

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

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December 11, 2018

**Roll Call**

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

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

Councilors absent: None.

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. Councilor Dains stated that he would like to add a staff appreciation item to the Additional Items section of the Agenda. There being nothing else, Councilor Moffatt moved and seconded by Councilor Grove to approve the agenda as amended. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the meeting minutes. There being none, Councilor Dolphin moved and seconded by Councilor Moffatt to approve the minutes of the November 27, 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 \$97,864.81. Motion carried unanimously.

**Consent**

Councilor Dains moved and seconded by Councilor Grove to approve the Consent Agenda thereby approving the final Insituform sanitary sewer lining pay request, the accounts payable authorization for year end, the 2019 city council meeting schedule, and the hiring of seasonal warming house staff.

**Informational Presentations/Reports**

A. Aldo Sicoli and Shari Thompson, Roseville ISD 623

Superintendent Sicoli and Business Manager Thompson approached the dais to deliver their presentation regarding facilities improvements in progress as a result of the bond referendum passed last year. They also covered the accomplishments of the district over the past year and went through the goals for the upcoming year.

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**B. City Council Updates**

Mayor Gaasch stated that she and Administrator Butkowski attended the League of Minnesota Cities regional meeting held in tandem with Metro Cities annual meeting. Mayor Gaasch stated that she, Councilor Grove, and Councilor Dains will be attending a Ramsey County League of Local Governments meeting on December 13. Finally, Mayor Gaasch added that she will be attending an upcoming League of Minnesota Cities board meeting.

**Discussion/Action Items**

**A. Recycling Contract with Eureka! Recycling**

Bownik presented a new contract with Eureka! Recycling for Council consideration. The contract maintains weekly collection. The agreement is for five and one-half years and begins January 1, 2019. The new contract is based largely on the existing contract and has been reviewed by the city attorney.

The pricing schedule has changed for a number of reasons, and can be found in Section 8.1 and 8.2. One reason the pricing schedule is different is because revenue sharing is not included. The other reason for the price change is that the City currently pays Eureka \$2.12 per household per month based on 1,197 households. The new contract separates single unit dwellings from multi-unit dwellings which accounts for a substantial savings to the City. Pricing for 2019 is based on \$5.65 per cart per month.

Bownik and David Weidenfeller of Eureka! Recycling took to the dais to answer questions from the Council on the new contract. Councilor Dolphin made a motion and was seconded by Councilor Dains to approve the new agreement as presented. Motion carried unanimously.

**B. Adoption of the 2019 Final Property Tax Levy – Resolution No. 121118A**

The City Council held the Truth-in-Taxation public hearing as required by state law at the previous meeting. To adopt the levy, the Council was asked to make a motion on the matter.

Councilor Moffatt moved to adopt Resolution 121118A – A Resolution Adopting the 2019 Final Property Tax Levy. This was seconded by Councilor Dains and carried unanimously.

**C. Adoption of the 2019 Final Budget and Establish Fund Appropriations – Resolution No. 121118B**

Councilor Moffatt moved to adopt Resolution 121118B – A Resolution Adopting the 2019 Final Budget and Establishing Fund Appropriations. This was seconded by Councilor Grove and carried unanimously.

**D. 2019 Recycling, Sanitary Sewer, and Storm Sewer Rates – Resolution No. 121118C**

Staff recommended the following utility and recycling rate increases for 2019.

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1) Sanitary Sewer - 5.0% or \$11.00 per year per household

Residential flat rate of \$57.76 and commercial consumption rate of \$2.86. This increase was needed to cover the 23% increase to the City's wastewater charge from the Metropolitan Council for 2019.

2) Storm Water - 7.1% or \$4.60 per year per household

Flat rate of \$17.40 per quarter per Residential Equivalency Factor. The increase will help finance the needed repairs to the City's storm water pond.

3) Recycling - 6.4% or \$2.22 per year per household

Flat rate of \$3.17 per residential unit per month to offset the recycling contract increase.

Councilor Grove made a motion to adopt Resolution 121118C – A Resolution Adopting 2019 Sanitary Sewer Rates, Storm Sewer Rates, and Recycling Rates. This was seconded by Councilor Dains and carried unanimously.

E. Cooperative Agreement for the Jurisdictional Transfer of Eustis Street and Roselawn Avenue with Ramsey County

Butkowski explained that the approval of the Cooperative Agreement would make Lauderdale the road authority for Roselawn Avenue within the city limits and Eustis Street from Larpenteur Avenue to Roselawn Avenue. Per the agreement, Ramsey County would compensate Lauderdale \$836,341 to fund improvements.

Councilor Dolphin made a motion to approve the Ramsey County Cooperative Agreement with the City of Lauderdale as presented. This was seconded by Councilor Grove and carried unanimously.

F. Resolution Concurring with Ramsey County Revocation of CSAH Status of Roselawn Avenue – Resolution No. 121118D

Butkowski explained that Ramsey County must remove the County State Aid Highway (CSAH) designation of Roselawn Avenue whether the City accepted jurisdictional transfer of the road or not. Roselawn Avenue has not met the requirements since the sound wall was built. Ramsey County needed a resolution from the City concurring with this understanding.

Councilor Moffatt made a motion to adopt Resolution 121118D – A Resolution Concurring with Ramsey County Revocation of County State Aid Highway Status for Roselawn Avenue, CSAH

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26, between the West Right-of-Way of State Highway 280 to Fulham Street. This was seconded by Councilor Dolphin and carried unanimously.

G. Joint Powers Agreement with the City of Roseville Regarding Roselawn Avenue  
Butkowski further explained that the City of Roseville agreed to the jurisdictional transfer of Roselawn Avenue within their corporate limits and would like to include the repaving of their road with our project. Roseville prefers that all compensation from Ramsey County be given to Lauderdale. To accomplish this, the joint powers agreement presented needed to be approved.

Councilor Grove made a motion to approve the Joint Powers Agreement between the City of Lauderdale/City of Roseville, and the 2019 Street and Utility Improvement Project including Roselawn Avenue Improvements between the West Right-of-Way Line of State Highway 280 and Fulham Street. This was seconded by Councilor Dains and carried unanimously.

H. Amendment to Agreement with St. Paul Regional Water Service  
Continuing on, Butkowski explained that part of the negotiations over the jurisdictional transfer of Roselawn Avenue and Eustis Street included discussions with St. Paul Regional Water Service (SPRWS) over the water main replacement. Eustis Street regularly experiences water main breaks in the winter and is one of their priority lines to replace. The first agreement with SPRWS amends our initial agreement from 1997 by allowing the City to complete the water main portion of the project with its own contractors.

Councilor Dolphin made a motion to approve Amendment No. 2 to Agreement between the Board of Water Commissioners of the City of Saint Paul and the City of Lauderdale. This was seconded by Councilor Dains and carried unanimously.

I. Understanding with the St. Paul Regional Water Service  
The second agreement needed with SPRWS identified the project costs that SPRWS will cover. This includes the cost of the water main replacement and about \$100,000 worth of the pavement project. They agreed to pay these costs in recognition that they would bear these costs if they were to replace the water mains outside of a street improvement project.

Councilor Moffatt made a motion to approve the Cooperative Cost Share Understanding between the Board of Water Commissioners of the City of Saint Paul and the City of Lauderdale for the Eustis Street and Roselawn Avenue Improvements Project. This was seconded by Councilor Dains and carried unanimously.

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J. Resolution Receiving the Feasibility Report, Calling for a Hearing on the Improvement, and Ordering of Plans and Specifications Resolution No. 121118E

Kelly Schlegel of Stantec approached the Council to present the feasibility report they were authorized to complete at the November 27, 2018 council meeting. The report assessed the feasibility of the proposed street project from an engineering perspective. The report identified costs, funding sources, preliminary assessment information, and the total special assessment amount.

She explained to have a construction project in 2019, the Council needed to adopt the resolution accepting the Feasibility Report, calling for a public hearing on the proposed improvements at the January 8, 2019 council meeting, and authorizing the city engineer to prepare the plans and specifications.

Councilor Grove made a motion to adopt Resolution 121118E, A Resolution Receiving the Feasibility Report, Calling for a Hearing on the Improvement, and Ordering Preparation of Plans and Specifications. This was seconded by Councilor Moffatt and carried unanimously.

K. 2019 Infrastructure Improvement Project Engineering Costs

Schlegel provided information regarding the anticipated engineering costs based on the City's professional services agreement with Stantec.

Councilor Dolphin made a motion to enter into an agreement with Stantec Consulting Services for engineering services for the 2019 infrastructure improvement project. This was seconded by Councilor Dains and carried unanimously.

**Additional Items**

A. Appreciation Days for Employees

Mayor Gaasch voiced her appreciation for the city staff for their work throughout the course of the year. In recognition, she proposed staff be granted two personal days to be used at the City Administrator's discretion.

Council Dains moved and seconded by Councilor Dolphin to grant two personal days to Lauderdale staff members to be used at the discretion of the City Administrator. Motion carried unanimously.

**Set Agenda for Next Meeting**

Administrator Butkowski stated that the January 8 council meeting may include the 2019 infrastructure improvement project public hearing, the Comprehensive Plan public hearing, the HDR – C draft zoning public hearing, the November Financial Report, the 2019 Fee Schedule, the 2019 Investment Policy, designating the official depository and investment institutions,

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tobacco and alcohol licenses, committee appointments and assignments, and designating the official newspaper.

**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 stated that a grant for the Luther Seminary pond improvement is likely and that she will be meeting with Real Estate Equities on December 13 regarding 1795 Eustis Street.

C. Post-Election Round Table

Council and City staff discussed feedback gathered from the community during the election season. Staff will use this information for future discussions as well as goal setting.

**Adjournment**

Councilor Grove moved and seconded by Councilor Moffatt to adjourn the meeting at 9:47 p.m. Motion carried unanimously.

Respectfully submitted,



Heather Butkowski  
City Administrator