

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

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July 13, 2021

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:04 p.m.

**Roll Call**

Councilors present: Jeff Dains, Roxanne Grove, Duane Pulford, and Mayor Mary Gaasch.  
Councilor absent: Andi Moffatt

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 Grove to approve the agenda. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any corrections to the June 22, 2021 city council meeting minutes. There being none, Councilor Grove moved and seconded by Councilor Pulford to approve the minutes of the June 22, 2021 city council meeting. Motion carried by majority 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 \$97,989.74. Motion carried unanimously on a roll call vote.

**Consent**

Councilor Dains moved and seconded by Councilor Pulford to approve the Consent Agenda thereby approving the performance agreement with the Lazy Does It Band and the Community Park use application.

**Informational Presentations/Reports**

**A. July 29 Community Event**

Bownik said the next community event was themed around community health and wellness. Among the invitees are the Ramsey County Adult Crisis Response Team, the Ramsey County Embedded Social Work Program, Ramsey County Public Health Calls, the St. Anthony Police Department, St. Anthony Park Area Seniors, Peace Lutheran Church, the Mississippi Watershed Management Organization, the Rice Creek Watershed District, Capital Regions Watershed District, Xcel Energy, Northeast Youth and Family Services, Eureka Recycling, Lutheran Social Services, Finn Sisu, Nada-Chair, and Ramsey County Soil and Water Conservation. There will also be food, music, beverages, market vendors, and a dance group at the event.

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**B. City Council Updates**

Mayor Gaasch shared that she was elected to the Board of Directors at the League of Minnesota Cities. She also attended a Regional Council of Mayors meeting where they discussed the role that cities play in helping schools. Finally, Gaasch added that the Ramsey County League of Local Governments would have an upcoming panel on mental health issues in September.

**Public Hearings**

**A. Variance Applications for House Addition at 1747 Malvern Street**

Jessica and Paul Winkelaar submitted a variance application to construct an addition on the southwest portion of their house that includes a bathroom and mudroom with a closet and pantry. Zoning regulations allow up to 30% lot coverage of structures with a roof. The proposed improvements increase lot coverage to 31.8%. Thus, the applicant is requesting a 1.8% variance to the lot coverage requirements. Staff reviewed the criteria for granting a variance prior to opening the public hearing.

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

Jessica Winkelaar, 1747 Malvern, addressed the Council to explain her situation and need for a variance.

Councilor Pulford made a motion to direct staff to prepare a resolution of approval for the lot coverage variance request at 1747 Malvern Street for the next meeting. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**B. Variance Application for Garage Extension at 1806 Walnut Street**

Lezlie and John Antoncich submitted a variance application to construct an addition to the southern side of their detached garage (constructed as a barn in 1905). Zoning regulations require a 3' minimum rear-yard setback for detached garages parallel to a platted alley. The existing structure is 1.5' from the rear property line, making it a legally non-conforming structure. The proposed addition would also be 1.5' from the rear property line. Thus, the applicant is requesting a 1.5' variance to the rear-yard setback. Staff reviewed the criteria for granting a variance prior to opening the public hearing.

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

Lezlie Antoncich, 1806 Walnut Street, joined the meeting to answer questions from the Council about the proposed variance.

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Councilor Pulford made a motion to direct staff to prepare a resolution of approval for the rear-yard setback variance request at 1806 Walnut Street for the next meeting. This was seconded by Councilor Dains and carried by a majority on a roll call vote with Councilor Grove dissenting.

C. Proposed Ordinance No. 21-05 Regarding Adoption of State Fire Code

With the recent change in fire departments and the upcoming retirements of our building officials, the Fire Code ordinance needed to be revised.

The current ordinance identifies the Falcon Heights Fire Code instead of the State Fire Code as the relevant code even though that hasn't been the case for decades. It also identifies the fire marshal as the person responsible for fire code enforcement for the City. In reality, Duane Grace, the City's building official has been responsible for fire code plan reviews and enforcement for some time.

The new ordinance clarifies this by making the State Fire Code our official set of governing regulations and makes the building official responsible for fire code enforcement.

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

Mike and Hilary Kurhajetz, 1880 Pleasant Street, shared that they support the adoption of the state fire code.

Councilor Grove made a motion to adopt Ordinance No. 21-05 regarding Adoption of the State Fire Code. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

D. Annual SWPPP Public Hearing

Annually, the City must allow public comment on its storm water efforts as one of the requirements of our Municipal Separate Storm Sewer System (MS4) permit. Included in the packet is a copy of our most recent annual report submitted to the Minnesota Pollution Control Agency (MPCA).

Mayor Gaasch opened up the floor to anyone in attendance interested in addressing the Council on this topic. There being no people interested in speaking, Mayor Gaasch closed the floor.

**Discussion/Action Item**

A. End of Local Emergency Declaration

The Mayor intended to begin holding in-person meeting on July 13; however, MnDOT staff were unable to attend an in-person meeting. In order to have MnDOT staff present at our July 27 meeting, the local emergency declaration needed to stay in place so we could continue to have virtual meetings. The City attorney will draft the appropriate resolution rescinding the local emergency order for the city council by the next meeting.

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Staff is working with NineNorth on options that allow council members, staff, consultants, or audience members to remotely participate in meetings in the future. It isn't possible for all meeting participants to see, hear, and respond to each other with the technology we have. For similar reasons, many cities are forgoing this option and returning strictly to in-person meetings.

**B. NineNorth Contract Renewal**

The City's agreement with NineNorth (formerly CTV) is up for renewal. The agreement explains the services we receive from NineNorth and the cost of elective services. The proposed contract is for three-years instead of one. As we are a member of the organization instead of just a customer, this makes sense. New this year is the option to add subtitling for \$46 per meeting. Staff anticipates the Council will appreciate the meetings being more accessible. It has the added benefit of providing an alternative for viewers when there are audio problems.

Councilor Pulford made a motion to approve the North Suburban Access Corporation Professional and Technical Services Agreement as presented. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**C. Petition and Waiver Agreement for Diseased Tree Removal at 1736 Malvern Street**  
Mary Gaasch and Matthew Koncar, owners of 1736 Malvern Street, requested financing for the removal of diseased trees through a petition and waiver agreement similar to previous agreements entered into by the City. The cost of the service is spread out over a negotiable term of years subject to a 4.15% interest rate. Mayor Gaasch recused herself from the vote and the agreement will be signed by the mayor pro tem.

Councilor Pulford made a motion to approve the Petition and Waiver Agreement as prepared for 1736 Malvern Street. This was seconded by Councilor Dains and carried unanimously on a roll call vote with Mayor Gaasch abstaining.

**Set Agenda for Next Meeting**

The July 27 council meeting may include the June financial report, a resolution regarding the local emergency declaration, representatives from MnDOT regarding TH280 speed study and proposed lane closure, and American Rescue Plan (ARP) guidance.

**Work Session**

**A. Community Development Update**

Butkowski stated that she and Jennifer Haskamp, the consulting City Planner, met with the new development group hired by Luther Seminary.

**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, thanked the council members who spoke up about the June

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community event. Brian said she was happy to hear that the Council was listening to additional proposals for development on the Seminary site. Staff clarified that the developer was looking for potential buyers but the City was not party to that process.

Josh Dirksen, 1815 Lake Street, thanked Councilor Dains for responding to public concerns over the June community event. Dirksen stated that there are community members interested in helping plan future events.

Mark Peterson, 1816 Eustis Street, thanked Administrator Butkowski for providing him the response times for St. Paul Fire and asked for some additional clarity with the numbers.

**Adjournment**

Councilor Dains moved and seconded by Councilor Grove to adjourn the meeting at 9:02 p.m. Motion carried unanimously on a roll call vote.

Respectfully submitted,



Heather Butkowski  
City Administrator