

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

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December 9, 2025

Call to Order

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

Roll Call

Councilors present: Sharon Kelly, Evan Sayre, Duane Pulford, Jeff Dains (virtually), 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. Council Dains added staff appreciation days to the Additional Items section of the agenda. Due to the weather, Mayor Gaasch removed Broadband Franchising Opportunity and City Administrator performance review from the agenda. Councilor Sayre moved and seconded by Councilor Kelly to approve the agenda as amended. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were corrections to the minutes of the November 25, 2025, City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the November 25, 2025, City Council meeting minutes. Motion carried unanimously on a roll call vote.

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 \$305,232.00. Motion carried unanimously on a roll call vote.

Consent

Councilor Sayre moved and seconded by Councilor Kelly to approve the Consent Agenda thereby approving the Motiv Excavating & Site Works LLC final pay request for 2025 sanitary sewer structure repair project; hiring of warming house staff and ice rink maintenance staff; authorizing payment of year-end claims; approving the 2026 SafeAssure contract; extending the employment of temporary administrative employee; approving Resolution No. 120925A – Designating Official Depository and Investment Institutions; and approving Resolution No. 120925B – Adopting and Certifying Recycling Assessments.

Discussion/Action Item

A. Resolution No. 120925C – Adopting the 2026 Final Property Tax Levy
Butkowski noted that at the previous meeting, the City Council held the Truth-in-Taxation public hearing required by statute. Unless there are recommended changes, the only remaining action items are to adopt the levy and budget resolutions with the following motions.

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Councilor Pulford made a motion to adopt Resolution No. 120925C—A Resolution Adopting the 2026 Final Property Tax Levy. This was seconded by Councilor Sayre and carried unanimously on a roll call vote.

B. Resolution No. 120925D – Adopting the 2026 Final Budget and Establishing Fund Appropriations

Councilor Sayre made a motion to adopt Resolution No. 120925D—A Resolution Adopting the 2026 Final Budget and Establishing Fund Appropriations. This was seconded by Councilor Kelly and carried unanimously on a roll call vote.

Additional Items

A. Staff Recognition

Councilor Dains voiced his appreciation for City staffs' work throughout the year. He proposed staff be granted two personal days to be used at the City Administrator's discretion.

Councilor Sayre moved to grant staff two personal days to be used at the City Administrator's discretion. This was seconded by Councilor Pulford and carried unanimously on a roll call vote.

Work Session

A. Community Development Update

Butkowski shared that the warming house was scheduled to open on December 12. The City received eleven responses from architects for the design of the cannabis store.

Councilor Pulford and Councilor Dains asked for clarification about the snow plowing and ice melt used by Falcon Heights public works. Staff noted that they limit salting to intersections and slippery hills.

B. Opportunity for the Public to Address the City Council

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

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

Adjournment

Councilor Kelly moved and seconded by Councilor Sayre to adjourn the meeting at 7:18 p.m. Motion carried unanimously.

Respectfully submitted,

Miles Cline

Miles Cline
Deputy City Clerk