

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

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June 14, 2016

Mayor Pro Tem Gaasch called the Regular City Council meeting to order at 7:31 p.m.

Councilors present: Mary Gaasch, Roxanne Grove, Denise Hawkinson, and Lara Mac Lean.
Councilors absent: Mayor Jeff Dains.

Staff present: Heather Butkowski, City Administrator and Jim Bownik, Assistant City Administrator.

Approvals

Mayor Pro Tem Gaasch asked for changes to the meeting agenda. There being none, motion was made by Councilor Grove to approve the agenda, seconded by Councilor Hawkinson and carried unanimously.

Councilor Mac Lean moved to approve the City Council meeting minutes of May 24, 2016. Councilor Grove seconded the motion and carried unanimously.

Councilor Mac Lean moved and seconded by Councilor Hawkinson to approve the claims totaling \$97,589.50. Motion carried unanimously.

Consent

Mayor Pro Tem Gaasch asked if any Councilors wished to remove items from the Consent Agenda. There being none, Councilor Hawkinson moved and seconded by Councilor Mac Lean to recognize Gordy Beck's step increase. Motion carried unanimously.

Informational Presentations/Reports

A. June Farmers Market

Assistant City Administrator Bownik reported on plans for the June 16 Farmers Market.

Discussion / Action Items

A. Deputy Clerk-Treasurer Appointment

Butkowski reported that staff and Councilor Hawkinson had interviewed candidates and recommended Miles Cline for the position.

Motion was made by Councilor Mac Lean and seconded by Councilor Gaasch to appoint Miles Cline as the Deputy Clerk-Treasurer effective June 15, 2016 upon successful completion of the condition of employment. Motion carried unanimously.

B. National League of Cities Training Request

Mayor Pro Tem Gaasch noted that the National League of Cities will be hosting a training in the Midwest this fall. She praised the quality of the trainings and indicated she would like to go; additional councilors did as well. The consensus was that interested Councilors could attend.

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Motion was made by Councilor Grove and seconded by Councilor Hawkinson to approve councilors' participation in the National League of Cities University Summit. Motion carried unanimously.

C. International City/County Managers Association (ICMA) Conference Request

Butkowski said the annual city managers conference was being held in Kansas City, Missouri this fall. The location makes the event more affordable than usual and requested approval to attend.

Motion was made by Councilor Hawkinson and seconded by Councilor Mac Lean to approve the City Administrator's request to attend the 2016 ICMA conference in Kansas City, Missouri.

D. Cooperation with Minnesota Conservation Corps Volunteers

Butkowski update the Council on plans to bring volunteer and watershed district partners together for invasive species removal in the Nature Area. The Administrator asked for clarification on whether the Council would allow the treatment of the buckthorn stumps. Consensus was that a targeted treatment of the stumps was acceptable.

Administrator Butkowski noted the next meeting may include a legislative update by State Representatives Alice Hausman and John Marty, May Financial Report, Election Day Council Meeting Changes, Temporary Family Health Care Dwelling Ordinance, 2017 Budget, Election Judge Appointments, and Comprehensive Plan RFP

Work Session

A. Public Comment

None.

B. One-Sided Parking on Eustis Street

The Council previously discussed allowing parking on one-side of Eustis Street in anticipation of Ramsey County's repaving of Eustis Street. Due to the delay in the paving project but the benefits that could result from the one-sided parking, staff asked the Council for feedback on a proposed plan to seek community input on the concept and pursue discussion on the matter with the County. The Council agreed and staff will put notice of a public input session in the next newsletters and schedule it for the second meeting in July.

C. Comprehensive Plan Update Process

Administrator Butkowski noted that the Comprehensive Plan update is due to the Metropolitan Council before the end of 2018. The budget includes funds to hire a consultant to assist but the City will also receive a \$10,000 grant to help cover the costs. Prior to searching for a consultant, staff requested feedback from the Council on issues of interest to explore during the planning

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process. The discussion produced a number of topics that will be included in the draft RFP that staff will bring back for future Council consideration.

D. Community Update

- Administrator Butkowski reported that the Korean Service Center was building a new garage and told staff that they hoped to receive a grant to pave their parking area and improve their exterior.
- Staff are moving towards a rollout of the new financial software in mid-July.
- The Benedictine Health System conduit debt project is expected to close before the end of June.

There being no further business on the council agenda, motion was made by Councilor Hawkinson and seconded by Councilor Mac Lean, carried unanimously, to adjourn the meeting at 8:35 p.m.

Respectfully submitted,



Heather Butkowski
City Administrator