

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

Page 1 of 3

September 14, 2021

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:03 p.m.

**Roll Call**

Councilors present: Roxanne Grove, Andi Moffatt, Duane Pulford, Jeff Dains, 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 or corrections to the meeting agenda. There being none, Councilor Moffatt 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 August 27, 2021 city council meeting minutes. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the minutes of the August 27, 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 Moffatt moved and seconded by Councilor Pulford to approve the claims totaling \$99,637.64. Motion carried unanimously on a roll call vote.

**Consent**

Councilor Pulford moved and seconded by Councilor Grove to approve the Consent Agenda thereby acknowledging the July financial report and approving pay request number one for the 2021 seal coat project and the performance agreement with the Roseville Community Band.

**Informational Presentations/Reports**

A. Patricia Hoffman from the Roseville Area League of Women Voters

Patricia Hoffman and Megan Gunnar from the League of Women Voters shared their recent research on equitable representation on city boards and commissions to the Council.

B. September 20 Roseville Community Band Concert

Bownik said the Roseville Community Band would be performing at the Lauderdale Community Park on Monday, September 20 from 6:00-7:30 p.m.

C. City Council Updates

Mayor Gaasch shared that she and Councilor Pulford attended a League of Minnesota Cities Policy Committee meeting where they discussed the future of police operations.

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

Page 2 of 3

September 14, 2021

**Discussion/Action Item**

**A. Waiver Request for Fences at 2367 Larpenteur Avenue**

Misty Meier, 2367 Larpenteur Avenue, applied for a fence permit and a waiver from city code. Meier's property is located at the corner of Larpenteur Avenue and Pleasant Street. Meier proposed to remove and replace the existing fencing on her property. There are three parts of her proposal that require a waiver from the City Council.

Meier's lot has a number of unique circumstances in that her house was constructed in the rear of the lot. The waiver process was designed for unique situations like this. If approved, conditions can still be placed on the approval, such as all portions of the fence meeting the setback regulations of 0 feet on the side yard and 2 feet in the rear yard, the fence being constructed with approved materials for privacy fences, and the finished side of the fence facing the abutting property and right-of-way.

Councilor Dains made a motion to approve the fence waiver request for 2367 Larpenteur Avenue with the conditions listed above. This was seconded by Councilor Pulford and carried unanimously on a roll call vote.

**B. Selection of a New Building Official**

In early July, the City began looking for a firm to serve as the City's building official and to provide supplemental fire code, rental housing, and code enforcement services. Three companies responded. They were interviewed by Council Members Dains and Pulford along with Administrator Butkowski.

The interview committee recommended hiring Rum River Construction Consultants. The two primary drivers of this recommendation were their expanded inspection hours, which include Saturdays, and their fee structure.

The next step is to negotiate a contract with the firm the Council would like to hire. The transition from in-house inspections to the new firm is expected to happen in December 2021.

Councilor Moffatt made a motion directing staff to negotiate a contract with Rum River Construction for building official services. This was seconded by Councilor Grove and carried unanimously on a roll call vote.

**C. 2022 Preliminary Levy and General Fund Budget**

Staff refined the preliminary budget with the additional information received from Ramsey County. The City will receive a slight increase in fiscal disparities revenue. The general fund budget as proposed shows a 3.2% increase. With no new state aid, the levy supports all of the anticipated cost increases; the proposed levy increase is 5.6%.

The budget reflects the shift from an on-staff building official to the expense of a contract. It also reflects the expense of a second public works staff member even though the scope of that

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

Page 3 of 3

September 14, 2021

position is still being worked out. 2022 is an election year and brings those additional costs. Staff will prepare a memo to go with the final budget that explains the changes expected in 2022.

After years of big value increases, many Ramsey County cities are experiencing little to no value increase for 2022. A median value home in Lauderdale is changing from \$232,400 in 2021 to \$231,550 for 2022. The impact of the proposed 5.6% levy increase is roughly \$30.74 on a median valued home. The County continues to revise the tax capacity number through the end of the year so that could change slightly. Staff will prepare the preliminary levy resolution for the next meeting.

**Set Agenda for Next Meeting**

The next Council meeting may include a presentation by Roseville Area Schools Assistant Superintendent Melissa Sonnek, Steve Schwanke of Inland Development Group regarding development of the Luther Seminary project, and setting the 2022 preliminary levy and budgets.

**Work Session**

A. Community Development Update

Butkowski stated that she and Bownik are being trained on the new public works software. Butkowski said that Ramsey County tentatively agreed to fill the gap in the 1795 Eustis Street project to bring it from a 60% AMI project to a 50% AMI project. Mayor Gaasch said she attended a Regional Councilor of Mayors meeting where they discussed a federal grant package to help cities with affordable housing, transit, and work force issues. Butkowski stated that the first reporting for ARPA funds is due at the end of October. Metro-INET hired its first executive director and will separate from the City of Roseville in 2022. Finally, Butkowski stated that she did a walkthrough of Seminary Pond with Capitol Region Watershed District staff.

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 Pulford moved and seconded by Councilor Dains to adjourn the meeting at 8:32 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline  
Deputy City Clerk