

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

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November 9, 2021

**Call to Order**

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

**Roll Call**

Councilors present: Roxanne Grove, Duane Pulford, Jeff Dains, Andi Moffatt, 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 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 October 26, 2021 City Council meeting minutes. There being none, Councilor Grove moved and seconded by Councilor Moffatt to approve the minutes of the October 26, 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 Dains to approve the claims totaling \$94,448.38. Motion carried unanimously on a roll call vote.

**Consent**

Councilor Dains moved and seconded by Councilor Pulford to approve the Consent Agenda thereby approving Resolution No. 110921A – Designating Polling Places for the 2022 State Primary and State General Elections, and Resolution No. 110921B – Approving Variance for Xcel Energy, 2535 Larpenteur Avenue.

**Informational Presentations/Reports**

**A. City Council Updates**

Mayor Gaasch, Councilor Dains, and Councilor Pulford thanked the volunteers who organized the Halloween events. Mayor Gaasch had a meeting with the Regional Council of Mayors where topics included returning to the office and what cities will look like post pandemic. Councilor Dains stated that Metro Transit planned to cut five percent of their bus routes.

**Public Hearings**

**A. Conditional Use Permit Application for a Duplex at 1792 Lake Street**

The applicant, Joe Taylor, requested a conditional use permit to change 1792 Lake Street from a one-unit to two-unit dwelling. Bownik provided the Council with information on the application

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as well as city code regarding the issuance of conditional use permits. The Council asked questions in advance of opening the public hearing at 7:20 p.m.

Joe Taylor addressed the Council providing information on building layout and access relevant to the discussion. Ron Beining, 1787 Lake Street, addressed the Council to ask questions about the process and commented on aesthetic and maintenance standards that rental properties should adhere to.

The Council directed staff to bring back a resolution of approval to the next meeting.

**Discussion/Action Item**

**A. Proposed 2022 Fund Budgets and Utility Rate Setting**

Administrator Butkowski presented the preliminary Fund Budgets (Funds 226-603) and utility rates for 2022. The storm and sanitary sewer fund balances are healthy and staff do not propose raising those rates. Staff proposed raising the recycling rate to cover the true cost of recycling in the City.

**Set Agenda for Next Meeting**

The next Council meeting may include the October financial report, a contract with Northeast Youth and Family Services, a contract for building official services, and a legislative update by Representative Alice Hausman and Senator John Marty.

**Work Session**

**A. Community Development Update**

Butkowski stated that the City was accepting applications for the public works position. She said the grant application for gap financing was due to Ramsey County on November 15.

**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.

Joe Taylor, 1743 Eustis Street, said he will attend the December city council meeting for the parking requirements discussion.

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

Mayor Gaasch moved the meeting into a closed session at 8:02 p.m.

**Closed Session**

**A. City Administrator Performance Evaluation**

Councilor Moffatt moved to exit the closed session at 8:47 p.m. This was seconded by Councilor Pulford and carried unanimously on a roll call vote.

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**Adjournment**

Councilor Moffatt moved and seconded by Councilor Grove to adjourn the meeting at 8:48 p.m.  
Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Heather Butkowski".

Heather Butkowski  
City Administrator