

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

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June 30, 2015

Mayor Dains called the Regular City Council meeting to order at 7:37 p.m.

Councilors present: Mayor Dains, Mary Gaasch, Roxanne Grove, Denise Hawkinson, and Lara Mac Lean.

Councilors absent: None.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant City Administrator; and Terry Berg, Deputy City Clerk.

Approvals

Mayor Dains asked for changes to the meeting agenda. Motion was made by Councilor Grove to approve the agenda with the addition of the League of Minnesota Cities Annual Conference Report under Additional Items, seconded by Councilor Mac Lean and carried unanimously.

Councilor Hawkinson moved to approve the City Council meeting minutes of June 9, 2015. Councilor Gaasch seconded the motion and carried unanimously.

Councilor Gaasch moved and seconded by Councilor Mac Lean to approve the claims totaling \$29,635.07. Motion carried unanimously.

Consent

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. There being none, Councilor Hawkinson moved and seconded by Councilor Mac Lean to approve the Consent Agenda acknowledging the May Financial Report, Sale of City Goods, Revised Data Practices Policy, and Ensuring the Security of Not Public Data Policy. Motion carried unanimously.

Informational Presentations / Reports

A. Farmer's Markets in the Park

Assistant City Administrator Jim Bownik reviewed the dates of the five Farmer's Markets scheduled for 2015. The first was held on June 10 with ten vendors participating, a food truck and music was present.

Bownik noted that the Day in the Park is scheduled for August 15.

Public Hearings

A. Annual Storm Water Presentation and Public Comment Opportunity

City Administrator Butkowski reported that 2014 was a transition year with Stantec handling the MS4 permit renewal. Two ordinances were adopted earlier in 2015 as part of the regulatory obligations the City has. Going forward the requirements include education and public outreach.

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Administrator Butkowski recapped City activities which include articles in the City newsletter, annual presentation with opportunity for public comment, partnering with other organizations on education programs, and the City financially supports the Minnesota Waters: Let's Keep It Clean program.

Mayor Dains opened the public hearing for comment at 7:45 p.m.

There being no public comment, the hearing was closed at 7:46 p.m.

B. Ordinance Amendment 15-03 Relating to Weeds

Administrator Butkowski recapped the lengthy process for addressing problem properties with weeds and rank growth. The proposed ordinance amendment streamlines the process and shortens the timeframe by two weeks. Notices no longer need to be mailed certified which is costly.

The proposed nuisance abatement is for 1701 Carl Street, which was a problem address in 2014 and again in 2015. The property owners have been mailed three notices at two different addresses with all mail being returned to City Hall.

Mayor Dains opened the public hearing for comment at 7:49 p.m.

There being no public comment, the hearing was closed at 7:50 p.m.

Discussion / Action Items

A. Ordinance Amendment 15-03 Relating to Weeds

There being no further discussion, motion was made by Councilor Gaasch and seconded by Councilor Hawkinson to adopt Ordinance No. 15-03, An Ordinance Amending Chapter 6 of the Code of Ordinances Regarding Weeds. Motion carried unanimously on a roll call vote.

B. Nuisance Abatement at 1701 Carl Street

City Administrator reviewed the two quotes for one time clean up with 8th Day Landscaping being the recommendation.

Motion was made by Councilor Gaasch and seconded by Hawkinson to approve the Destruction Order directing staff to abate the rank vegetation and noxious weed nuisances at 1701 Carl Street as provided by Title 4, Chapter 6 of the Lauderdale City Code. Motion carried unanimous on a roll call vote.

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C. Tort Liability Waiver – Workers Compensation Renewal

Administrator Butkowski reminded Council that the City has not waived the municipal tort liability in the past with staff recommendation to continue that practice. The quotes for workers compensation were reviewed.

Motion was made by Councilor Mac Lean and seconded by Councilor Grove to not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 and purchase workers' compensation insurance from the League of Minnesota Cities Insurance Trust per the quote based on a \$2,500.00 deductible. Motion carried unanimously on a roll call vote.

D. No Fault Sewer Back Up Coverage – Resolution 063015A

Administrator Butkowski reviewed the City's past practice to opt for the No Fault Coverage to assist homeowners when sewer mains back up when it is not due to negligence by the City. The League of Minnesota Cities Insurance Trust has changed the program due to the number of claims in 2014 due to large rainfalls and inflow/infiltration problems. The changes in the coverage will not impact the City.

Motion was made by Councilor Mac Lean and seconded by Councilor Gaasch to purchase the No Fault Sewer Backup Coverage and adopt Resolution 063015A Establishing Limited Clean Up and Property Damage Protection for Sewer Backups and Water Main Breaks for Water and Sewer Customers. Motion carried unanimously on a roll call vote.

E. Revised Purchasing Policy

The City's purchasing policy is outdated with Administrator Butkowski noting several reasons such as the threshold for sealed bids has been increased to \$100,000 per Minnesota Statutes and spending levels for administrative staff are too low for today's standards. The policy provides for staff to handle routine maintenance items such as tree trimming without Council approval. The purchasing policy has conflicted copies on file so approving a revised policy will address this outstanding issue.

Motion was made by Councilor Mac Lean and seconded by Councilor Grove to approve the Purchasing and Contracting Policy as presented. On a roll call vote, the motion carried unanimously.

F. Park and Alley Paving Quotes

There are two alleys that need repair and the Council had previously discussed expanding the parking lots at the Community Park. The budget was \$40,000.00 for this work with all three quotes less.

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Councilor Hawkinson questioned the parking lot expansion and noted the number of cars parking in the grass around the park. Lengthy discussion ensued as to the dimensions of the expanded parking and whether signage, striping or metal cable barrier would be a good solution to contain parking. Consensus was to price the cable barrier option.

Councilor Hawkinson questioned if the bids were comparable since one bid provided more information on the materials, quantity and disposal. Staff assured that the bids were comparable and did not include striping the parking lot.

Motion was made by Councilor Hawkinson and seconded by Council Mac Lean to contract with T.A. Schifsky for the parking lot and alley improvements. On a roll call vote, the motion carried unanimously.

G. Set Time and Date of Annual Goal Setting Session

Mayor Dains suggested the Council conduct a goal setting session to assist with preparation of the 2016 budget, community development projects, and other items. In the past, there has been food prior to the session beginning at 5:30 p.m. on a regular council meeting date. July 28 was selected as tentative.

Additional Items

A. League of Minnesota Cities Annual Conference

Mayor Dains noted that he and Councilors Gaasch and Hawkinson attended the conference last week. During the conference, the City received its award for attaining Step 1 of the Green Step City Program that has three steps. Overall, the conference was good and provided an excellent opportunity to network.

City Administrator noted the next meeting may include the Superintendent John Thein, Amendment to Rental Housing Ordinance, and the PUD Agreement with Greenway Holdings. Additionally, Metropolitan Council Board Member Marie McCarthy will address the council at their July 28 meeting.

Work Session

A. Public Comment

None.

B. Greenway Holdings Planned Unit Development Revisions

Thor Nelson, COO of Greenway Holdings, reviewed plans to convert the one level office building to a fitness center. At first, it was their intent to provide the fitness center as an amenity to residents but have decided to expand to the broader neighborhood/community.

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The project will convert the 4,250 square feet facility by adding another building of 3,610 square feet. Mr. Nelson provided schematics for Council review. Council comments included the availability of bike racks, rain gardens and market study. Mr. Nelson thanked the Council for their comments and noted that the facility will be staffed and high quality.

Administrator noted that the PUD Agreement would be on the July 14 agenda and notice has been published.

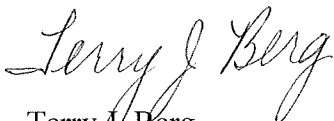
C. Community Development Update

Administrator Butkowski gave a tour of the Larpenteur Avenue service station but the interested party declined.

1828 Eustis Street was sold for \$85,000 plus 5% commission to a professional home rehabilitator (flipper). Discussion ensued as to rental housing and group home management within the community.

There being no further business on the council agenda, motion was made by Councilor Hawkinson and seconded by Councilor Grove, carried unanimously, to adjourn the meeting at 9:11 p.m.

Respectfully submitted,



Terry J. Berg
Deputy City Clerk