

City of Loretto
Minutes of Regular City Council Meeting
May 10, 2011

CALL TO ORDER

Mayor Koch called the meeting to order at 7:00 p.m. Members present: Mayor Kent Koch, Council members Clark Lohr, John Neumann, Tom Pedersen, and Jeff Tepfer. Also present: City Clerk Cindy Patnode, Public Works Director Jeff Leuer, City Attorney Paula Callies, Engineer Chad Isakson, and Medina Police Officer Kevin Boecker.

There were four people in the audience.

SET AGENDA

The agenda was approved as set.

APPROVE MINUTES

On a motion by Neumann, seconded by Tepfer, to approve the April 12, 2011 Minutes as submitted.

Motion carried unanimously.

MEDINA POLICE REPORT

Officer Boecker informed the Council of activities in April, stating it was a typical quiet month.

No action taken.

BACKFLOW ON SEWER PIPE

Engineer Isakson informed the Council of the new development in regards to placing pipe under County Roads that will have a financial impact on the sewer crossing project that the city was going to advance on this summer (now requires steel casing).

Council consensus was to continue to save money for this project.

FEASIBILITY STUDY INPUT – RAILWAY/ST. JOHN STREETS

Isakson informed the Council of the two scenarios before them regarding the road improvement of Railway/St. John Streets with the addition of sewer and water included with street width of 30' and 45'. He is requesting direction for the which width the Council would like to move forward on and the length of assessment (10 or 15 years) so that the feasibility study can be completed.

Discussion summary:

Contaminated soil condition drives up the cost substantially (\$158,000-\$200,000); prospect of not having curb & gutter (staff wanted concrete curb & gutter vs. asphalt as it #1 provides structural support and #2 helps with parking issues); Expected life of improvement = 20 – 30 years; Stormwater concerns – according to the watershed rules, Loretto would not incur any ponding requirements and it currently discharges into an existing (catch basin) pipe in Southwest corner into the railroad ditch, a permit may need to be obtained from the

RR if something additional is placed in their right-of-way; questioned the benefit to the property owners by extending the width to 45' (is this an added value to the assessed properties for better clearance and off-street parking?); possible financial credit for the one residential property for the difference between a 4 ton and a 9 ton road; goal is to have the same standard to all benefitting properties; possibly broaden the area to have a larger revenue source; possibility of creating a sidewalk to the Lion's park for safety reasons from Railway (the improved section) to the Lion's park (to have pedestrian connectivity); portion to assess – options before the Council are 75% or 100% of the cost to benefitting properties (Council can set a different rate); city would bond for the improvement and levy the assessments on taxes; currently the road has layers of sealcoat and it is wearing off; possibility of not doing the improvement; currently there are no water lines (improvements will increase water quality and increase fire protection); sewer lines below that section of the road have minor repairs to be made; holding off with the feasibility study; timing of the hearings if it moves forward; public input; budgeting concerns.

Callies informed the Council on the process once the feasibility study is approved and a public hearing is called; that a financial advisor would be needed for input on this project; a decision would have to be made within six months of accepting the feasibility study otherwise the process would have to be re-done.

The Council requested that the Engineer continue with the preparation of the feasibility study with the sewer and water in both variations of the street width (30' & 45') and years assessed (10 & 15) for review at the June meeting.

EQUIPMENT SHARING AGREEMENT

Leuer informed the Council that the agreement would allow Loretto to participate in equipment sharing with other cities to accomplish various public works more cost-effectively. Attorney Callies comments were noted on the agreement.

On a motion by Lohr, seconded by Tepfer, to approve the Equipment Sharing Agreement that has been drafted with the participating cities of Medina, Corcoran, Greenfield, Independence, Long Lake, Maple Plain, Orono, Rockford, Rogers, St. Michael along with Loretto and authorize the Mayor and City Clerk to sign the final document, contingent on there being no major changes from the Draft version.

Motion carried unanimously.

LIQUOR LICENSE RENEWALS

Resolution 2011-11

On a motion by Tepfer, seconded by Neumann, to approve Resolution 2011-11, A RESOLUTION APPROVING BEER AND LIQUOR LICENSES IN THE CITY OF LORETTO, MINNESOTA.

Motion carried unanimously.

Resolution 2011-12

On a motion by Lohr, seconded by Tepfer, to approve Resolution 2011-12, A RESOLUTION APPROVING BEER AND LIQUOR LICENSES IN THE CITY OF LORETTO, MINNESOTA.

Motion carried, Koch abstaining.

REDEVELOPMENT COMMITTEE ITEMS (RAC)

Minutes

Council acknowledged receipt of the RAC Minutes dated 4/28/11.
No action taken.

Other

Maxfield Research, Inc. completed their study and once the final form has been accepted, Lohr will direct staff to post on the website.

Lohr stated that they are looking to submit more grant applications regarding a Phase I Environmental Study and requested Council feedback as there will be a 25% financial match. No feedback was given.

The goal for the RAC is to act as a catalyst to attract investors/developers to this site. The property that went up for sale in this study area may wish to work with the city to move forward with the redevelopment ideology or not, there is nothing binding with that property.

Resignation of member

Lohr informed the Council of the resignation of RAC member Heidi Rosati. If any Council members are interested to be appointed, please contact Lohr. RAC members are actively looking for a replacement. However, if no one is found, they would advertise through the City website.

INFORMATIONAL ITEMS

Recycling Update

March Incentive winners: Recycling – Coffin family; Organic – Holm family.

Lake Minnetonka Communications Commission (LMCC) Residential Survey

Koch informed the Council that the LMCC will be contacting the Council again wanting the city's support in their efforts to get broadband into the area (as reflected in the survey that was conducted).

Logo Information

Council consensus was to move forward on having the logo be a type of contest that could possibly be used for city letterhead, business cards, etc. Winner will be determined by the City Council and will receive a \$100 certificate to a Loretto business of the winner's choosing. Information regarding the contest will be in the June Newsletter.

Fun Fest Status

Fun Fest Committee member Tim Pivec was present at the meeting to find out the Council's support of continuing with the Fun Fest and their level of commitment to volunteering at the event. Pivec stated that volunteers have been waning over the years.

This event started out to bring the community together and there are a few other events now that may do that same thing – National Night out, Music in the Park, Holiday Train.

The Council had a lengthy discussion regarding the Fun Fest and their role at the event.

The Fun Fest Committee meeting is scheduled for this Friday at noon.

Council consensus was to find out the interest level from the Committee members and send the Council their information and possibly seek other community organizations to step forward to take this event to the next level. The Council did not commit any volunteer time for the event although \$1500 is budgeted for 2011.

Compost Site Update

Mayor Koch informed the Council that he is actively looking for a compost site for the residents to use in town and will continue to make that a priority.

Fire Contract Update

Leuer informed the Council that a meeting date has yet to be scheduled to negotiate the Loretto Fire Contract.

***** The Attorney was dismissed at 8:48 p.m. *****

MONTHLY REPORTS

City Hall

No items brought forward.

Streets

Asphalt Repairs

Leuer will work on a road assessment plan and an assessment policy and check into Randy's using smaller trucks during road posting season.

Additional asphalt repairs are needed due to the damage done to roads by the way the frost came out this year.

On a motion by Tepfer, seconded by Neumann, to award the asphalt repairs bid to DMJ Asphalt, Inc. for the City of Loretto in the revised amount of \$26,673.

Funding to come out of the budgeted amount and then to tap into the 225 Fund for the excess.

Motion carried unanimously.

Leuer spoke about neighboring cities gathering all their road work needs and bidding as one group in 2012 to help reduce costs.

Crack filling Bid

On a motion by Lohr, seconded by Neumann, to award the crack filling bid to Gopher State Sealcoat, Inc for the City of Loretto in the amount of \$5,827.

Motion carried unanimously.

Sidewalk Inspection Report

Council consensus was to approve the sidewalk inspection report for improvement at 120 Railway Street West and to authorize staff to proceed with notifying the owner.

Council suggested Leuer look into jacking instead of replacing sidewalks in the future if feasible.

Water

Update of church water leak

Since it was determined last year that this was a private hydrant and the leak is occurring at this hydrant, the city has no financial obligation and would require the owner (St. Peter & Paul) to repair the damage. According to Leuer, the estimated cost will be \$500.

Wastewater

No items brought forward.

Parks

Softball league begins May 19th; Loretto will be hosting the subsection and sections of the Minnesota High School League the first two weekends of June.

Storm water

2010 Pioneer Sarah Creek Watershed Commission (PSCWC) Audit

The 2010 Audit for the PSCWC is available for review at City Hall.

Meeting updates

A meeting has been set up for May 19th for the regulatory agencies to do a walk-through at the Loretto Ball field site. A grant application has been denied twice for this project.

Streets (Additional)

Leuer informed the Council that he inspected a sidewalk issue prior to the Council meeting at 137 Creekview Lane where snowplowing activities damaged a drainage pipe that has led to an approximate 75' length of sidewalk that now needs repair. Council member Pedersen was also at the site looking at what repairs could be made. Leuer will work on this as a maintenance issue.

FINANCIAL

May Bills

On a motion by Lohr, seconded by Tepfer, to approve check #'s 861E-879E and 19380-19406 (voiding #19379) in the amount of \$44,760.86.

Motion carried unanimously.

Monthly Balance Sheet

Council reviewed the Monthly Balance Sheet dated 5/6/11.

No action taken.

Koch informed the Council that he received a letter from Delano Area Senior Center thanking us for financial support.

ADJOURN

On a motion by Neumann, seconded by Tepfer, to adjourn at 9:28 p.m.

Motion carried unanimously.

ATTEST:

Cynthia J. Patnode, City Clerk

Kent Koch, Mayor