



STAFF REPORT

DATE: April 7, 2020

CONSENT

TO: Honorable Mayor and City Council

AGENDA ITEM: Designate Interim Building Official

SUBMITTED BY: Jake Dickson, Assistant City Administrator

BACKGROUND:

Last year the City Council approved an open contract with MNSPECT to perform Building Official duties. After the resignation of the Building Official on March 3rd the City Council appointed Toni Liljedahl as interim Building Official. Toni does not have State Delegation, so staff is asking to have Scott Qualle (from MNSPECT) appointed interim Building Official.

ISSUE BEFORE COUNCIL:

Should the Council appoint Scott Qualle as interim Building Official?

PROPOSAL:

Scott Qualle will immediately begin performing Plan Review and serve as the interim Building Official until a long term solution is determined for the Building Department.

FISCAL IMPACT:

The fee for plan review and inspection services remain the same from prior agreements. The fee for MNSPECT to be the Building Official is \$750/week or fraction thereof.

RECOMMENDATION:

If removed from the consent agenda:

“Move to approve Resolution No 2020-037”

ATTACHMENTS:

- Resolution No 2020-037

**CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2020-037

A RESOLUTION DESIGNATING CERTIFIED BUILDING OFFICIAL

WHEREAS, the City of Lake Elmo has adopted the Minnesota State Building Code; and

WHEREAS, the City is authorized and empowered to provide administration and a certified building official is required by Minnesota State Statute for implementation; and

WHEREAS, the City of Lake Elmo has determined it is in the best interests of the City and its citizens to designate Scott Qualle to provide such services to the City immediately and until such further notice;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lake Elmo designates Scott Qualle as the Designated Certified Building Official for Lake Elmo to administer the State and Municipal Building Code,

BE IT FURTHER RESOLVED, that the City Council of the City of Lake Elmo approves the attached agreement with MNSPECT (Exhibit A) contingent upon review and approval of the City Attorney.

APPROVED by the Lake Elmo City Council on this 7th day of April, 2020.

By: _____
Mike Pearson
Mayor

ATTEST:

Julie Johnson
City Clerk