

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

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December 8, 2020

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:00 p.m.

**Roll Call**

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

Councilor 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. Administrator Butkowski added the Gasperre Pond memo to the Additional Items section of the agenda. There being nothing else, Councilor Dains moved and seconded by Councilor Moffatt to approve the agenda as amended. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any corrections to the minutes of the November 24, 2020 city council meeting. There being none, Councilor Moffatt moved and seconded by Councilor Grove to approve the minutes of the November 24, 2020 city council meeting. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the claims totaling \$20,742.04. Motion carried unanimously on a roll call vote.

**Consent**

Councilor Grove moved and seconded by Councilor Dains to approve the Consent Agenda thereby approving Resolution No. 120820A – Findings of Fact for 1847 Fulham Street Variance Denial, Northdale Construction’s final pay request for the 2019 infrastructure improvement project, the 2021 SafeAssure contract, and year-end accounts payable authorization.

**Special Order of Business/Recognitions/Proclamations**

A. Resolution No. 120820B – Commendation for Council Member Kelly Dolphin

The City Council commended and thanked Councilor Dolphin for her dedication and years of public service to the City of Lauderdale. They also wished Councilor Dolphin success in her future endeavors.

**Informational Presentations/Reports**

A. Metro Transit Update Provided by Peter Lindstrom, Doug Cook, and Peter Grafstrom

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Peter Lindstrom, the City's Metropolitan Council (MC) representative, joined the meeting remotely. He updated the City Council on the process to determine next bus rapid transit lines. One route under consideration is Bus 3 serving Lauderdale. Lindstrom and his staff will provide information that staff can share with residents.

**B. City Council Updates**

Councilor Dolphin stated that NineNorth Cable Commission (previously CTV) received a settlement from Comcast and will be distributing funds to the affected cities proportionately.

**Public Hearings**

**A. Resolution No. 120820C – Adopting the 2021 Final Property Tax Levy**

The proposed 2021 General Fund budget, Special Revenue Fund budgets, and 2021-2030 Capital Improvement plans were presented to the Council. State law requires that the Council hold a public hearing prior to adoption of the budget and levy.

Mayor Gaasch opened the floor at 7:48 p.m. to anyone in attendance interested in addressing the Council on this topic.

Duane Pulford, 1757 Eustis Street, inquired on how the new senior living facility would affect property taxes. Staff responded that the property has always been tax exempt as a school, church, and city-owned property. Once it is sold for redevelopment, the property will generate some tax income from year one even if the City provides the developer TIF assistance.

There being no additional people interested in speaking, Mayor Gaasch closed the floor.

Councilor Moffatt made a motion to adopt Resolution No. 120820C—A Resolution Adopting the 2021 Final Property Tax Levy. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**B. Resolution No. 120820D – Adopting the 2021 Final Budget and Establishing Fund Appropriations**

Councilor Moffatt made a motion to adopt Resolution No. 120820D—A Resolution Adopting the 2021 Final Budget and Establishing Fund Appropriations. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**C. Resolution No. 120820E – Establishing the 2021 Sanitary Sewer Rates, Storm Sewer Rates, and Recycling Rates**

At the previous meeting, staff shared their proposed sanitary sewer, storm sewer, and recycling rates for 2021. Staff recommended not increasing the sanitary sewer and storm sewer rates. The recycling rates were proposed to increase to catch up to the cost of the new recycling contract.

Councilor Dolphin made a motion to adopt Resolution No. 120820E—A Resolution Establishing

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2021 Sanitary Sewer Rates, Storm Sewer Rates, and Recycling Rates. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**Discussion/Action Item**

A. Real Estate Equities Application for a Senior Development at 1795 Eustis Street – Purchase and Development Agreement

The city attorney and planning consultant have been working on the draft purchase and development agreement. Based on recent conversations, the goal was to have something ready to discuss in January.

B. 2021 City Council Meeting Schedule

Historically, City Council meetings have started at 7:30 p.m. This was recently changed to 7:00 p.m. for the remainder of 2020. Staff asked the Council whether they planned to continue the 7:00 p.m. start times in 2021 so proper notice could be given for public hearings on January 12. The Council decided to retain the 7:00 p.m. start time for meetings in 2021. A schedule for adoption will be prepared for the first January meeting.

C. Resolution No. 120820F – A Resolution Providing for the Sale of \$1,390,000 Taxable General Obligation Tax Increment Revenue Refunding Bonds, Series 2021A

Keith Dahl of Ehlers and Associates addressed the Council to present the process and terms of the upcoming bond sale to refinance the bonds for 1795 Eustis Street. To continue moving forward in the process, the Council needed to adopt Resolution No. 120820F.

Councilor Moffatt made a motion to adopt Resolution No. 120820F—A Resolution Providing for the Sale of \$1,390,000 Taxable General Obligation Tax Increment Revenue Refunding Bonds, Series 2021A. This was seconded by Councilor Dolphin and carried by on a roll call vote with Council Members Dolphin, Grove, Moffatt, and Mayor Gaasch voting yea and Council Member Dains abstaining.

D. North East Metropolitan Area Municipal Internetworking Collaborative Joint Powers Agreement

In the 1990s, the cities of Mounds View and Lauderdale entered into agreements with the city of Roseville for the sharing of technology support. The idea took off and Roseville now has 35 full-service contracts with cities, watershed districts, and other independent municipal organizations.

This collaboration was the creation of Roseville employee Terre Heiser, who retired about a year ago. He advocated for the consortium of cities to organize into a joint powers organization (JPO) so it would be owned and managed by the whole instead of just the city of Roseville. With Terre's retirement, it put pressure on the group to get the JPO up and running.

The draft joint powers agreement was prepared by an attorney at Kennedy and Graven. Ron Batty did a quick review of it and approved. The transition to a JPO is important to maintain working relationships and move the organization forward.

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Councilor Grove made a motion to adopt the Joint Powers Agreement for the Establishment of the North East Metropolitan Area Municipal Internetworking Collaborative, to be known as “Metro-Inet.” This was seconded by Councilor Dains and carried unanimously on a roll call vote.

E. Resolution No. 120820G – Minnesota Public Works Joint Powers Mutual Aid Agreement  
The Minnesota Public Works Joint Powers Mutual Aid Agreement provides a formal process for units of government to share public works personnel, equipment, and resources with other agencies across the State. The agreement is not limited to emergency response or catastrophic situations; participants can utilize the resources for many reasons including routine circumstances such as training efforts, maintenance operations, joint projects and back-up support service. There is no cost to participants.

Councilor Grove made a motion to approve Resolution No. 120820G—A Resolution Authorizing the Public Works Mutual Aid Pact. This was seconded by Councilor Moffatt and carried unanimously on a roll call vote.

**Additional Items**

A. Appreciation Days for Employees

Councilor Dains voiced his appreciation for city staff for their work throughout the course of the year. In recognition, he proposed staff be granted two personal days to be used at the City Administrator’s discretion.

Council Dains moved and seconded by Councilor Moffatt to grant two personal days to staff to be used at the discretion of the City Administrator. Motion carried unanimously on a roll call vote.

B. Gasperre Pond Testing

Staff received the second quote for Gasperre Pond testing after the packets were printed. The city’s environmental engineer reviewed the materials and recommended the City hire American Engineering Testing, Inc. to complete the work at a cost of \$3,800.

Councilor Moffatt made a motion to enter into the agreement with American Engineering Testing, Inc. for Gasperre Pond sediment testing per the quote provided. This was seconded by Councilor Grove and carried unanimously on a roll call vote.

**Set Agenda for Next Meeting**

The January 12 council meeting may include sale of 2021A GOTIF refinance bonds, tobacco ordinance public hearing, November financial report, 2021 fee schedule, 2021 city council meeting schedule, designating official depository and investment institutions, committee appointments, city administrator performance review, union contract negotiations, and swearing in of council members.

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**Work Session**

A. Community Development Update

Butkowski stated that email exchanges showed that Master Properties may be struggling to move forward with the redevelopment of the Luther Seminary site they have under contract to buy.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened up the floor to anyone in attendance interested in addressing the Council.

There being no people interested in speaking, Mayor Gaasch closed the floor.

**Adjournment**

Councilor Dains moved and seconded by Councilor Dolphin to adjourn the meeting at 8:40 p.m.  
Motion carried unanimously on a roll call vote.

Respectfully submitted,



Miles Cline  
Deputy City Clerk