

**City of Loretto**  
**Minutes of Regular City Council Meeting**  
**279 N. Medina Street, Council Chambers**  
**November 10, 2015**

**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, Henry Pepin and John Neumann.

Also present: City Attorney Paula Callies and City Clerk Treasurer Mary Schneider.

There were seven people in the audience who arrived at 7:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. SET AGENDA**

The agenda was approved with the following changes:

- Add **Park Grants** under **Parks** as item **2)**
- Add **Sample of Proposed Levy and Tax Notification** under **Informational** as item **f.**

**4. APPROVE MINUTES**

On a motion by Koch, seconded by Girk, to approve the October 13, 2015 City Council Meeting Minutes as submitted.

Motion carried unanimously.

**5. MEDINA POLICE REPORT**

There was no officer present. Council reviewed the report submitted. No action taken.

**6. CONSENT AGENDA**

- a. Resolution 2015-19, Emergency Management Plan
- b. Contract Renewal – Siren Maintenance
- c. Holiday Decorations Placement

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

Motion carried unanimously.

**7. ACTION/PLANNING**

- a. Resolution 2015-21, Rate Increase for Randy's Environmental Services

On a motion by Neumann, seconded by Daniels, to approve Resolution 2015-21, A RESOLUTION APPROVING RATE INCREASE FOR RANDY'S ENVIRONMENTAL SERVICES.

Motion carried unanimously.

- b. Pledge of Allegiance

Council Member Girk stated she had concerns on how action was taken on this item during the October council meeting because it hadn't been on the agenda. Girk requested that any item brought up at a council meeting that wasn't on the agenda ahead of time be carried over to a subsequent meeting so council members and the public have time to consider the issue before action is taken.

- c. LMCC Audio/Visual Support Program

Clerk Treasurer Schneider reviewed a new program through the LMCC for improvements to member cities' audio/visual technology. The LMCC allocated funds for each member city to use on approved projects by year end 2019. Schneider noted Loretto's allocated amount is \$2,120 and that it is a one-

time allocation, no additional funds should be expected. Council directed Schneider to contact the LMCC to get more information on an audio system and on an LCD projector and screen.

d. Budget Discussion

1) City Hall Security

Clerk Treasurer Schneider presented an estimate for city hall security improvements and requested an increase in the capital improvement line item for this project from \$2,000 to \$3,000. Council directed Schneider to make the change to the budget to be presented for final approval at the December 8<sup>th</sup> council meeting and to prepare a resolution for approval of the project at the January council meeting.

2) Staff Benefits

Clerk Treasurer Schneider requested direction from Council on whether or not to keep the thirty-hour per week employees' additional compensation benefit in the 2016 budget. Schneider noted that keeping the benefit in the budget would leave the option open to further investigate this benefit in 2016. Council directed Schneider to keep the benefit in the 2016 budget to be presented for final approval at the December 8<sup>th</sup> council meeting.

Mayor Koch presented a proto-type of a budget tool to track spending in the different departments and funds. Council directed staff to complete the report for the Parks Department and bring back to the December council meeting.

e. Organics Recycling Grant

Council Member Girk noted the City received an organics grant from Hennepin County based on the number of households participating in the Blue Bag Organics program. Girk presented a proposal to reward current participants of the Blue Bag Organics program with a \$25 rebate on their utility bill.

On a motion by Girk, seconded by Daniels, to approve a \$25 rebate to current participants in the Blue Bag Organics program with the remainder of the grant funds to be used to promote organics recycling.

Motion carried unanimously.

f. Fire Department Grant Letter of Support

On a motion by Girk, seconded by Neumann, to approve sending a letter of support for the Fire Department's shared services grant application.

Motion carried unanimously.

g. Seasonal Employee for Snow Plowing

On a motion by Neumann, seconded by Daniels, to approve hiring Jake Leuer for a seasonal position for the period of December 7<sup>th</sup>, 2015 through February 28<sup>th</sup>, 2016 for the purpose of plowing snow and other duties as needed.

Motion carried unanimously.

**8. INFORMATIONAL ITEMS**

a. Quiet Zone

Council Member Girk and Mayor Koch reviewed the Quiet Zone progress to date. Five residents addressed the Council regarding a Quiet Zone in Loretto.

Tom Grinnell, 155 Albert Street: stated concerns about disturbed sleep due to the train noise; would like to see a breakout by valuation for property owners for the costs of the project; property values decreased due to the train noise; very loud for families living close to the tracks and for patrons of businesses close to the tracks; would like to see the City pursue this improvement if it is financially feasible.

Loren Vieau, 180 Meadow Drive: stated concerns about needing to sleep with ear plugs due to train noise; train noise frightening grandchildren; increased number of trains; the increased length of the trains and increased noise.

Tim Spaulding, 180 Hillview Lane: stated concerns about the train horn interrupting the mass at Sts. Peter and Paul church; very loud in the adoration chapel; can't have windows open in the summer; would like to see the Quiet Zone pursued and information shared with the community as the project progresses.

Mary Cavanaugh, 195 Loretto Street: stated concerns for real estate values (as a Real Estate Agent); train noise a big deterrent when trying to sell homes in Loretto; would like to see a breakout of what it would cost for residents.

Tom Van Beusekom, 155 Elsen Street: stated concerns about the higher number of trains coming through town; the city could enlist the help of a professional to figure out numbers; would like the City to reach out to legislators for help.

The Council thanked the residents for coming to express their concerns.

Mayor Koch presented a spreadsheet he put together laying out options for Quiet Zone cooperative efforts between the cities of Loretto, Medina and Independence. Koch requested feedback from the Council and stated he plans to send this information out to the other cities for consideration by their councils.

b. Holiday Train Update

Clerk Treasurer Schneider stated the planning committee met on October 29<sup>th</sup> to begin planning for the December 12<sup>th</sup> event. Schneider stated the committee focused on safety concerns and what can be done to improve parking and shuttle options due to the event being on a Saturday again this year.

c. Fire Department Third Quarter Report

Council reviewed. No action taken.

d. Recycling Grant – Second Half

Council reviewed. No action taken.

e. Medina Celebration Day Thank You

Council reviewed. No action taken.

f. Sample of Proposed Levy and Tax Notification

Council reviewed. No action taken.

**9. MONTHLY REPORTS**

a. City Hall

1) Complaint/Concern/Request/Suggestion

Clerk Treasurer Schneider reported an email was received recommending recognition in the newsletter for Herb Koch and his family for the volunteer efforts they make especially for the upkeep of the ballfields. Council consensus was to add a Thank You section in the newsletter and website and spotlight a new volunteer each quarter.

b. Streets

No items were brought forward.

c. Water

No items were brought forward.

d. Wastewater

1) MCES Update

Council reviewed a memo from Public Works Director Leuer. No action taken.

e. Parks

1) LCAA Yearly Expense Statement  
Council reviewed. No action taken.

2) Park Grants  
Council Member Neumann stated that he appreciated the work the LCAA does in applying for grants. Neumann stated that, in the future, he would like to see better communication from the LCAA during the planning stages for Hennepin County Youth Sports grant applications.

f. Stormwater

1) Watershed Community Conversation  
Council reviewed. No action taken.

City Attorney Callies reviewed requirements for posting notices for city meetings at which a quorum of the city council may be present, specifically at civic event planning meetings.

## **10. FINANCIAL**

a. November Bills

On a motion by Koch, seconded by Pepin, to approve electronic check numbers 2162E-2187E and paper check numbers 21378-21411 for a grand total of \$51,864.27.  
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed.  
No action taken.

## **11. OTHER**

## **12. ADJOURN**

On a motion by Pepin, seconded by Daniels, to adjourn at 8:48 p.m.  
Motion carried unanimously.

## **ATTEST:**

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Mary K. Schneider, City Clerk Treasurer

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Kent Koch, Mayor