconded by Markham, to approve the minutes of the August 8th Regular Council Meeting and the August 22nd Special Meeting Budget Workshop as submitted.

Motion carried unanimously.

5. MEDINA PUBLIC SAFETY REPORT

Medina Police Sergeant Dave Hall presented the August Police Report, noting 115 total calls for service, of which 91 were general patrols.

6. OPEN FORUM

No one came forward to speak during the Open Forum.

7. CONSENT AGENDA

- a. Resolution 2023-28, Fun Fest Donations
- b. Resolution 2023-29, ProLawns Donation
- c. Resolution 2023-30, National Pregnancy and Infant Loss Awareness Day, October 15, 2023
- d. LMCC 2023 Budget Approval
- e. Driveway Permit – 390 Lorenz Street

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

8. ACTION/PLANNING

a. Resolution 2023-31, Ordering 2023 Street Improvement and Preparation of Plans - Improvement Hearing

Mayor Koch stated this is an Improvement Hearing for the 2023 Street Project for improvements to Meadow Drive and Hillview Lane South. Koch reviewed the public hearing process.

City Engineer Nick Wyers presented information about the project, stating this is Project B2 from the Infrastructure Capital Improvement Plan. The proposed improvements include storm drainage

replacement and full reconstruction of street, curb and gutter. Wyers noted there are no water or sewer infrastructure improvements included in the project. Wyers stated the Preliminary Assessment Roll was developed using the per lot method of assessment.

Mayor Koch opened the public hearing at 7:08 p.m.

The following residents addressed the Council:

Jeremy Van Beusekom, 305 Edgewood Drive, stated he is on a corner lot and asked why he is being assessed as he does not live on either Hillview Lane South or Meadow Drive and the project does not touch his property. He stated that he shouldn't be penalized for living on a corner lot, nor should be considered to have three streets that he could be assessed for.

Loren Vieau, 180 Meadow Drive, asked if the assessment amount is as high as it will go and could it be lower, if construction costs turn out to be lower.

Nicole West stated she is in the process of purchasing 235 Loretto Street and asked what this assessment will do to her loan and is the project necessary. West also stated she didn't think it's fair for a corner lot to have a full assessment for this project, then another full assessment for the Loretto Street project in a few years.

Carrie Bekkala, 120 Meadow Drive, stated there isn't a lot of information with the notice, such as how many years does a resident have to pay the assessment and what is the interest rate.

On a motion by Daniels, seconded by Markham, to close the public hearing at 7:15 p.m.
Motion carried unanimously.

Clerk Treasurer Schneider stated that the interest rate and term of the assessments haven't been set at this point in the process and that these will be dependent on the rate and term of the city's bonds for the project. Schneider also noted that the final assessment cannot be more than the level of benefit established in the appraisal report, which is nine thousand dollars per lot.

Sophie Winter, 200 Loretto Street, asked to address the Council. She asked if the bipartisan infrastructure bill passed by the federal government is something that Loretto could get funds for these types of projects.

Mayor Koch stated there is a competitive grant process for those funds and that Loretto is looking into this option for the Water Treatment Improvement Project.

After hearing residents' concerns, Council consensus was to not move forward with the project as proposed. Council directed staff to bring the Assessment Policy back to the October council meeting with changes to address how corner lots are assessed.

City Attorney Brooksbank noted that the project cannot be expanded without starting over with the process, but it could be reduced within six months without holding another Improvement Hearing.

The Council thanked the residents for coming to the meeting and bringing their concerns forward.

b. Resolution 2023-32, Certifying Delinquent Utilities

On a motion by Markham, seconded by Elsen, to approve Resolution 2023-32, A RESOLUTION DIRECTING DELINQUENT UTILITY CHARGES BE PLACED ON THE 2024 PROPERTY TAX ROLLS.
Motion carried unanimously.

- c. Resolution 2023-33, Setting Proposed Levy and Budget
On a motion by Markham, seconded by Daniels, to approve Resolution 2023-33, A RESOLUTION SETTING THE 2024 PROPOSED GENERAL FUND BUDGET AND APPROVING THE 2024 PROPOSED PROPERTY TAX LEVY, COLLECTIBLE IN 2024.
Motion carried unanimously.
- d. Setting 2023 Truth in Taxation Hearing Date
On a motion by Scanlon, seconded by Markham, to set the 2023 Truth in Taxation Public Meeting, a meeting during which the public may be heard, and the Final 2024 Budget and Levy will be set, for December 12th, 2023, at 7:00pm.
Motion carried unanimously.
- e. Public Works Director Employment Offer, Jake Leuer
On a motion by Markham, seconded by Daniels, to promote Jake Leuer to Public Works Director.
Motion carried unanimously.
- f. Hennepin County Opioid Needs Survey
Schneider stated that even though Loretto does not have direct expenses relating to the Minnesota Opioid Settlement and is not eligible to receive settlement funds, Hennepin County is asking the city to fill out the needs survey. Schneider stated Medina Police Chief Nelson assisted in filling out the survey on behalf of Loretto.

Council directed Schneider to submit the needs survey as proposed.

9. INFORMATIONAL ITEMS

- a. Fun Fest Report
Schneider reported the Fun Fest on September 9th went very well, with no issues. Schneider stated there was a nice crowd and the Fire Department put on a great Street Dance. Schneider reported there was feedback that people liked the vibe at the Lions Park and Railway Street West and also feedback that activities that had to be cut out due to space constraints, such as bingo, KRWC Roadshow, Northstar Search and Rescue and the Mounted Police were missed.

10. MONTHLY STAFF REPORTS

- a. City Hall
Schneider stated she had been directed to look into whether hiring a temporary public works employee to assist with MXU radio box installations and snow plowing would fit into the budget. Schneider stated it would likely put us over budget somewhat but recommended the hiring for a six-month period at eighteen dollars per hour, up to twenty hours per week.

Council directed Public Works Director Jake Leuer to bring a recommendation to hire to the October council meeting.
- b. Streets
Wyers reported sod was laid on September 11th for the boulevard restoration on Elsen and Albert Streets and that the thirty-day walk-through is set for October 12th. Wyers stated Minger will be watering and replacing any sod that isn't staying green as the month progresses.
- c. Water
 - 1) Lead/Copper Tap Water Monitoring Report
Council reviewed. No action was taken.
- d. Wastewater
No items were brought forward.

e. Parks

1) Grants

Schneider reported Vortex has proposed a Hennepin County Facilities Grant application for additional lights, new asphalt and bathroom upgrades at the Athletic Complex and an equipment grant application for safety netting to reduce injuries and scares from foul balls. Schneider noted the application deadline is October 17th.

Council consensus was to move forward with these grant ideas and bring applications and resolutions to the October council meeting for approval.

Schneider reported Vortex is working on the final piece of the Facilities Grant Dugout Project, adding roofs to all the dugouts at the Athletic Complex. Schneider noted this grant expires on December 31, 2024.

f. Stormwater

No items were brought forward.

11. MAYOR AND COUNCIL REPORTS

Mayor Koch reported he attended a Fire District meeting in Long Lake with speakers from the State Legislature who spoke about future funding sources for fire department capital projects.

Koch also reported he attended a meeting with Congressman Dean Phillips where the federal infrastructure grants were discussed.

12. FINANCIAL

a. September Bills

On a motion by Daniels, seconded by Markham, to approve electronic check numbers 4548E-4582E and paper check numbers 25345-25398 for a grand total of \$158,274.72.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action was taken.

c. Quarterly Financial Reports

Council reviewed. No action was taken.

13. ADJOURN

On a motion by Daniels, seconded by Markham, to adjourn at 8:44 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor