

**City of Loretto**  
**Minutes of Regular City Council Meeting**  
**279 N. Medina Street, Council Chambers**  
**September 13, 2016**

**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, Cari Girk, John Neumann and Henry Pepin.

Also present: City Attorney Paula Callies, Medina Police Chief Ed Belland, 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 Neumann, seconded by Daniels, to approve the August 16, 2016 City Council Meeting Minutes as submitted.

Motion carried unanimously.

On a motion by Girk, seconded by Daniels, to approve the August 23, 2016 Budget Workshop Meeting Notes as submitted.

Motion carried unanimously.

**5. MEDINA POLICE REPORT**

Chief Belland presented the August police report noting there were no DWI's; one missing person in which the person was found; minor crimes such as theft, scam alert and one vandalism; there were ninety general patrols and one hundred twenty-nine total calls.

Belland expressed his appreciation to the Council for their support of the Fun Fest and stated he felt that we had never had a better year. Even with adverse conditions of wet weather, there was a nice crowd with many smiles.

Belland reported there has been some turnover in the Police Department with one ten-year veteran retiring. Belland stated he is sorry to see this experienced member leave, but it does open up the opportunity to add to the department.

**6. CONSENT AGENDA**

- a. Resolution 2016-20, Accepting Fun Fest Donations
- b. Resolution 2016-21, Appointing Additional Election Judge

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

**7. ACTION/PLANNING**

- a. Ordinance 2016-03, Flood Plain Management – PUBLIC HEARING

Mayor Koch reviewed Ordinance 2016-03, noting this ordinance replaces the existing Flood Plain Management ordinance in its entirety.

Koch opened the public hearing at 7:12 p.m.

No one in the audience came forward to comment on the ordinance amendment.

On a motion by Neumann, seconded by Daniels, to close the public hearing at 7:12 p.m.

Motion carried unanimously.

On a motion by Neumann, seconded by Girk, to approve Ordinance 2016-03, AN ORDINANCE OF THE CITY OF LORETTO, MINNESOTA REGARDING FLOOD PLAIN MANAGEMENT REPLACING SECTION 413 OF THE CITY CODE IN ITS ENTIRETY.

Motion carried unanimously.

b. Resolution 2016-22, Summary Publication of Ordinance 2016-03

On a motion by Girk, seconded by Daniels, to approve Resolution 2016-22, A RESOLUTION APPROVING PUBLICATION OF ORDINANCE NO. 2016-03 BY TITLE AND SUMMARY.

Motion carried unanimously.

c. Ordinance 2016-04, Temporary Health Care Dwelling Opt Out – PUBLIC HEARING

Mayor Koch reviewed Ordinance 2016-04, noting this ordinance is to opt out of the State's statute allowing Temporary Health Care Dwelling units.

Koch opened the public hearing at 7:16 p.m.

No one in the audience came forward to comment on the ordinance amendment.

On a motion by Nuemann, seconded by Daniels, to close the public hearing at 7:16 p.m.

Motion carried unanimously.

On a motion by Girk, seconded by Neumann, to approve Ordinance 2016-04, AN ORDINANCE OF THE CITY OF LORETTO, MINNESOTA AMENDING SECTION 420:45 "GENERAL PROVISIONS AND EXCEPTIONS" TO OPT-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES SECTION 462.3593.

Motion carried unanimously.

d. Resolution 2016-23, Certifying Delinquent Utilities

On a motion by Neumann, seconded by Daniels, to approve Resolution 2016-23, A RESOLUTION DIRECTING DELINQUENT UTILITY CHARGES BE PLACED ON THE 2016 PROPERTY TAX ROLLS.

Motion carried unanimously.

e. Resolution 2016-24, Setting Proposed Levy and Budget

Council reviewed the proposed budget, which included changes as directed by Council at the Budget Workshop on August 23<sup>rd</sup>.

On a motion by Girk, seconded by Daniels, to approve Resolution 2016-24, A RESOLUTION SETTING THE 2017 PROPOSED GENERAL FUND BUDGET AND APPROVING THE PROPOSED 2016 PROPERTY TAX LEVY, COLLECTIBLE IN 2017.

Motion carried unanimously.

f. LMCC 2017 Budget

On a motion by Koch, seconded by Daniels, to approve the LMCC 2017 Budget as submitted. Motion carried unanimously.

## 8. INFORMATIONAL ITEMS

### a. Fun Fest Update

Clerk Treasurer Schneider reported the Fun Fest was held on September 10<sup>th</sup> with beautiful weather, although a little windy. Schneider stated things went very well, with just a few issues, including the rock wall and event staff arrived an hour late; couldn't set up the 30x20 canopy due to high winds; wind caused debris to blow onto baseball field and needed additional cleanup. Schneider reported that on the positive side of things the company hired for rock wall and inflatables was very apologetic about being late due to a flat tire on their trailer and will be refunding twenty-five percent of the whole order and offering the city two-hundred dollars off its next order; Henna Tattoos and Log Sweeper game were a big hit; Face Painter and caricatures were great again; we received good feedback on the Log Sweeper/wipeout game and on the overall layout. Schneider noted the Fun Fest Planning Committee will be having a wrap-up meeting on September 27<sup>th</sup>, noon at City Hall.

### b. A to Z Auto

Council reviewed photos taken over the past nine months. Council Member Neumann reported there is a court date scheduled in October for violations in 2015.

Council directed staff to continue to document the condition of the property through photographs.

### c. Fire Department Shared Services Assessment

Council reviewed and directed staff to notify the Council of the details of the October meeting to discuss the shared services report.

## 9. MONTHLY REPORTS

### a. City Hall

#### 1) 165 Crestview – Code Enforcement Officer's Report

Council reviewed a letter from Code Enforcement Officer Kohnen which states the City needs to get permission to enter the home from the property owner before he can provide more detail about the condition of the property. Kohnen also states in the letter that a forensic expert would have to be hired to determine if mold is present.

Council directed staff to do some research to try to get contact information for the owner of record, but not to spend a large amount of time on the issue.

Council Member Girk stated she would do some research as well and reach out to some realtor friends for advice.

#### 2) Complaint/Concern/Request/Suggestion

Council reviewed another complaint regarding 165 Crestview and the condition of the lawn and standing water in the backyard. Clerk Treasurer Schneider reported she had a conversation with Public Works Director Leuer and he was looking into lowering the storm drain so the water can drain in the backyard.

### b. Streets

No items were brought forward.

### c. Water

Council briefly discussed three watermain breaks caused by malfunctioning pumps at the well house. Clerk Treasurer Schneider reported a claim was filed with the City's insurance but haven't heard back on the status as of this date.

d. Wastewater

1) Sewer Dumping Agreement Update

Council reviewed a letter that was drafted and sent by City Attorney Callies, terminating the Sewer Dumping Agreement between the City and Midwest Trenchless Technologies. No further action was taken.

e. Parks

Council Member Pepin stated a meeting with Parks Committee, Lions representatives and Public Works Director Leuer was attempted and cancelled at the last minute. The group is attempting to reschedule.

Council directed staff to put this item on next month's agenda.

f. Stormwater

No items were brought forward.

**10. FINANCIAL**

a. September Bills

On a motion by Pepin, seconded by Daniels, to approve electronic check numbers 2414E-2436E and paper check numbers 2414E-2436E and paper check numbers 21788-21832 for a grand total of \$64,357.20

Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

c. Quarterly Revenue and Expenditure Reports

Council reviewed. No action taken.

**11. OTHER**

No items were brought forward.

**12. ADJOURN**

On a motion by Neumann, seconded by Girk, to adjourn at 8:11 p.m.

Motion carried unanimously.

**ATTEST:**

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Mary K. Schneider, City Clerk Treasurer

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Kent Koch, Mayor