

LAUDERDALE CITY COUNCIL
MEETING MINUTES
HELD REMOTELY VIA TELECONFERENCE

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December 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, Duane Pulford, Jeff Dains, Andi Moffatt, 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 or corrections to the meeting agenda. Councilor Dains added a staff appreciation item to the Additional Items section of the agenda.

Administrator Butkowski added an opioid settlement resolution to the Additional Items section as well. There being nothing else, Councilor Grove moved and seconded by Councilor Pulford to approve the agenda. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any corrections to the November 23, 2021 City Council meeting minutes. There being none, Councilor Grove moved and seconded by Councilor Pulford to approve the minutes of the November 23, 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 Pulford moved and seconded by Councilor Grove to approve the claims totaling \$245,256.05. Motion carried unanimously on a roll call vote.

Consent

Councilor Dains moved and seconded by Councilor Grove to approve the Consent Agenda thereby approving Resolution No. 121421A – Accepting the Redistribution of Unrequested Coronavirus Local Fiscal Recovery Fund Established under the American Rescue Plan Act; Resolution No. 121421B – A Resolution Establishing License and Permit Fees and Administrative Fees and Fines; an agreement with Northeast Youth and Family Services; the final pay request for Allied Blacktop for 2021 seal coating project; pay request No. 1 from Visu-Sewer, Inc. for 2021 sanitary sewer lining project; the 2022 SafeAssure contract; yearend accounts payable authorization; hiring of seasonal staff for the warming house and rink maintenance; and acknowledging the November financial report.

Special Order of Business/Recognitions/Proclamations

A. Resolution No. 121421C Commending David Hinrichs on his Retirement after 37 Years of Service to the City

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Dave Hinrichs' last day will be December 31 after over 37 years of service to the City as the public works coordinator and building official. Mayor Gaasch read the resolution.

Councilor Pulford made a motion to adopt Resolution No. 121421C – A Resolution of Commendation for Public Works Coordinator David Hinrichs on his Retirement. This was seconded by Councilor Grove and carried unanimously on a roll call vote.

Informational Presentations/Reports

A. City Council Updates

Councilor Pulford stated that NineNorth is searching for a new executive director with the resignation of Dana Healy at the end of the month. Pulford said he would assume the role of secretary-treasurer for the North Suburban Cable Commission in the new year.

Mayor Gaasch stated that she attended a Minnesota Mayors Together meeting. The organization brings together urban and rural mayors throughout the state to bridge partisan divides and find common ground. The conversation at their recent meeting centered on mental health. Gaasch said there was an upcoming League of Women Voters meeting on January 20 from 6:30-8:00 p.m. She was hoping that another council member can attend since she is unable to on that date. Finally, Gaasch thanked City staff for their efforts over the challenging past couple of years.

Public Hearings

A. Catholic Eldercare Bond Modification Public Hearing and Resolution Nos. 121421D and 121421E Approving Amendments to the Senior Housing Revenue Note (Catholic Eldercare Project), Series 2014A and 2017A, and Authorizing the Execution and Delivery of Documents Related Thereto

In 2014 and 2017, the City of Lauderdale assisted Catholic Eldercare with the issuance of debt with the City acting as the conduit. Catholic Eldercare is making modifications to the debt as explained by the City's bond counsel, Julie Eddington. She asked the City Council to approve both resolutions after holding a public hearing.

Mayor Gaasch opened the public hearing at 7:24 p.m. No one present wished to address the Council and the public hearing closed at 7:25 p.m.

Councilor Moffatt made a motion to adopt Resolution No. 121421D—Resolution Approving Amendments to the Senior Housing Revenue Note (Catholic Eldercare Project), Series 2017A, and Authorizing the Execution and Delivery of Documents Related Thereto. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

Councilor Moffatt made a motion to adopt Resolution No. 121421E—Resolution Approving Amendments to the Senior Housing Revenue Note (Catholic Eldercare Project), Series 2014A, and Authorizing the Execution and Delivery of Documents Related Thereto. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

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B. Truth-in-Taxation Presentation and Public Hearing

Administrator Butkowski shared information on the proposed 2022 budget and levy and answered questions from the Council. Thereafter, Mayor Gaasch opened the public hearing at 7:34 p.m. No one present wished to address the Council and the public hearing closed at 7:35 p.m.

Discussion/Action Item

A. Resolution No. 121421F – Adopting the 2022 Final Property Tax Levy

Councilor Grove made a motion to adopt Resolution No. 121421F—A Resolution Adopting the 2022 Final Property Tax Levy. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

B. Resolution No. 121421G – Adopting the 2022 Final Budget and Establishing Fund

Appropriations

Councilor Grove made a motion to adopt Resolution No. 121421G—A Resolution Adopting the 2022 Final Budget and Establishing Fund Appropriations. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

C. Resolution No. 121421H – Providing Preliminary Approval to the Issuance of Revenue Obligations under Minnesota Statutes, Chapters 462C and 474A, as Amended, and Taking other Actions in Connection Therewith (Regarding 1795 Eustis Street Redevelopment)

The primary financing tool Real Estate Equities (REE) plans to use to construct a senior rental apartment at 1795 Eustis Street is tax-exempt bonds. In order to apply to the state for these bonds, they need a resolution of support from the City Council. The resolution is non-binding in that it neither creates a financial obligation for the City nor conveys land use rights.

Julie Eddington, the City's bond counsel at Kennedy and Graven, addressed the Council to explain the process and answer questions.

Councilor Pulford made a motion to adopt Resolution No. 121421H—A Resolution Providing Preliminary Approval to the Issuance of Revenue Obligations under Minnesota Statutes, Chapters 462C and 474A, as Amended, and Taking Other Actions in Connection therewith. This was seconded by Councilor Moffatt and carried unanimously on a roll call vote.

D. Consideration of an Employee COVID-19 Vaccination Policy

Butkowski shared the draft COVID-19 vaccination policy with the Council. The public works candidates were told that the vaccination policy likely would be approved ahead of any job offers with the effect of vaccination being a condition of their employment. The Council considered the policy and amended the draft before adoption.

Councilor Dains made a motion to adopt the COVID-19 Vaccination Policy as amended. This was seconded by Councilor Pulford and carried unanimously on a roll call vote.

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E. Offer of Employment for the Public Works Position

Over the past few weeks, staff interviewed candidates for the open public works position. The City administrator and Councilor Dains held second interviews. Based on the interviews, personality profiling, and reference checks, the team recommended hiring Tom Douvier with the conditions put forward in his offer letter. If the City Council agrees, staff anticipate that Tom will start sometime in early January.

Councilor Moffatt made a motion to appoint Tom Douvier to the public works utilities and maintenance position effective upon successful completion of the conditions noted in the offer letter. This was seconded by Councilor Pulford and carried unanimously on a roll call vote.

Additional Items

A. Staff Recognition

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 Grove moved and seconded by Councilor Pulford 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. Opioid Settlement Resolution

The city attorney recommends the City Council approve the Memorandum of Agreement (MOA) and participate in the opioid settlement proceedings. All cities are eligible to participate in the settlements, but in order to do so, they must approve and sign the MOA and various participation forms on or before January 2, 2022. Participating in the settlements requires the City to release any claims we might have against the opioid distributors and manufacturers. Only certain Minnesota cities are entitled to receive local allocations under the settlements and Lauderdale is not one of them. However, cities are only eligible for future grant moneys and programming that originate from the hundreds of millions in settlement dollars if they participate in the settlements. It is unknown whether the City may want to participate in state or county grants or programming that may exist in the future, but a failure to participate in the settlements now will preclude such participation. Participating will not create or impose any additional obligations, administrative duties, record keeping activities, or otherwise on cities that are not receiving a local allocation. The only potential obligations would be those tied to any programming should the City desire to participate down the road.

Councilor Moffatt made a motion to adopt Resolution No. 121421I—A Resolution Approving the Memorandum of Agreement (MOA) between the State of Minnesota and Local Governments and Authorizing Participation in National Opioid Settlements and directs the Mayor and Administrator to take any actions necessary to effect participation. This was seconded by Councilor Grove and carried unanimously on a roll call vote.

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Set Agenda for Next Meeting

The next Council meeting may include the 2022 City Council meeting schedule, designating official depository and investment institutions, and committee appointments and assignments.

Work Session

A. Community Development Update

Butkowski said there were no additional updates.

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 one interested in speaking, Mayor Gaasch closed the floor.

Adjournment

Councilor Dains moved and seconded by Councilor Grove to adjourn the meeting at 8:08 p.m.
Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk