

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

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December 13, 2022

Call to Order

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

Roll Call

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

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 Pulford to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the November 22, 2022 city council meeting. There being none, Councilor Moffatt moved and seconded by Councilor Pulford to approve the minutes of the November 22, 2022 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. Councilor Dains asked for clarification on the 8th Day Landscaping bill. There being nothing else, Councilor Dains moved and seconded by Councilor Pulford to approve the claims totaling \$200,296.76. Motion carried unanimously.

Consent

Councilor Moffatt moved and seconded by Councilor Dains to approve the Consent Agenda thereby approving the 2023 SafeAssure contract, the year-end accounts payable authorization, the final pay request from Visu-Sewer, Inc. for the 2021-2022 sewer lining project, the 2023 Northeast Youth and Family Services contract, and audit preparation and long-term financial plan services contract with Abdo.

Special Order of Business/Recognitions/Proclamations

B. Resolution No. 121322B Commending Council Member Andi Moffatt

Mayor Gaasch read a resolution to commend Councilor Moffatt for her service to the City of Lauderdale. This was followed by words from Council Members and Moffatt herself.

Council Member Grove arrived at 7:10 p.m.

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C. Resolution No. 121322C Commending State Senator John Marty
Mayor Gaasch read a resolution to commend Senator Marty for his service to the City of Lauderdale. This was followed by words from Council Members and Marty himself.

D. Resolution No. 121322D Commending State Representative Alice Hausman
Mayor Gaasch read a resolution to commend State Representative Hausman for her service to the City of Lauderdale. This was followed by words from Council Members and Hausman herself.

A. Resolution No. 121322A Commending Council Member Roxanne Grove
Mayor Gaasch read a resolution to commend Councilor Grove for her service to the City of Lauderdale. This was followed by words from the council and Grove herself.

Informational Presentations/Reports

A. City Council Updates

Councilor Pulford mentioned that he discovered an owl in the pine trees at Lauderdale Community Park.

Public Hearings

A. Truth-in-Taxation Public Hearing

Administrator Butkowski gave a presentation highlighting the 2023 general fund/special revenue fund budgets, as well as the 2023-2032 capital improvement plan.

State law requires that the Council hold a public hearing prior to adoption of the budget and levy.

Mayor Gaasch opened the floor at 7:51 p.m. to those in attendance interested in addressing the Council on this topic. There being no one interested in speaking, Mayor Gaasch closed the floor at 7:52 p.m.

B. Resolution No. 121322E – Adopting the 2022 Final Property Tax Levy

Councilor Moffatt made a motion to adopt Resolution 121322E—A Resolution Adopting the 2023 Final Property Tax Levy. This was seconded by Councilor Dains and carried unanimously.

C. Resolution No. 121322F – Adopting the 2022 Final Budget and Establishing Fund Appropriations

Councilor Moffatt made a motion to adopt Resolution 121322F—A Resolution Adopting the 2023 Final Budget and Establishing Fund Appropriations. This was seconded by Councilor Grove and carried unanimously.

Discussion/Action Item

A. 1832 Eustis Street Parking Pad Waiver Request

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Brooke and Dan Lemke, owners of 1832 Eustis Street, created a gravel parking area off the alley early this year. City code does not allow new parking areas to be surfaced with gravel. A letter dated September 6, 2022 was sent informing them and letting them know that a permit was required to create a new parking pad.

They submitted applications for a driveway and a parking pad. City code defines a driveway as “an improved surface primarily intended for ingress and egress to a garage or other vehicle parking structure.” In this case, there is no garage or parking structure so the entire improved area is a parking pad.

The Lemke’s lot is 5,280 square feet, which would allow for a parking pad of 264 square feet. The permit application identifies a parking pad area of 705 square feet (13.4% of their lot square footage). They are requesting a waiver of 441 square feet. Staff compared their request to the typical impervious surface on a similar sized lot. With the improvements, they were well below what is typical. The Council discussed impervious surfaces and stormwater management but felt the request did not negatively affect public health, safety, or welfare.

Councilor Moffatt made a motion to approve the waiver with the following conditions: the surface will be paved with asphalt or concrete per city code; the owners will not add additional impervious surface (pavement or roofed structures) without City approval; and this waiver applies only to this request and does not run with the land. Any future improvement must comply with city codes in place at the time of the change. This was seconded by Councilor Grove and carried unanimously.

Set Agenda for Next Meeting

Butkowski stated that the January 10 council meeting will include the swearing in of newly elected officials, designating the official depository and investment institutions, 2023 committee appointments and assignments, establishing the 2023 fee schedule, establishing the 2023 City Council meeting schedule, the November financial report, and the City Administrator job performance evaluation.

Work Session

A. Community Development Update

Butkowski shared that the Forestry Corps interview process was ongoing and there was a chance a member may start at the end of January.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to those in attendance interested in addressing the Council. There being nobody interested in speaking, Mayor Gaasch closed the floor.

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Closed Session

Councilor Moffatt made a motion to enter a closed session to discuss the union contract at 8:17 p.m. This was seconded by Councilor Pulford and carried unanimously.

Council members discussed the most recent union proposal and provided staff direction on how to respond.

Councilor Moffatt made a motion to come out of closed session at 9:00 p.m. This was seconded by Councilor Grove and carried unanimously.

Additional Item: Staff Holiday Leave


Councilor Dains requested that the Council consider two additional personal days for staff as a sign of appreciation for a good year's work.

Councilor Dains moved and seconded by Councilor Pulford to provide two additional personal leave days for each full-time staff member. Motion carried unanimously.

Adjournment

Councilor Moffatt moved and seconded by Councilor Dains to adjourn the meeting at 9:10 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk