

**City of Loretto**  
**Minutes of Regular City Council Meeting**  
**October 9, 2012**

**CALL TO ORDER**

Mayor Koch called the meeting to order at 7:00 p.m. Members present: Mayor Kent Koch, Council members Clark Lohr, Jeff France, John Neumann, and Tom Pedersen. Also present: City Clerk Cindy Patnode, Public Works Director Jeff Leuer, City Attorney Paula Callies, and City Planner Bob Kirmis.

There were three people in the audience.

**SET AGENDA**

The agenda was approved as submitted.

**APPROVE MINUTES**

On a motion by Koch, seconded by Neumann, to approve the September 11, 2012 Minutes as submitted.

Motion carried, Lohr abstained.

**MEDINA POLICE REPORT**

Mayor Koch informed the Council of activities in September that were submitted by Chief Belland earlier in the day, no major issues for the month.

**SIGN ORDINANCE UPDATE**

Planner Kirmis reviewed with the Council the information from the packet regarding the sign ordinance text amendments and a rezoning ordinance (map amendment). The following specific action items were summarized:

- An amendment creating a public zoning district
- An amendment addressing design standards for signs in public zoning districts
- An amendment establishing regulations for electronic graphic display signs
- An ordinance rezoning the "Loretto Ball fields" site from R1, Residential to P, Public

The Planner explained that no changes to the City's existing sign permitting procedures are proposed as part of the amendment consideration. In this regard, the process for obtaining future sign permits would follow existing procedures.

Mayor Koch opened the public hearing at 7:07 p.m.

The following people signed in for attendance for the public hearing.

<u>Name</u>	<u>Address</u>
Joyce Koch	145 Albert Street
Herb Koch	275 Lorenz Street
Scott Pivec	220 St. John Street

No one spoke at the public hearing.

On a motion by Lohr, seconded by Neumann, to close the public hearing for the amendments to the sign ordinance and rezoning the park land located at 700 N. Medina Street. Motion carried unanimously.

On a motion by France, seconded by Pedersen, to approve Ordinance 2012-02, AN ORDINANCE AMENDING SECTION 420 OF THE LORETTO CODE OF ORDINANCES (ZONING) TO ESTABLISH A "P" PUBLIC ZONING DISTRICT. Motion carried unanimously.

On a motion by France, seconded by Lohr, to approve Ordinance 2012-03, AN ORDINANCE AMENDING SECTION 435:15 SIGN DESIGN STANDARDS AND SECTION 435:30 OFF-PREMISE SIGNS OF THE LORETTO CODE OF ORDINANCES (SIGN REGULATIONS). Motion carried unanimously.

On a motion by France, seconded by Neumann, to approve Ordinance 2012-04, AN ORDINANCE AMENDING SECTION 435 OF THE LORETTO CODE OF ORDINANCES (SIGN REGULATIONS) ADDRESSING ELECTRONIC GRAPHIC DISPLAY (DYNAMIC DISPLAY) SIGNS. Motion carried, Lohr opposing.

On a motion by France, seconded by Lohr, to approve Ordinance 2012-05, AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LORETTO, MINNESOTA BY REZONING CERTAIN DESCRIBED LAND ("THE LORETTO BALLFIELDS") FROM R1, RESIDENTIAL TO P, PUBLIC. Motion carried unanimously.

On a motion by France, seconded by Pedersen, to approve the following Resolutions: Resolution 2012-23, A RESOLUTION APPROVING PUBLICATION OF ORDINANCE NO. 2012-02, AMENDING SECTION 420 OF THE LORETTO CODE OF ORDINANCES (ZONING) TO ESTABLISH A "P" PUBLIC ZONING DISTRICT BY TITLE AND SUMMARY.

Resolution 2012-24, A RESOLUTION APPROVING PUBLICATION OF ORDINANCE NO. 2012-03, AMENDING SECTION 435:15 SIGN DESIGN STANDARDS AND 435:50 OFF-PREMISE SIGNS OF THE LORETTO CODE OF ORDINANCES (SIGN REGULATIONS) BY TITLE AND SUMMARY.

Resolution 2012-25, A RESOLUTION APPROVING PUBLICATION OF ORDINANCE NO. 2012-04, AMENDING SECTION 435 OF THE LORETTO CODE OF ORDINANCES (SIGN REGULATIONS) ADDRESSING ELECTRONIC GRAPHIC DISPLAY (DYNAMIC DISPLAY) SIGNS BY TITLE AND SUMMARY.

Motion carried unanimously.

Leuer inquired and was granted permission to work with the Lion's on their future sign application.

**The Planner was dismissed at 7:11 p.m.**

### **RESOLUTIONS 2012-26 through 2012-28**

#### **Resolution 2012-26, Accepting Donations**

On a motion by Neumann, seconded by Lohr, to approve Resolution 2012-26, A RESOLUTION ACCEPTING DONATIONS FROM AREA RESIDENTS AND BUSINESSES FOR THE LORETTO FUN FEST.

Motion carried unanimously.

Resolution 2012-27, Honoring Herb Koch

On a motion by Lohr, seconded by Neumann, to approve Resolution 2012-27, A RESOLUTION RECOGNIZING HERB KOCH'S INDUCTION AS A MEMBER OF THE MINNESOTA AMATEUR BASEBALL HALL OF FAME AND AS A COMMUNITY LEADER FOR THE CITY OF LORETTO

Koch was presented with the Resolution thanked the city for their support.

Motion carried unanimously.

Resolution 2012-28, Approving Bids for Stormwater Project

Leuer gave a brief report on the bid opening and that the low bid was by New Look out of Elk River.

Summary of discussion:

The reason for the maintenance road in the bid (*for easy access to maintain the pond*); Callies to research potential reduction to the electric portion of the bid due to the existing franchise agreement with Xcel Energy.

On a motion by Lohr, seconded by Pedersen, to approve Resolution 2012-28, A RESOLUTION ACCEPTING BID FOR THE LORETTO CREEK WATER QUALITY IMPROVEMENT PROJECT.

Motion carried unanimously.

Leuer informed the Council that New Look (the low bidder on the major project) was the high bidder on the city ditch portion. Due to the fact that this was an optional bid for the contractors to bid and the average bid was approximately \$14,000, this was pulled from the project. Leuer checked with a different vendor that would charge \$6,000 to do the excavating and the city would be responsible for trucking. Instead, Leuer will be working with the surrounding cities of Corcoran and Medina within the Equipment Sharing Program to save costs. However, he requested that funds be approved in case the Equipment Sharing Program doesn't materialize.

On a motion by Pedersen, seconded by Neumann, to authorize an expenditure from budgeted funds of up to \$6,000 for the maintenance of the ditch cleaning on the south end of the ball park.

Motion carried unanimously.

**REDEVELOPMENT COMMITTEE ITEMS**

Minutes

The Council reviewed the 9/25/12 Redevelopment Minutes.

No action taken.

Other

Lohr informed the Council that the soil borings should be conducted within the week. The brochure has been delayed until after the 1<sup>st</sup> of the year as it is not part of the grant and no need to get it out this early. He may be coming back with a request to fund the brochure in the future.

## **INFORMATIONAL ITEMS**

### Recycling Update

No information brought forward.

### West Hennepin Auto Fence Update

Lohr briefed the Council on the meeting that took place on September 26 with representatives of West Hennepin Auto, the Koecheler's, Mayor Koch, Council member Lohr and public works staff regarding the fence. At that meeting, West Hennepin Auto agreed to bring the fence into compliance with City Code. Pictures were provided at tonight's council meeting by West Hennepin Auto indicating current compliance with the 6' height requirement of City Code. The Code Enforcement Officer had previously provided a memo to the Council dated 9/18/12 that indicated the heights on that date.

Council consensus was to direct the Code Enforcement Officer complete a formal final compliance review report at the November meeting which will be sent to West Hennepin after Council review.

### NIMS Scheduled Training

Leuer informed the Council that in order to receive FEMA dollars if a tragedy were to happen in Loretto, Council and staff need this training. Currently, city staff and one Council member have the training. Training dates of November 20<sup>th</sup> or January 30<sup>th</sup> are scheduled in Long Lake to bring local governments into compliance.

### Fun Fest Update

The Council reviewed the 9/26/12 Fun Fest Notes. The Council thanked staff and the committee for their work on this and for the volunteer hours that were donated.

### Holiday Train Update

Date has been set for Thursday, December 13<sup>th</sup> at 4:15. The Holiday Train Committee will begin their meetings to organize the event.

## **MONTHLY REPORTS**

### **City Hall**

There was a lengthy discussion regarding the purchase of tables and chairs. Consensus was to approve \$2000 toward the purchase from any vendor.

**\*\*\*\*\* The Attorney was dismissed at 7:50 p.m. \*\*\*\*\***

### **Streets**

Leuer informed the Council that Public Works Directors from the cities of Corcoran, Loretto, Medina, and Delano will rank the Loretto streets based on a score sheet devised by the engineers. Wenck will train them on the scoring and then the Council will get the rating at a future meeting.

Lohr inquired of doing soil borings prior to any type of patchwork in the future.

### **Water**

No items brought forward.

### **Wastewater**

#### I&I Equipment Purchase

On a motion by Lohr, seconded by Pedersen, to approve the quote of \$5,719.00 for purchase of ISCO Model 2150 Flow Modula with 2191 Battery Module with area velocity sensor, cable, battery holders and carrying handle to NWPE.

Motion carried unanimously.

Leuer will begin discharging the wastewater ponds on Friday, October 12<sup>th</sup> and continue until October 28<sup>th</sup>. This reduces the ponds 6" per day as per MN PCA requirements. Lohr inquired of a financial engineering plan for the work that Wenck will be doing on various projects within the city.

**Parks**

Hennepin County Youth Sports Grant

The grants were submitted and notification awards be known at the end of November.

**Storm water**

No items brought forward.

**FINANCIAL**

October Bills

On a motion by Koch, seconded by Pedersen, to approve electronic check #'s 1243E-1266E and paper checks 19965-19993 for a grand total of \$36,875.79.

Motion carried unanimously.

Monthly Balance Sheet and the YTD Report

Council reviewed the Monthly Balance Sheet dated 10/5/12.

No action taken.

**ADJOURN**

On a motion by Neumann, seconded by Lohr, to adjourn at 8:15 p.m.

Motion carried unanimously.

**ATTEST:**

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Cynthia J. Patnode, City Clerk

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Kent Koch, Mayor