

City of Loretto
Minutes of Regular City Council Meeting
279 N. Medina Street, Council Chambers
November 15, 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.

Member excused: Council Member Henry Pepin

Also present: City Attorney Paula Callies, City Planner Bob Kirmis, Public Works Director Jeff Leuer, City Clerk Treasurer Mary Schneider.

There were two 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 October 11, 2016 City Council Meeting Minutes as submitted.

Motion carried unanimously.

5. MEDINA POLICE REPORT

Council reviewed. No action taken.

6. ACTION/PLANNING

a. Ordinance Review, Section 420.55, NONCONFORMITIES

City Planner Bob Kirmis reviewed information provided in a memo prepared by City Attorney Callies and himself. Kirmis explained that the primary issue is expansion of a nonconforming use and identified reasons to have nonconforming regulations in a city code. Kirmis explained that state law dictates that any legal nonconformity has a right to continue and a city may, by ordinance, permit an expansion or impose upon nonconformities reasonable regulations to prevent and abate nuisances and to protect the public health, welfare, or safety. Kirmis noted Loretto's current nonconformities code allows for expansion, but the term expansion is not defined. The code allows expansion only if the estimated cost does not exceed fifty percent of the assessed value of the property, but does not limit the number of expansions. Loretto's code does not differentiate between a nonconforming use and structural nonconformities.

Callies noted regulating nonconformities is also meant to help phase out the nonconformity and bring the property more in line with the city's comprehensive plan and vision for the future of the city. Callies and Kirmis presented a draft ordinance amendment that would define expansion, would allow some expansion of structural nonconformities by council approval and would not allow the expansion of a nonconforming use. Callies stated this is a policy decision for the Council to consider.

Council reviewed the current zoning map. Council Member Girk stated the current zoning is not realistic to Loretto's actual situation and not realistic to the business and property development climate. Girk stated she would like to see the Council work with thriving businesses who want to stay in Loretto, such as Eagle Mouldings.

Kirmis suggested the Council could, by ordinance amendment, add Light Industrial as a conditional use in the General Commercial zoning district. This would allow a business to apply for a conditional use permit.

Council directed Kirmis to draft an ordinance amendment adding Light Industrial "with conditions" as a conditional use in the General Commercial district and have it ready for Council to review at the December council meeting.

b. Resolution 2016-26, Canvass of Municipal Election

On a motion by Girk, seconded by Daniels, to approve Resolution 2016-26, A RESOLUTION APPROVING CANVASS OF RETURNS AND DECLARING THE RESULTS OF THE MUNICIPAL ELECTION HELD ON NOVEMBER 8, 2016.

Motion carried unanimously.

c. Wastewater Permit Compliance Schedule

On a motion by Koch, seconded by Neumann, to approve the wastewater permit compliance schedule as submitted.

Motion carried unanimously.

d. Contract Renewal, Siren Maintenance

On a motion by Girk, seconded by Neumann, to approve the siren maintenance contract renewal with Embedded Systems, Inc. as submitted.

Motion carried unanimously.

7. INFORMATIONAL ITEMS

a. Holiday Train Update

Clerk Treasurer Schneider reported the Holiday Train planning committee had their kick-off meeting on October 25th. Most activities from 2015 will be back again this year, including Santa and reindeer visits, hospitality by LORAM, KRWC, RE/Max hot air parade blower and kiddie train rides. Schneider stated some new ideas include having people dressed up in costume roaming the crowd, perhaps Frosty the Snowman or the Grinch; Love, INC will be doing a winter clothing drive with Eagle Mouldings participating and being a drop site; 21st Century Bank (\$1,500) and Eagle Mouldings (\$2,500) are both doing matching donations, donate at the bank to get the match. Schneider stated the next planning meeting is scheduled for Thursday, November 17th, noon at City Hall.

b. Hennepin County Organics Grant Award

Clerk Treasurer Schneider reported the City was awarded an organics grant of one hundred eleven dollars and noted the amount was determined by the number of participants in the Blue Bag Organics program. Schneider stated Loretto has sixteen participants.

On a motion by Girk, seconded by Daniels, to use the organics grant to fund a five dollar rebate per existing Blue Bag Organics participant and use the remaining funds to educate residents on the program.

Motion carried unanimously.

c. Hennepin County Recycling Grant Funding Policy

Council directed staff to create a newsletter article educating the public about the upcoming changes to the Hennepin County recycling grant funding policy, noting the county is moving towards funding grants for organics recycling whereas in the past the grant funding policy was focused on residential recycling of items such as paper, tin, glass, aluminum and plastics.

- d. Xcel Energy Letter RE: LED Street Lights
Council reviewed. No action taken.
- e. Medina Celebration Day Thank You
Council reviewed. No action taken.
- f. Petroleum Tank Release Site File Closure, 145 Railway Street East
Council reviewed. No action taken.

8. MONTHLY REPORTS

- a. City Hall
 - 1) Additional Meeting Logs
Clerk Treasurer Schneider requested council members submit additional meeting lists for 2016 by December 2nd.
- b. Streets
No items were brought forward.
- c. Water
No items were brought forward.
- d. Wastewater
No items were brought forward.
- e. Parks
 - 1) Comprehensive Park Plan Review
Council discussed various ideas for improvements to the city's parks, including shelters, grills, trees at the neighborhood parks, the idea of converting some of the underused softball fields to soccer fields. Council also discussed looking at capital planning for all city properties and creating a visual showing the long term vision. No action was taken.
 - 2) Grant Applications Policies and Procedures
Council Member Girk stated she would like to see a plan or procedure in place for Council to review ideas for grant requests at least a few months before the application deadlines.

Mayor Koch called for a five minute recess at 8:54 due to technical videotaping issues. Koch reconvened the meeting at 8:59 p.m.

Council directed staff to place the Hennepin Youth Sports Equipment grant on the agenda schedule.

- f. Stormwater
No items were brought forward.

9. FINANCIAL

- a. November Bills
On a motion by Koch, seconded by Daniels, to approve electronic check numbers 2462E-2491E and paper check numbers 21867-21909 for a grand total of \$58,465.65.

Motion carried unanimously.

- b. Monthly Balance Sheet
Council reviewed. No action taken.

10. OTHER

Mayor Koch gave a demonstration of the Hennepin County Natural Resources Interactive Map, a resource he learned about at a Northwest Hennepin League of Municipalities meeting.

11. ADJOURN

On a motion by Neumann, seconded by Daniels, to adjourn at 9:11 p.m.
Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor