

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:00 P.M. TUESDAY, JUNE 28, 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 June 14, 2022 City Council Meeting
 - c. Claims Totaling \$27,756.47
4. **CONSENT**
 - a. Tom Douvier Probation and Step Increase
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Day in the Park
 - 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**
 - a. Update on Sale of 1795 Eustis Street
 - b. Election Judge Appointments
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Draft Administrative Citation Program
 - b. 2023 Budget
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: Jun 28, 2022 07:00 PM Central Time (US and Canada)

Topic: June 28, 2022 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89003109351?pwd=cK0Vc1h1GXWAYR3x7SF4gTfHthGY80.1>

Passcode: 520084

Or One tap mobile :

US: +13017158592,,89003109351# or +13126266799,,89003109351#

Or Telephone:

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

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

Webinar ID: 890 0310 9351

International numbers available: <https://us02web.zoom.us/j/89003109351?pwd=cK0Vc1h1GXWAYR3x7SF4gTfHthGY80.1>

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

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June 14, 2022

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:02 p.m.

Roll Call

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

Councilors absent: Roxanne Grove and 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. Administrator Butkowski stated that she would like to add a League of Minnesota Cities (LMC) presentation to the Informational Presentations/Reports. There being nothing else, Councilor Dains moved and seconded by Councilor Moffatt to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the May 24, 2022 city council meeting. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the minutes of the May 24, 2022 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. Councilor Dains asked about the fence screening purchase. Councilor Dains moved and seconded by Councilor Moffatt to approve the claims totaling \$123,664.83. Motion carried unanimously.

Consent

Councilor Moffatt moved and seconded by Councilor Dains to approve the Consent Agenda thereby acknowledging the May financial report.

Informational Presentations/Reports

A. LMC Recognition of Mayor Gaasch

D. Love, David Unmacht, and Luke Fischer of the LMC came to City Hall to surprise Mayor Gaasch and recognize her for all of her hard work on the LMC board to the benefit of cities across the state of Minnesota.

B. Update from Eureka Recycling Staff

Joanna Stone and Carl Ringberg joined the meeting via Zoom to give an update on Eureka Recycling. They answered questions from the Council at the conclusion of their presentation.

C. City Council Updates

Councilor Dains attended a Met Council Transportation Accessibility Committee meeting last week. Metro Transit staff presented on staffing and security issues.

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Lauderdale City Hall
1891 Walnut Street
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Discussion/Action Item

A. Declaration of Easement at 1795 Eustis Street

In March, the City Council agreed to vacate the east-west leg of the alley to Malvern Street at 1795 Eustis Street in favor of a new alley with access to Eustis Street. A declaration of easement document creates that new alley. The easement is the simplest way for the City to retain access for an alley on the property ahead of the sale of the land to Real Estate Equities.

Councilor Dains made a motion to adopt the Declaration of Easement at 1795 Eustis Street. This was seconded by Councilor Moffatt and carried unanimously.

B. Assignment of Tax Increment Financing Document with Consent and Estoppel Certificate

The City Council does not need to approve the Assignment of Tax Increment Financing Documents; however, the Consent and Estoppel Certificate, which is Exhibit B, must be signed by the Mayor and City Administrator. The city attorney reviewed the document and recommended its approval.

Councilor Moffatt made a motion authorizing the Mayor and City Administrator to sign Exhibit B, the Consent and Estoppel Certificate of the Assignment of Tax Increment Financing Documents. This was seconded by Councilor Dains and carried unanimously.

C. Subordination Agreement to the Purchase and Development Agreement

The City Council was asked to execute the Subordination Agreement to the Purchase and Development Agreement. The city attorney reviewed the document and recommended its approval.

Councilor Moffatt made a motion authorizing the Mayor and City Administrator to sign the Subordination Agreement to the Purchase and Development Agreement. This was seconded by Councilor Dains and carried unanimously.

D. Fencing Consortium Joint Powers Agreement

Butkowski explained that when protests happened in recent years, fencing was hard to procure and get in place quickly. Police departments in Hennepin County began discussing the problem and a solution grew from there. There is a metro-wide plan for cities that opt into a joint powers agreement (JPA) to buy and store fencing for emergency use.

Staff worked with SAPD on the matter. They are joining the JPA to procure fencing for one of their buildings. The Council discussed whether to join the JPA at an estimate of \$2,000 per year. After their discussion, the Council decided against joining the JPA.

E. Green Step Cities Update

Butkowski mentioned that the City received Step 1 and 2 recognition as a Green Step City in 2015 and 2016. Staff reviewed with the Council the activities completed to receive that

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Lauderdale City Hall
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recognition. Since then, the City completed a number of Green Step City action items but has not yet submitted them to the MPCA for review. Staff plan to do that in the upcoming weeks and will share that information with the Council. After that task is completed, staff will present the types of activities the City must accomplish to achieve Step 3 recognition. Step 2 required minimal costs beyond what the City was already spending, and the staff time involved was minimal. That changes with Step 3, which is why the City has not achieved that Step yet.

Set Agenda for Next Meeting

Butkowski said the June 28 council meeting may include a draft administration citation program and election judge appointments.

Work Session

A. Community Development Update

Butkowski shared that she received the closing documents for 1795 Eustis Street, which is set to close on July 1.

B. Opportunity for the Public to Address the City Council

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

Masumi Abeler, Roseville resident, shared that the noise from the dog park makes it difficult to live nearby.

Allison Eklund, Roseville resident, echoed the same sentiments as Masumi. She asked the Council to consider tools that would lead to visitors with dogs that repeatedly bark be banned from the dog park.

Jon Abeler, Roseville resident, stated that he might move because of the dog park adversely affects his quality of life.

Adjournment

Councilor Dains moved and seconded by Councilor Moffatt to adjourn the meeting at 8:25 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

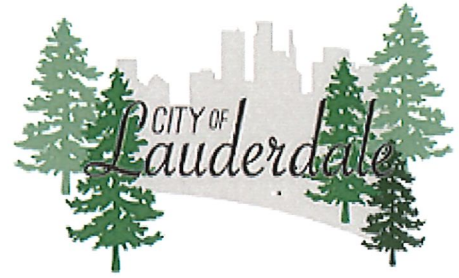
To: Mayor and City Council
From: City Administrator
Meeting Date: June 28, 2022
Subject: List of Claims

The claims totaling \$27,756.47 are provided for City Council review and approval that includes check numbers 27959 to 27971.

Accounts Payable

Checks by Date - Detail by Check Date

User: MILES.CLINE
 Printed: 6/24/2022 12:30 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH 34		AFSCME MN Council 5 PR Batch 51300.06.2022 Union Dues	06/24/2022 PR Batch 51300.06.2022 Unif	164.64
Total for this ACH Check for Vendor 34:				164.64
ACH 43		Public Employees Retirement Association PR Batch 51300.06.2022 PERA Coordinated PR Batch 51300.06.2022 PERA Coordinated	06/24/2022 PR Batch 51300.06.2022 PER PR Batch 51300.06.2022 PER	1,201.73 1,041.50
Total for this ACH Check for Vendor 43:				2,243.23
ACH 44		Minnesota Department of Revenue PR Batch 51300.06.2022 State Income Tax	06/24/2022 PR Batch 51300.06.2022 Stat	693.47
Total for this ACH Check for Vendor 44:				693.47
ACH 45		ICMA Retirement Corporation PR Batch 51300.06.2022 Deferred Comp PR Batch 51300.06.2022 Deferred Comp	06/24/2022 PR Batch 51300.06.2022 Def PR Batch 51300.06.2022 Def	1,500.76 1,211.30
Total for this ACH Check for Vendor 45:				2,712.06
ACH 46		Internal Revenue Service PR Batch 51300.06.2022 FICA Employee Portio PR Batch 51300.06.2022 FICA Employer Portio PR Batch 51300.06.2022 Medicare Employee Pc PR Batch 51300.06.2022 Federal Income Tax PR Batch 51300.06.2022 Medicare Employer Po	06/24/2022 PR Batch 51300.06.2022 FIC. PR Batch 51300.06.2022 FIC. PR Batch 51300.06.2022 Mec PR Batch 51300.06.2022 Fed PR Batch 51300.06.2022 Mec	1,163.17 1,163.17 272.05 1,777.41 272.05
Total for this ACH Check for Vendor 46:				4,647.85
Total for 6/24/2022:				10,461.25
27959	65 18513498	Allstream Inc. Fax Line	06/28/2022	52.28
Total for Check Number 27959:				52.28
27960	369 43187293	BMI DIP Music License	06/28/2022	391.00
Total for Check Number 27960:				391.00
27961	233 71514 73347	Bond Trust Services Corporation 2019A Bond Interest - 333519 2021A Agent Paying Fee - Ref 73347-PA	06/28/2022	9,375.00 475.00
Total for Check Number 27961:				9,850.00
27962	133	Miles Cline	06/28/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	062022	2Q22 Mileage Reimbursement		47.46
			Total for Check Number 27962:	47.46
27963	192 148199897	Comcast Holdings Corporation June Internet	06/28/2022	413.00
			Total for Check Number 27963:	413.00
27964	25	County of Ramsey	06/28/2022	
		PR Batch 51300.06.2022 Life Insurance	PR Batch 51300.06.2022 Life	171.13
		PR Batch 51300.06.2022 Short Term Disability	PR Batch 51300.06.2022 Sho	69.29
		PR Batch 51300.06.2022 Long Term Disability	PR Batch 51300.06.2022 Lon	79.44
	EMCOM-010098	May Fleet Support		6.24
	EMCOM-010113	May CAD Services		106.52
	EMCOM-010129	May 911 Dispatch Services		642.58
	RISK-002175	June Insurance Processing Fee		30.00
			Total for Check Number 27964:	1,105.20
27965	19 90790	Ehlers and Associates Inc 1795 Eustis Redevelopment	06/28/2022	1,106.25
			Total for Check Number 27965:	1,106.25
27966	31 168245 168245	Kennedy & Graven Chartered May Legal Services 1795 Eustis TIF Agreement	06/28/2022	55.50 2,210.00
			Total for Check Number 27966:	2,265.50
27967	185 062022 062022 062022	Lauderdale Certified Auto Repair Inc May Fuel May Fuel May Fuel	06/28/2022	116.17 24.89 24.89
			Total for Check Number 27967:	165.95
27968	10 0001345446	On Site Sanitation Inc 06/11/2022 - 07/08/2022 Park Portable Restroom	06/28/2022	218.00
			Total for Check Number 27968:	218.00
27969	5 619861-05-22	Premium Waters Inc May Water Bottles	06/28/2022	10.99
			Total for Check Number 27969:	10.99
27970	7 9190348-0500-3 9205981-0500-4	Waste Management Inc June Public Works July - September Skyview Park	06/28/2022	601.77 128.40
			Total for Check Number 27970:	730.17
27971	74 782064268 782136358 782411917 782474854 782816565 782816565 782816565	Xcel Energy Larpenteur Bridge Lights 2430 Larpenteur Avenue W May Street Lighting Larpenteur Avenue 1885 Fulham Street 1917 Walnut Street 1885 Fulham Street	06/28/2022	31.09 15.71 496.40 34.61 31.04 29.63 28.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	782816565	1917 Walnut Street		20.67
	782826633	1891 Walnut Street		140.83
	782826633	1891 Walnut Street		61.22
	782826633	1795 Eustis Street		49.73
Total for Check Number 27971:				939.42
Total for 6/28/2022:				17,295.22
Report Total (18 checks):				27,756.47

**LAUDERDALE COUNCIL
ACTION FORM**

ACTION REQUESTED

Consent X
Public Hearing
Discussion
Action
Resolution
Work session

Meeting Date: June 28, 2022

ITEM NUMBER Douvier - Probation and Wage

STAFF INITIAL *AB*

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Tom Douvier began working for the City on January 4, 2022. That means his six-month probationary period ends on July 3, 2022. Tom began at step two of the wage scale and now moves to step three or \$30.02/per hour.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council approves Tom Douvier's step increase effective July 3, 2022.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date June 28, 2022

ITEM NUMBER 1795 Eustis Street Closing

STAFF INITIAL *JB*

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff plan to just take a moment during the meeting to update the Council on the process to close on the sale of 1795 Eustis Street.

OPTIONS:

STAFF RECOMMENDATION:

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
 Public Hearing
 Discussion
 Action
 Resolution
 Work Session

Meeting Date June 28, 2022

ITEM NUMBER Appoint Election Judges

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Below are individuals willing to be appointed by the City Council to serve as election judges for the 2022 primary and general elections. Many of these election judges have performed election judge duties for many years and some are new. Karen Doherty will be the Head Election Judge again this year.

Judges for Primary and General Elections

Karen Doherty	Karianne Goodmanson	Judy Hayes
Anthony Mieloch	Katharine Nave	Lynn Richason
Hans Simons	Jennifer Syverson	Christopher Wrightson
Edith Affeldt	Waltraud White	Kristian Mustard
Bruce Bissonett	Wally Borner	Ann Sisel
Dawn Bartylla		

Applicants do not need to declare party affiliation to be a judge, but the City must follow rules for maintaining party balance. Party affiliation is not public information. The City will assign judges such that it meets the required party representation.

Judges must be trained at least every two years as required by State Law. Staff propose offering election judges \$15 per hour for training and on election days and the head judge \$18.00 per hour. The City supplies breakfast, lunch, and dinner on election days.

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council approves the election judge list and pay rates for the 2022 primary and general elections and authorizes staff to hire additional judges that meet the election judge criteria as needed.