

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

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March 27, 2018

**Roll Call**

Mayor Gaasch called the Regular City Council meeting to order at 7:40 p.m.

Councilors present: Jeff Dains, Andi Moffatt, and Mayor Mary Gaasch.

Councilors absent: Kelly Dolphin and Roxanne Grove.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Miles Cline, Deputy City Clerk.

**Approvals**

Mayor Gaasch asked if there were any additions to the meeting agenda. There being none, Councilor Dains moved and seconded by Councilor Moffatt to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any changes to the meeting minutes. There being none, Councilor Dains moved and seconded by Councilor Moffatt to approve the minutes of the March 13, 2018, city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the claims totaling \$26,019.64. Motion carried unanimously.

**Consent**

Councilor Dains moved and seconded by Councilor Moffatt to approve the Consent Agenda thereby acknowledging the February Financial Report and the street sweeping proposal.

**Informational Presentations/Reports**

A. 2017 Audit Report by Adbo, Eick, and Meyers Staff

Andrew Berg of Adbo, Eick, and Meyers approached the Council to present the 2017 audited financials. Berg went through the Management Letter and the Annual Financial Report and answered questions from the Council after his presentation was complete.

B. City Council Updates

Mayor Gaasch and Councilor Moffatt attended the League of Minnesota Legislative Conference where they met with State Representative Alice Hausman to discuss street infrastructure and state aid. Mayor Gaasch added that she attended a Metro Cities Board of Directors meeting where she was nominated to be the president of the organization. Finally, Councilor Moffatt said she attended the Comprehensive Plan Open House at City Hall.

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**Discussion/Action Items**

A. Post Issuance Debt Compliance Policy

Previously, the Council entered into an agreement with Ehlers and Associates for assistance with meeting post bond issuance debt compliance requirements. At this meeting, the Council considered adoption of a Post-Issuance Debt Compliance Policy.

Councilor Moffatt moved to adopt the Post-Issuance Debt Compliance Policy as presented. The motion was seconded by Councilor Dains and carried unanimously.

B. Proposal for Phase II Subsurface Investigation at 1795 Eustis Street

The Javelin Group completed the Phase I report, and based on their research, they are recommending a Phase II to look more in depth at a couple of items including the soil around the fuel oil tank that was removed in the 1990s and soil vapors.

Councilor Moffatt moved to hire The Javelin Group to complete a Phase II Subsurface Investigation at 1795 Eustis Street. The motion was seconded by Councilor Dains and carried unanimously.

C. Rental Housing Ordinance Revisions

Butkowski stated that the draft rental housing ordinance was sent to rental property owners at the beginning of March. Owners were asked to return comments on the draft by March 20. Staff is still working on revisions with the city attorney and adoption is expected in the near future.

**Set Agenda for Next Meeting**

Administrator Butkowski stated that the next council meeting may include the results of the April 10 bond sale for purchase of 1795 Eustis Street and Rental Housing Ordinance revisions.

**Work Session**

A. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to anyone in attendance that wanted to address the Council. There being no interested parties to speak, Mayor Gaasch closed the floor.

B. Community Development Update

Butkowski informed the Council that she met with the Fulham Street neighbors regarding the land use designation for the Luther Seminary property, she completed the bond rating interview and is awaiting the results, and Ramsey County called to discuss Eustis Street.

**Adjournment**

Councilor Dains moved and seconded by Councilor Moffatt to adjourn the meeting at 8:10 p.m. Motion carried unanimously.

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Respectfully submitted,

A handwritten signature in cursive script that reads "Miles Cline".

Miles Cline  
Deputy City Clerk