

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

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January 9, 2024

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:03 p.m.

**Roll Call**

Councilors present: Evan Sayre, Sharon Kelly, Duane Pulford, Jeff Dains, 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 to the meeting agenda. There being none, Councilor Kelly moved and seconded by Councilor Pulford to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the December 12, 2023 City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the December 12, 2023 City Council meeting minutes. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Sayre moved and seconded by Councilor Pulford to approve the claims totaling \$287,630.86. Motion carried unanimously.

**Consent**

Councilor Kelly moved and seconded by Councilor Sayre to approve the Consent Agenda thereby acknowledging the November financial report and approving the corrected city administrator's contract; Resolution No. 010924A – Designate the Official Depository and Investment Institutions; the 2024 City Council meeting schedule; and Resolution No. 010924B – Accepting 2024 SCORE Funding from Ramsey County for the Lauderdale Recycling Program.

**Informational Presentations/Reports**

A. City Council Updates

Councilor Kelly shared that she attended a BIPOC elected leaders group event at Malcolm Yards in Minneapolis. Mayor Gaasch shared that she attended a number of Regional Council of Mayors meetings. She also met the new mayors of Golden Valley and St. Anthony Village.

**Public Hearings**

A. Resolution No. 010924C – A Resolution Establishing License and Permit Fees and Administrative Fees and Fines

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Butkowski said that staff reviews the fee schedule early each year in anticipation of the year ahead. Staff made a few cleanup changes to the fee schedule but recommend nothing substantive. Prior to adopting the fee schedule, the city council must hold a public hearing.

Mayor Gaasch opened the floor at 7:11 p.m. to those in attendance interested in addressing the Council on this topic.

There being nobody interested in speaking, Mayor Gaasch closed the floor at 7:12 p.m.

Councilor Pulford made a motion to adopt Resolution No. 010924C - A Resolution Establishing License and Permit Fees, and Administrative Fees and Fines as presented. This was seconded by Councilor Kelly and carried unanimously.

**Discussion/Action Item**

**A. 2024 Committee Appointments and Assignments**

The Council determines committee assignments and makes other designations at the beginning of the year. Butkowski said staff carried over the assignments from 2023 to 2024, and will revise the assignments based on changes made during the discussion.

Councilor Sayre made a motion to adopt the committee assignments as discussed. This was seconded by Councilor Pulford and carried unanimously.

**B. Eustis Street Turnback Discussion**

Butkowski said she informed Alan Maxwell at Ramsey County of the Council's decision to cost-share versus accept turnback of Eustis Street. She received a response stating, "It seems like something was lost in translation from when we began work on this project." She said she met with Alan and County Engineer John Mazzitello to discuss what was "lost in translation." They said that their offer was to do the project with the sidewalks if there was a turnback. If the project remained county owned, they said they would have designed something different.

Through their deliberation process, the City Council was very clear with the County that it was deciding between the two options presented which were cost-share or take ownership of the road. At no point did the County provide an alternative. During the meeting, the Council discussed the situation and decided to have the mayor and another council member meet with the County Commissioner and engineering staff.

**Set Agenda for Next Meeting**

Butkowski stated that the January 23 council meeting would include the December financial report, 2024 alcohol and tobacco licenses, a side yard setback variance for 1773 Fulham Street, and quotes for a security camera system.

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**Work Session**

A. Community Development Update

Councilors Sayre, Kelly, Pulford and Mayor Gaasch asked staff to register them for the League of Minnesota Cities Day the Hill event. Butkowski noted the claims amount was larger than usual because of the annual bond payments. The Roers Heart of Burnsville conduit debt project supported by the City did not receive funding. The new City truck plow and box quotes will be provided at the next meeting. Staff were optimistic that skating rinks could be opened soon in spite of the weather this winter.

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.

**Adjournment**

Councilor Dains moved and seconded by Councilor Kelly to adjourn the meeting at 8:15 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline  
Deputy City Clerk