

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

Page 1 of 3

January 14, 2024

Swearing in of Newly Elected Officials

Administrator Butkowski performed the swearing in ceremony for Mayor Gaasch in person and Councilor Dains via Zoom.

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:05 p.m.

Roll Call

Councilors present: Evan Sayre, Sharon Kelly, Jeff Dains via Zoom, and Mayor Mary Gaasch.
Councilor 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 Kelly to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the December 10, 2024, City Council meeting. There being none, Councilor Sayre moved and seconded by Councilor Kelly to approve the December 10, 2024, City Council meeting minutes. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. Councilor Kelly asked about the higher than normal total. Staff responded that the time frame for the claims covered five weeks instead of two and included the annual 2019 Improvement Project bond payment. Councilor Kelly moved and seconded by Councilor Dains to approve the claims totaling \$395,089.64. Motion carried unanimously.

Consent

Councilor Sayre moved and seconded by Councilor Dains to approve the Consent Agenda thereby acknowledging the November financial report and December financial report and approving Resolution No. 011425A - Designating Official Depository and Investment Institutions, and establishing the 2025 City Council Meeting Schedule

Public Hearings

A. Resolution No. 011425B – Establishing 2025 License and Permit Fees and Administrative Fees and Fines

At the end of each year, staff reviews the fee schedule in anticipation of the year ahead. Many fees haven't changed in years, even a decade or more. Staff noted in red recommended fee

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

Page 2 of 3

January 14, 2024

increases. Butkowski said are significant increases, but more closely reflect the cost in staff time. Staff prefer to change the fees infrequently because it results in sizable work to update all our forms with the new fees. 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 interested in addressing the Council. There being nobody interested in speaking, Mayor Gaasch closed the floor at 7:12 p.m.

Councilor Kelly made a motion to adopt Resolution No. 011425B - A Resolution Establishing 2025 License and Permit Fees, and Administrative Fees and Fines. This was seconded by Councilor Sayre and carried unanimously.

Discussion/Action Item

A. Metropolitan Council 2025 Private Property Inflow and Infiltration Grant Agreement
Butkowski explained the City was awarded a \$25,000 Private Property Inflow and Infiltration Grant from the Metropolitan Council for 2025. The grant provides Lauderdale residents with grants up to \$5,000 to help with sanitary sewer repairs that will prevent clear water (rain and ground water) from entering the wastewater treatment system. In 2024, the City was awarded \$16,000 in grant funds.

Certain work qualifies and the grant pays up to 50% of eligible costs for:

- Private lateral repair and/or replacement
- Foundation drain disconnects with new sump pump, if associated with the foundation drain disconnect
- Sewer lateral inspection and cleaning costs if televising and cleaning result in repair or replacement of sewer lateral

To proceed, the Council must approve the grant agreement.

Councilor Dains made a motion to approve the Metropolitan Council 2025 Private Property Inflow and Infiltration (I/I) Grant Agreement No. SG-22740. This was seconded by Councilor Kelly and carried unanimously.

B. 2025 Committee Appointments and Assignments

The Council determines committee assignments and makes other designations at the beginning of the year. Staff carried over the assignments from 2024 to 2025 and noted where new appointments need to be made. Staff will revise the form based on the discussion.

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

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

Page 3 of 3

January 14, 2024

Set Agenda for Next Meeting

Butkowski stated that the January 28 Council meeting might include the fourth quarter investment report and the municipal cannabis feasibility report.

Work Session

A. Community Development Update

Butkowski stated that staff is working on audit preparation this week, with the formal audit being at the end of January. Staff learned that in the mid-1990s when Larpenteur Avenue was reconstructed, the City took ownership of the storm sewer trunk line in Eustis Street south of Larpenteur Avenue. Staff will review the condition of the pipe based on televising provided by Ramsey County and determine if repairs are needed in advance of the County project. Finally, Butkowski attended the recent Ramsey County engineers meeting to further efforts to reduce shared costs for non-MSA cities during Ramsey County road projects.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to those interested in addressing the Council.

Greg Williams, 1626 Rose Hill Circle, approached the Council to play an MP3 recording that noted his suggestions for the Environment and Sustainability Commission.

There being nobody else interested in speaking, Mayor Gaasch closed the floor.

Adjournment

Councilor Sayre moved and seconded by Councilor Kelly to adjourn the meeting at 7:35 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk