

LAUDERDALE CITY COUNCIL
MEETING MINUTES
HELD REMOTELY VIA TELECONFERENCE

Page 1 of 4

May 25, 2021

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:01 p.m.

Roll Call

Councilors present: Jeff Dains, Duane Pulford, Andi Moffatt, Roxanne Grove, 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. There being none, Councilor Pulford moved and seconded by Councilor Dains to approve the agenda. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any corrections to the May 11, 2021 city council meeting minutes. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the minutes of the May 11, 2021 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 Pulford to approve the claims totaling \$89,543.56. Motion carried unanimously on a roll call vote.

Consent

Councilor Pulford moved and seconded by Councilor Dains to approve the Consent Agenda thereby acknowledging the April financial report and approving the performance agreement and a temporary on-sale liquor license for the June community event.

Informational Presentations/Reports

C. City Council Updates

Bownik shared that the first community event of the summer will be held at the Community Park on June 24 from 6-8 p.m. The event will highlight our public safety partners. Mayor Gaasch stated that her meeting with the Ramsey County League of Local Governments on mental health services went well.

Public Hearings

A. Ordinance No. 21-03 Amending Title 9, Chapter 7 of the Code of Ordinances Regarding Fences and Retaining Walls

Last year, the Council discussed how to process requests from properties that did not conform to city code. The Council directed staff to work on a process that is similar to how the City processes variances for zoning ordinance matters. Some of the requests for waivers are for fences

LAUDERDALE CITY COUNCIL
MEETING MINUTES
HELD REMOTELY VIA TELECONFERENCE

Page 2 of 4

May 25, 2021

and retaining walls. Staff worked with the City attorney on language for the fence and retaining wall ordinance that provides the Council latitude to make decisions.

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

Travis Silbeck, 1961 Malvern Street, asked what problem the driveway and parking pad ordinance was attempting to solve. Staff responded they would cover the reason when presenting on the next agenda item.

B. Ordinance 21-04 Amending Title 9, Chapter 10 of the Code of Ordinances Regarding Driveway and Parking Pad Requirements

Similarly, the Council discussed how to process requests from property owners for driveways and parking pads that didn't conform to city code. Staff worked with the City attorney on the changes presented. Staff explained that the updates to parking pad size were a band-aid until the zoning ordinance was revised to include a lot coverage limit that the community agreed upon. Without the parking pad ordinance, there would be no limitation on the amount of impervious pavement on a lot. The current ordinance limits parking pads to 240 square feet. The revision would set the limit at 5% of lot size to allow those with larger lots to have additional parking.

Travis Silbeck, 1961 Malvern Street, asked for clarification on the requirement of at least ten feet between neighboring driveways. The requirement applies to commercial properties.

Eric McIntosh, 1847 Fulham Street, asked for clarity regarding the ordinance and doesn't believe that his current situation falls within the guidelines. Staff responded that the zoning ordinance determined where structures could be located on a lot. Where people choose to put driveways followed from where they put their houses and garages.

Council members mentioned their support for the changes to address the ongoing issue of how to respond to property owner requests.

Councilor Moffatt made a motion to adopt Ordinance No. 21-03 Amending Title 9, Chapter 7 of the Code of Ordinances Regarding Fences and Retaining Walls. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

Councilor Moffatt made a motion to adopt Ordinance No. 21-04 Amending Title 9, Chapter 10 of the Code of Ordinances regarding Driveway and Parking Pad Requirements. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

Discussion/Action Item

A. Resolution No. 052521A – A Resolution Accepting Bids for the 2021 Seal Coating Project
The Council authorized the City engineer to bid a city-wide seal coating project for 2021. The results were favorable. The low base bidder was Allied Blacktop Company at \$150,887.50. The

LAUDERDALE CITY COUNCIL
MEETING MINUTES
HELD REMOTELY VIA TELECONFERENCE

Page 3 of 4

May 25, 2021

contractors bid two alternates for a manhole repair and alley seal coating. Staff recommended passing on the alternates.

Councilor Grove made a motion to adopt Resolution No. 052521A—A Resolution Accepting Bids for the 2021 Seal Coating Project. This was seconded by Councilor Pulford and carried unanimously on a roll call vote.

B. Covid-19 Preparedness Plan Revisions

Staff revised the City's COVID-19 Preparedness Plan in light of the governors lifting of restrictions. Among the changes was recommending opening the park and Social Room to reservations. The Council noted the changes were positive and reflected the community's commitment to staying safe and healthy over the past year.

Councilor Pulford made a motion to reauthorize the COVID-19 Preparedness Plan for the City of Lauderdale as presented. This was seconded by Councilor Moffatt and carried unanimously on a roll call vote.

Set Agenda for Next Meeting

The June 8 council meeting may include the May financial report, rebid of the sanitary sewer lining project, and American Rescue Plan (ARP) guidance.

Work Session

A. Public Works Management Software

Staff reviewed the two public works management software systems that Stantec supports and believed it best to move ahead with ArcGIS online. The next step is to have the city engineer enter their records into the system. Staff will work on entering other data to prevent the loss of knowledge when staff leave and retire.

A. Community Development Update

Butkowski stated that the City received the bill for pond dredging at Gasparre Pond; code enforcement letters went out for rank growth violations; the administrator was researching contracted building official options; September 16 was set for the final community event of the summer; and the Prior Lake city manager contacted staff again regarding our collective effort to lobby the state legislature on bills that would limit city zoning authority by requiring greater density and eliminating the use of planned unit developments.

Councilor Dains said he toured the former Chinese Christian Church with Heather Brian today and found some broken glass and an unlocked door.

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.

Heather Brian, 1778 Eustis Street, stated that residential construction has been taking place

LAUDERDALE CITY COUNCIL
MEETING MINUTES
HELD REMOTELY VIA TELECONFERENCE

Page 4 of 4

May 25, 2021

outside of designated hours. She was encouraged to contact the police department to address the issue when it happens.

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

Adjournment

Councilor Dains moved and seconded by Councilor Pulford to adjourn the meeting at 8:18 p.m. Motion carried unanimously on a roll call vote.

Respectfully submitted,



Miles Cline
Deputy City Clerk