

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

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April 24, 2018

**Roll Call**

Mayor Gaasch called the Regular City Council meeting to order at 7:30 p.m.

Councilors present: Jeff Dains, Andi Moffatt, Kelly Dolphin, Roxanne Grove, and Mayor Mary Gaasch.

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 Moffatt moved and seconded by Councilor Grove 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 Grove to approve the minutes of the April 10, 2018, city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Grove moved and seconded by Councilor Moffatt to approve the claims totaling \$22,743.59. Motion carried unanimously.

**Informational Presentations/Reports**

A. City Council Updates

Mayor Gaasch stated that she was voted President of the Board of Directors for Metro Cities at their annual meeting. Mayor Gaasch also said she would be meeting with Governor Dayton regarding the organization of the Metropolitan Council on April 25. Councilor Grove attended the Ramsey County League of Local Governments meeting.

**Public Hearings**

A. Rental Housing Ordinance Revisions – Ordinance No. 18-01

Butkowski highlighted the changes being proposed which largely allow staff to be more efficient in running the licensing program. This ordinance has been in process for some time to craft a response to issues at some rental properties. The rental housing ordinance was reviewed by the city attorney and is ready for adoption.

Mayor Gaasch opened the floor at 7:40 p.m. to anyone in attendance that wanted to address the Council on this matter. There being no interested parties to speak, Mayor Gaasch closed the floor at 7:41 p.m.

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Councilor Grove moved to adopt Ordinance No. 18-01 Amending the Code of Ordinances regarding Rental Housing Provisions. The motion was seconded by Councilor Dolphin and carried unanimously.

**Discussion/Action Items**

A. Resolution 042418A – Authorizing Publication of Ordinance No. 18-01 by Title and Summary.

Along with the rental housing ordinance is the resolution that would allow publication by title and summary as the ordinance is 25 pages long.

Councilor Moffatt moved to adopt Resolution No. 042418A – A Resolution Authorizing Publication of Ordinance No. 18-01 by Title and Summary. The motion was seconded by Councilor Grove and carried unanimously.

B. Fee Schedule Amendments

The final item in regards to the rental housing ordinance was the proposed changes to the fee schedule to match the new ordinance.

Councilor Grove moved to adopt the rental housing fee schedule as amended. The motion was seconded by Councilor Dains and carried unanimously.

C. Award 2018 Sanitary Sewer Lining Project

The bids for the 2018 sanitary sewer lining project were opened Wednesday, April 18 at City Hall. The City received five bids. The low bidder was Instituform Technologies USA, LLC.

Once the work is completed, the City will receive an inflow and infiltration grant from the Metropolitan Council that will cover approximately 25% of the cost of the project.

Councilor Moffatt moved to award the 2018 sanitary sewer lining project to Instituform Technologies USA, LLC. The motion was seconded by Councilor Dains and carried unanimously.

**Set Agenda for Next Meeting**

Administrator Butkowski stated that the May 22 council meeting may include the Comprehensive Plan public hearing and the Fire Department Annual Report.

**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.

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The first person to address the Council was Roseville resident John Abeler. He expressed his concerns about the dog park and how it negatively impacted his life and that of his wife Mitsumi. He mentioned that he was happy to meet the council members and wanted to continue this discussion into the future to ensure for a peaceful neighborhood.

The second person to address the council was Brooklyn Park resident Nathan Erenberg. He mentioned that he was planning to take ownership of 1772 Pleasant Street and fix the various issues with the house. He also expressed interest in regaining a rental housing license if everything could be restored to adequate shape. The Council stated that they would consult with the city attorney and get back to him with more answers.

**B. Parks Planning Update**

The Council budgeted \$25,000 for parks improvements in 2018. Discussed at the time were plans to improve the equipment at Skyview Park and possibly add or improve amenities at the Community Park.

Staff solicited park improvement feedback via the January newsletter and received a couple of responses. Before engaging in more conversations with the community, staff wanted to get some feedback and parameters for the improvements. Based on the feedback, staff can go in a number of directions in terms of gathering community feedback or engaging vendors in developing concepts for community consideration.

Council members suggested some items they would like to see and noted items they wanted to avoid in regards to the park. Staff will use that information to gather ideas from vendors for a park as small in size as Skyview.

**C. Community Development Update**

Butkowski informed the Council that a resident took ownership of on Walnut Street that he would like to have demolished. He was wondering if the City would provide the upfront funds for the demolition and allow for payment as a special assessment. The Council was receptive to the idea. Staff continues to work on the Service Station insurance claim.

**Closed Session**

A. Develop and Consider Offers for the Purchase of Real Property – 1825 Eustis Street  
Councilor Moffatt moved to enter into closed session at 8:35 p.m. pursuant to Minnesota Statutes, Section 13D.05, subdivision 3, to develop or consider offers for the purchase of real property at 1825 Eustis Street. The motion was seconded by Councilor Grove and carried unanimously.

The Council returned from the closed session at 8:50 p.m.

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**Adjournment**

Councilor Grove moved and seconded by Councilor Dains to adjourn the meeting at 8:51 p.m.  
Motion carried unanimously.

Respectfully submitted,



Heather Butkowski  
City Administrator