

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
October 11, 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 and John Neumann

Council Member Henry Pepin arrived at 7:49 p.m. and was marked "not present" on any item voted upon before that time.

Also present: City Attorney Paula Callies, Medina Police Officer Kevin Boecker, Public Works Director Jeff Leuer, City Clerk Treasurer Mary Schneider.

There were 3 people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved as submitted.

4. APPROVE MINUTES

On a motion by Girk, seconded by Daniels, to approve the September 13, 2016 City Council Meeting Minutes as submitted.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Council reviewed the September police report. Officer Kevin Boecker was available for questions. No questions were asked.

6. CONSENT AGENDA

- a. Resolution 2016-25, Appointing Additional Election Judges

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

7. ACTION/PLANNING

- a. Ordinance Review – Section 420.55, NONCONFORMITIES

City Attorney Callies gave a brief explanation of the city code regarding nonconformities (420:55), specifically Subdivision 1(d) which allows expansion that does not exceed fifty percent of the assessed value of the property. Callies noted nonconformities typically come about when changes to the zoning ordinances occur. There are different types of nonconformities such as setbacks or other land related issues and then there are nonconforming uses such as a residential use in a commercial zoning district or an industrial use in a commercial zoning district. Callies stated some clarifications to the code are recommended because the code as currently written allows for unlimited expansion if the property owner chooses to do so repeatedly using Section 420:55, Subd. 1(d).

Callies noted the issue of expanding a legal nonconformity was brought forward by Mike Kelly of Eagle Mouldings who is interested in expanding his business which is an industrial use in a commercial zoning district.

Council Member Neumann inquired if it would be possible to rezone the property. Callies stated that is possible.

Council directed staff to research possible changes to the ordinance and bring back recommendations to the November meeting.

Council also directed staff to invite City Planner Bob Kirmis to attend the November meeting.

Eagle Mouldings owner Mike Kelly addressed the Council asking how long his nonconforming use would be allowed. Callies explained that as long as the nonconformity is not discontinued for a period of more than one year, the nonconformity is allowed to continue indefinitely.

- b. Proposal for Preliminary Engineering Tasks – Wastewater Project – Project Engineer Peter Daniels
Public Works Director Leuer presented a proposal for engineering design for the connection to the MCES regional sewer system. Leuer noted an earlier scope of work was approved by the Council on May 10th and that work is underway. Leuer stated the biggest part of this proposal is the water balance test on existing Pond 1 to determine if it can be used as storage during high flow events.

Wenck Engineer Peter Daniels addressed the Council regarding the water balance test stating the test could not begin till next spring after the ice clears. Daniels noted the work plan and compliance schedule work can start right away.

Leuer noted by doing this preliminary work at this stage it gives the City the opportunity to make good educated decisions on how to move forward.

On a motion by Koch, seconded by Daniels, to approve the September 7th Proposal for Preliminary Engineering tasks four through nine with an estimate of \$30,600 plus the cost of attending additional meetings.
Motion carried unanimously.

- c. Seasonal Employee Proposal
Public Works Director Leuer presented a proposal for a winter seasonal employee position.

On a motion by Neumann, seconded by Daniels, to approve hiring Jake Leuer for a seasonal public works/snow plowing position to begin on November 11th, 2016 and end on February 28th, 2017 with a maximum of twenty hours per week.
Motion carried unanimously.

- d. Met Council Reform Work Sessions
Council reviewed. No action taken.

8. INFORMATIONAL ITEMS

- a. Fun Fest Update
Clerk Treasurer Schneider reported the Fun Fest Planning Committee held a wrap-up meeting on September 27th. Schneider stated the committee voted unanimously to make a recommendation to the City Council that any residual city budgeted funds be set aside for future city beautification. Schneider also reported the following ideas for 2017: Melissa Markham volunteered to put together a plan for a t-shirt design contest and bring it to the April kick-off meeting; move softball challenge to Bob Koch field; get a wireless sound system for announcements; looking for ideas for adult activities; have fire trucks displayed; City Council could have a bigger presence, perhaps take shifts at the city booth and be available for residents to ask questions and get to know their city council members.

- b. Recycling Grant Requirements Progress Report
Council reviewed. No action taken.
- c. State Approval of Flood Plain Ordinance
Council reviewed. No action taken.

9. MONTHLY REPORTS

- a. City Hall
No items were brought forward.
- b. Streets
No items were brought forward.
- c. Water
No items were brought forward.
- d. Wastewater
Public Works Director Leuer reported the sewer ponds are at maximum capacity due to the heavy rains received in late September. Leuer stated he started discharging the ponds on Saturday, October 1st.
- e. Parks
 - 1) Lions Park Improvements
Council Member Neumann reported on a meeting held between Lions Club representatives, the City's Parks Committee and Public Works Director Leuer. Neumann stated the Lions are looking to do upgrades to the building at the Lions Park to attract more use. The Lions had been proposing to do about \$15,000 in upgrades and asking the City to do work costing about \$3,500. Running water is a big issue and could attract more use of the park and park building. That proposal was for work to be done this fall using funds the Lions were looking to donate. The Lions have withdrawn their proposal because it was time sensitive and they needed to donate those funds by a certain date. Neumann stated there was discussion about the possibility of building a new building instead of making repairs to the old building.

Council Member Pepin arrived at 7:49 p.m.

Council consensus was for Council Members to start putting together ideas for future use and improvements of city properties, including city parks and for a long-term plan to be created. Council directed staff to send out to all Council Members an electronic version of the Comprehensive Parks Plan that was prepared by Wenck in 2014 for Council Members to review.

Council Member Pepin stated that he would like to volunteer to be on a citizens group to work on this project in 2017.

Pepin asked for an update on damage to the softball park concession stand from the flooding in late September. Leuer stated the sheet rock was damaged. Leuer also reported the sewer line from the softball concession stand to the lift station became plugged with sludge and had to be jetted. Leuer stated this problem came to light just today. Leuer stated the only other damage down at the softball park was the loss of some field chalk.

- 2) Hennepin Youth Sports Program - 2017 Facility and Fall Equipment Grants
Council discussed options for applying for an equipment grant through the Hennepin Youth Sports Program. Mayor Koch proposed applying for a batting cage replacement with a maximum of \$10,000.

Koch noted there is also a playground grant and volunteered to look into this opportunity.

Council directed Public Works Director Leuer to submit an application for a batting cage replacement up to \$10,000 through the Hennepin Youth Sports Equipment Grant Program.

f. Stormwater

- 1) Pioneer-Sarah Creek Watershed Commission – Process to Bring Forward CIPs
Council reviewed. No action taken.
- 2) Pioneer-Sarah Creek Watershed Commission – Community Conversation Event
Council reviewed an invitation to the next Community Conversation Event on November 2nd, 6:00-8:30 at Independence City Hall.

10. FINANCIAL

a. October Bills

On a motion by Koch, seconded by Neumann, to approve electronic check numbers 2437E-2461E and paper check numbers 21833-21866 for a grand total of \$119,927.67.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

11. OTHER

Mayor Koch noted three upcoming events, including the Loretto Fire Department Open House on Saturday, October 15th from 4:00-8:00 p.m.; the Lions Halloween party at the Lions Park on Saturday, October 22nd from 11:00 a.m. to 1:00 p.m.; and the Holiday Train stop in Loretto on Sunday, December 11th. Koch stated he hasn't been notified yet what time the train will be in Loretto this year.

Koch stated he will not be able to attend the Northwest Hennepin League of Municipalities meeting that will be held at the Choo Choo on Wednesday, October 12 at 6:30 p.m. Council Member Daniels stated she can attend in Koch's place.

Council Member Girk reported she is working on finding out contact information for the bank which owns 165 Crestview Lane, stating the foreclosure process is slow and ambiguous.

12. ADJOURN

On a motion by Girk, seconded by Pepin, to adjourn at 8:20 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor