

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
November 13, 2018

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, Melissa Markham, John Neumann and Brian Sevigny.

Also present: City Attorney Paula Callies, Medina Police Chief Ed Belland and City Clerk Treasurer Mary Schneider.

There were two people in the audience.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved with the following changes:

- Under City Hall, add item 2) Storage Space

4. APPROVE MINUTES

On a motion by Sevigny, seconded by Daniels, to approve the October 9, 2018 Regular City Council Meeting Minutes as submitted.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Police Chief Ed Belland presented the October Police Report, noting 145 total calls for service, of which 118 were general patrols. Belland noted there were a number of thefts in the area that involved unlocked vehicles and reminded everyone to lock doors of homes and vehicles.

Belland reported Officer Andrew Scharf was sworn in at the most recent Medina city council meeting and stated he is a really good officer in the Department. Belland also stated the Department will be hiring a second part-time Community Service Officer (CSO). Belland noted the CSO's handle animal complaints, setting up IT in squad cars, delivering packets and many other duties, freeing up the other officers to handle higher level duties.

Belland spoke about digital speed signs, noting the use of these has helped with reducing speeding in locations in Medina. Belland suggested the City could try for a CenterPoint Energy Community Partnership grant for this item and noted the price of the signs has come down to about \$2,500 each.

Belland noted the Council will be considering a Hazard Mitigation Plan in the Consent Agenda. Every city in Hennepin County is included in the 822 page Plan, Loretto's information is found in Volume 3 pages 124-126. Belland stated Mitigation is one of the four parts of Emergency Management. When there's a disaster, federal funds are allocated. Funds that are not used are put aside for Mitigation projects. Loretto has a storm shelter in the Plan as well as stormwater issues and could apply for funds for these projects in the future.

6. OPEN FORUM

No one came forward to speak during the open forum.

7. CONSENT AGENDA

- a. Resolution 2018-45, Hennepin County Pictometry User Agreement
- b. Resolution 2018-46, Hennepin County All-Hazard Mitigation Plan
- c. Resolution 2018-47, Fun Fest Donation
- d. Resolution 2018-48, Designating 2019 Polling Location
- e. Audit Agreement

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

Motion carried unanimously.

8. ACTION/PLANNING

- a. Organics Recycling Rate Structure Proposal

Jim Wollschlager of Randy's Environmental Services presented a rate structure proposal for organics recycling. Currently, Loretto is on an opt-in program in which residents are billed additional costs for participation when they sign up. Wollschlager presented a proposal giving two options in which the organics recycling fee is included in the overall residential recycling fee. When residents sign up for organics recycling, there is no additional cost to participate because everyone is already paying for the service as part of the recycling fee. The first option would add two dollars to the residential recycling fee. The second option would add one dollar to the residential recycling fee the first year, then a second dollar the second year as part of a ten-year contract renewal. In the second option, Randy's would forego the CPI rate increase in year two.

Council directed Schneider to bring an agreement with Option 1 organics rate structure changes to the December council meeting for consideration.

- b. Resolution 2018-49, Canvass of Municipal Election

On a motion by Sevigny, seconded by Markham, to approve Resolution 2018-49, A RESOLUTION APPROVING CANVASS OF RETURNS AND DECLARING THE RESULTS OF THE MUNICIPAL ELECTION HELD ON NOVEMBER 6, 2018.

Motion carried unanimously.

- c. Townline Road Quiet Zone Request for Preliminary Engineering

Mayor Koch stated the Townline Road crossing is unique in that it effects Loretto, especially with the westbound train whistle blowing, but is on the border of Medina and Independence. Koch stated the flat fee for Canadian Pacific (CP) Rail to design and spec out the preliminary engineering for quiet zone crossing improvements is \$5,000. Medina and Loretto worked together on the state funding efforts, with support from Independence. Independence has reported they do not have funding budgeted for crossing improvements, so they are not willing to commit to sharing in the cost of the preliminary engineering. Medina has committed to sharing one third of the cost, leaving \$3,400 for Loretto to cover. Independence has been getting some feedback from their residents against the changes because of concerns that farm equipment wouldn't be able to fit through the improved crossing.

Koch explained that a quad gate-system may be an option because it doesn't require a center median. Koch also noted the state bonding bill funding language requires safety improvements at the Townline Road crossing, as well as the Loretto crossing.

On a motion by Sevigny, seconded by Markham, to approve up to \$5,000 spending to participate in a Preliminary Engineering Agreement from CP Rail for Quiet Zone improvements at the Town Line Road crossing with a recommendation that the quad gate system be the starting point unless guided by CP Rail to another alternative that would be AG compliant (allows farm machinery to pass through the crossing.)
Motion carried unanimously.

9. INFORMATIONAL ITEMS

- a. Holiday Train Update
Clerk Treasurer Schneider reported the Holiday Train kick-off planning meeting took place on October 17th. Since then staff has been working on gaining permission from property owners for the use of parking lots for the event, securing shuttle service from Stahlke Bus, who have generously donated their services again this year. The poster will go out to planning committee members for approval tomorrow. Once that is complete marketing will begin in earnest. A group of committee members will meet at noon on November 27th to decorate the holiday trees, which the Loretto Lions have generously agreed to donate again this year. Schneider stated the next planning meeting will be at City Hall at noon on December 5th. Schneider reported much of the planning communications have been taking place via email since the kick-off meeting on October 17th.
- b. Holiday Tree Placement
Council reviewed. No action taken.
- c. Hennepin County Proposed Property Tax - Sample 2019 Truth in Taxation Letter
Council reviewed. No action taken.
- d. Representative Hertaus Letter, Dedicated Street Funding
Council reviewed. No action taken.
- e. Medina Celebration Day Letter of Thanks
Council reviewed. No action taken.

10. MONTHLY STAFF REPORTS

- a. City Hall
 - 1) Additional Meeting Logs
Clerk Treasurer Schneider requested logs of additional meetings attended over the past year be turned in by December 3rd so annual compensation checks may be processed in time for the December council meeting.
 - 2) Storage Space
Council reviewed options for additional storage and office space at the Loretto Office Park. Council directed Schneider to bring back square footage information to the December council meeting for further discussion.
- b. Streets
No items were brought forward.
- c. Water
No items were brought forward.
- d. Wastewater
No items were brought forward.

e. Parks

1) Hennepin Youth Sports Facility Grant (HYSFG) Update

Mayor Koch reported the field sodding and cutting is complete and dugout roofs are on and the contractor is working on finishing off the project. Koch stated the ramp is also complete.

2) Lions Park Building Update

Mayor Koch reported he is working on getting more information from the Morton building sales representative.

f. Stormwater

No items were brought forward.

11. MAYOR AND COUNCIL REPORTS

No reports were given.

12. FINANCIAL

a. November Bills

On a motion by Koch, seconded by Daniels, approving electronic check numbers 3027E-3055E and paper check numbers 22854-22901 for a grand total of \$119,843.94.
Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

13. ADJOURN

On a motion by Sevigny, seconded by Markham, to adjourn at 8:07 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor