

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:00 P.M. TUESDAY, MAY 10, 2022
LAUDERDALE CITY HALL, 1891 WALNUT STREET

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **CALL TO ORDER THE LAUDERDALE CITY COUNCIL MEETING**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the April 26, 2022 City Council Meeting
 - c. Claims Totaling \$110,955.01
4. **CONSENT**
 - a. Gordy Beck Pay Increase
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Briefing with Ramsey County Attorney John Choi
 - b. City Council Updates
7. **PUBLIC HEARINGS**

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.
8. **DISCUSSION / ACTION ITEM**
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. April Financial Report
 - b. Green Step Cities Update
 - c. Building Safety Month Proclamation and Update by Rum River Consultants
 - d. Draft Administrative Citation Program
12. **WORK SESSION**
 - a. Community Development Update
 - b. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to three (3) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

13. **ADJOURNMENT**

To provide public comments, join us via Zoom.

You are invited to a Zoom webinar.

When: May 10, 2022 07:00 PM Central Time (US and Canada)

Topic: May 10, 2022 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81536354101?pwd=NzJBNzIbblc4SVF3ZEUvZDdBTTVmQT09>

Passcode: 857123

Or One tap mobile :

US: +16465588656,,81536354101# or +13017158592,,81536354101#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 815 3635 4101

International numbers available: <https://us02web.zoom.us/j/81536354101?pwd=NzJBNzIbblc4SVF3ZEUvZDdBTTVmQT09>

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 1 of 3

April 26, 2022

Call to Order

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

Roll Call

Councilors present: Andi Moffatt, Jeff Dains, Roxanne Grove, and Mayor Mary Gaasch.

Councilors absent: Duane Pulford.

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.

Mayor Gaasch asked if there were any corrections to the minutes of the April 12, 2022 City Council meeting. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the minutes of the April 12, 2022 City Council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the claims totaling \$51,411.12. Motion carried unanimously.

Consent

Councilor Moffatt moved and seconded by Councilor Grove to approve the Consent Agenda thereby acknowledging the March financial report and the first quarter investment report.

Informational Presentations/Reports

A. Annual Report by Police Captain Jeff Spiess

Captain Jeff Spiess presented to the Council and residents the annual police report. He also fielded questions after the conclusion of his presentation. The report is available on the City's website.

B. City Council Updates

Councilor Dains shared that the Mississippi Watershed Management Organization (MWMO) hired Kevin Reich to be the executive director.

Discussion/Action Items

A. Resolution No. 042622A – Supporting No Mow May Initiative 2022

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 2 of 3

April 26, 2022

Lawrence University researched the impact on bees if property owners didn't mow their yards in May. The results showed those yards had three-times higher bee species richness and five-times higher bee abundance than nearby areas that had been mowed. If the City Council would like to encourage residents to participate in No Mow May, the first step is to suspend enforcement of City ordinances regarding the length of the grass. Thereafter, staff would provide signs for participating residents to put in their windows.

Councilor Grove made a motion to adopt Resolution No. 042622A— A Resolution Supporting No Mow May Initiative 2022. This was seconded by Councilor Dains and carried unanimously.

B. 2021 Sanitary Sewer Lining Project Change Order No. 1

Butkowski explained that the City Council awarded a sanitary sewer lining project in 2021. Visu-Sewer won the contract and completed about half of the work in 2021. They will complete the rest of the lining work in 2022. The plan was to have the sewer mains not cleaned/televised in 2021 to be completed in 2022. This can be done as an extension of the original project if the Council approves the change order.

Councilor Moffatt made a motion to approve Change Order No. 1 of the 2021 Sanitary Sewer Lining Project. This was seconded by Councilor Grove and carried unanimously.

C. Classification and Compensation Services Proposal from DDA Human Resources, Inc.

Butkowski noted that the last class and compensation study predates the tenure of all staff. If there was a good time to do one, it was now in advance of union negotiations and the 2023 pay equity report. Staff asked DDA Human Resources, Inc. to prepare a proposal. Butkowski said based on recent experience bidding this service as a member of the Metro-Int executive committee, she was confident DDA offered the best price. Staff recommended having the full study completed at a cost of \$8,100.

Councilor Moffatt made a motion to approve Option 5 of the Classification and Compensation Study with DDA Human Resources, Inc. This was seconded by Councilor Grove and carried unanimously.

Set Agenda for Next Meeting

Administrator Butkowski stated that the May 10 council meeting may include a Green Step Cities update and a briefing from Ramsey County attorney John Choi.

Work Session

A. Administrative Citation Program

Butkowski explained that as part of the new contract, Rum River Consultants (RRC) would be assisting with code enforcement. There are a number of properties with long-standing issues that have been a challenge to address using the criminal court system. The recent zoning survey

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
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Page 3 of 3

April 26, 2022

highlighted community frustration around unaddressed code violations. RRC's preferred method of addressing code violations is an administrative citations program. The City has previously not used an administrative citations program due to the prosecuting attorney's advice regarding the administrative burden of such a program. With RRC taking care of the administrative burden, staff look forward to addressing some long-standing violations. The Council directed staff to prepare a draft ordinance for consideration.

B. Community Development Update

Butkowski shared that she had a meeting at Seminary Pond today to discuss ongoing maintenance and revegetation. She said she met with Real Estate Equities' general contractor on site at 1795 Eustis Street on April 25. Butkowski added that she will discuss names for the new senior apartment with Real Estate Equities. Finally, the fiber optic project on Eustis Street is almost complete.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened 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 8:53 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk



CITY OF LAUDERDALE
LAUDERDALE CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
651-792-7650
651-631-2066 FAX

Request for Council Action

To: Mayor and City Council
From: City Administrator
Meeting Date: May 10, 2022
Subject: List of Claims

The claims totaling \$110,955.01 are provided for City Council review and approval that includes check numbers 27905 to 27926.

Accounts Payable

Checks by Date - Detail by Check Number

User: heather.butkowski
 Printed: 5/10/2022 3:17 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	77 2Q2022	United States Postal Service 2@22 Newsletter Postage	05/10/2022	412.43
Total for this ACH Check for Vendor 77:				412.43
ACH	43	Public Employees Retirement Association PR Batch 50900.04.2022 PERA Coordinated PR Batch 50900.04.2022 PERA Coordinated	04/29/2022 PR Batch 50900.04.2022 PER PR Batch 50900.04.2022 PER	1,190.69 1,031.93
Total for this ACH Check for Vendor 43:				2,222.62
ACH	44	Minnesota Department of Revenue PR Batch 50900.04.2022 State Income Tax	04/29/2022 PR Batch 50900.04.2022 Stat	684.28
Total for this ACH Check for Vendor 44:				684.28
ACH	45	ICMA Retirement Corporation PR Batch 50900.04.2022 Deferred Comp	04/29/2022 PR Batch 50900.04.2022 Def	1,498.21
Total for this ACH Check for Vendor 45:				1,498.21
ACH	46	Internal Revenue Service PR Batch 50900.04.2022 FICA Employee Portio PR Batch 50900.04.2022 Federal Income Tax PR Batch 50900.04.2022 Medicare Employer Po PR Batch 50900.04.2022 Medicare Employee Pc PR Batch 50900.04.2022 FICA Employer Portio	04/29/2022 PR Batch 50900.04.2022 FIC. PR Batch 50900.04.2022 Fed PR Batch 50900.04.2022 Mec PR Batch 50900.04.2022 Mec PR Batch 50900.04.2022 FIC.	993.69 1,679.34 232.39 232.39 993.69
Total for this ACH Check for Vendor 46:				4,131.50
27905	184 4118145146 4118145146	Cintas May Uniforms May Uniforms	05/10/2022	4.23 4.23
Total for Check Number 27905:				8.46
27906	36 0230876	City of Roseville Lauderdalemn.org Domain Renewal	05/10/2022	184.95
Total for Check Number 27906:				184.95
27907	61 2040529	Gopher State One Call April Locates	05/10/2022	28.35
Total for Check Number 27907:				28.35
27908	82 7107093	Home Depot Cordless Chainsaw	05/10/2022	278.10
Total for Check Number 27908:				278.10
27909	84	North Star Bank Cardmember Services	05/10/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	052022	Costco - 3 Rolls of Stamps		173.25
	052022	Home Depot - Cordless Weed Whip		321.05
	052022	Gertens - Potted Plants		76.60
	052022	April Costco Fuel		44.55
	052022	Midwest Fence - Dog Park Fence Hinge		30.75
	052022	April Costco Fuel		207.90
	052022	April Costco Fuel		44.55
	052022	Cap City - TD LMC Parking		8.50
	052022	MN Pollution Control - GB Wastewater Certificate		45.97
	052022	Costco - 2 Rolls of Stamps		115.50
Total for Check Number 27909:				1,068.62
27910	4	The Neighborhood Recycling Company Inc	05/10/2022	
	S1003472	April Multi-Family Recycling		412.62
	S1003472	April Single Unit Dwelling		2,972.06
Total for Check Number 27910:				3,384.68
27911	3	US National Equipment Finance Inc	05/10/2022	
	471091090	May Copier Lease		176.00
Total for Check Number 27911:				176.00
27912	13	8th Day Landscaping LLC	05/10/2022	
	9465	April 2022 Snow Removal		660.00
Total for Check Number 27912:				660.00
27913	52	Bluechip Tree Company Inc	05/10/2022	
	2Q2022	Removals Around Town		3,195.00
Total for Check Number 27913:				3,195.00
27914	36	City of Roseville	05/10/2022	
	0230881	May IT Services		1,802.97
Total for Check Number 27914:				1,802.97
27915	29	City of St Anthony	05/10/2022	
	4200	May Police Services		66,856.92
Total for Check Number 27915:				66,856.92
27916	192	Comcast Holdings Corporation	05/10/2022	
	146111065	4/2022 Internet		413.00
Total for Check Number 27916:				413.00
27917	25	County of Ramsey	05/10/2022	
	EMCOM-010033	4/2022 Fleet Support		6.24
	EMCOM-010048	4/2022 911 Dispatch Services		642.58
	EMCOM-010065	4/2022 CAD Services		106.52
Total for Check Number 27917:				755.34
27918	134	Katrina Joseph	05/10/2022	
	00124	4/2022 Legal Fees		925.00
Total for Check Number 27918:				925.00
27919	99	Metropolitan Area Management Association	05/10/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1161	Luncheon Meeting - HB		25.00
			Total for Check Number 27919:	25.00
27920	24 0001139652	Metropolitan Council June Waste Water	05/10/2022	11,614.67
			Total for Check Number 27920:	11,614.67
27921	12 2022-076	NineNorth 2/2022 CTV Programming	05/10/2022	778.66
			Total for Check Number 27921:	778.66
27922	356 496	Rum River Ventures LLC November 2021 - April 2022 Contract Building	05/10/2022	8,347.60
			Total for Check Number 27922:	8,347.60
27923	81 052022 052022 052022	St Paul Regional Water Service 1891 Walnut St 1885 Fulham St 1915 Walnut St	05/10/2022	79.58 118.61 20.52
			Total for Check Number 27923:	218.71
27924	90 9905412063 9905412063 9905412063	Verizon Wireless 4/2022 Cell Phone 4/2022 Cell Phone 4/2022 Cell Phone	05/10/2022	45.12 90.24 45.12
			Total for Check Number 27924:	180.48
27925	7 9174693-0500-2	Waste Management Inc 5/2022 PW Dumpster	05/10/2022	590.08
			Total for Check Number 27925:	590.08
27926	74 778219653	Xcel Energy 4/2022 Street Lighting	05/10/2022	513.38
			Total for Check Number 27926:	513.38
			Report Total (27 checks):	110,955.01

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date May 10, 2022

ITEM NUMBER Beck Compensation Incr.

STAFF INITIAL *GB*

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Public work employee Gordy Beck recently passed the MPCA wastewater collection system operator Class SC exam and qualifies for the SC license. The license is effective May 1, 2022. As such, Gordy qualifies for the additional pay for holding the license for the City. His pay will increase from \$33.37 to \$35.61.

OPTIONS:

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council approves the pay increase of Gordy Beck effective May 1, 2022.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____
Public Hearing _____
Discussion _____
Action _____
Resolution _____
Work Session _____

Meeting Date May 10, 2022

ITEM NUMBER County Atty. John Choi

STAFF INITIAL _____

AK

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

County Attorney John Choi and his assistant Mark Haase will be at the meeting. They have a PowerPoint presentation to share that we haven't received yet.

OPTIONS:

STAFF RECOMMENDATION: