

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, MARCH 5, 2013**  
**LAUDERDALE CITY HALL, 1891 WALNUT STREET**

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
  - a. Agenda
  - b. Minutes of the February 26, 2013 City Council Meeting
  - c. Claims Totaling \$17,186.92
4. **CONSENT**
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
7. **PUBLIC HEARINGS**

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.

8. **DISCUSSION / ACTION ITEMS**
  - a. Eagle Scout Project Request by Marc Pederson
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING (March 5)**
  - a. Animal Ordinance Revisions
  - b. Storm Water Pollution Prevention Public Hearing (April 9)
12. **WORK SESSION**
  - a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines

that additional time on a specific issue is warranted, then discussion on that issue shall be continued at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

### **13. ADJOURNMENT**

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MEETING MINUTES  
Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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February 26, 2013

Mayor Pro Tem Gaasch called the City Council meeting to order at 7:31 p.m.

Councilors present: Mayor Pro Tem Mary Gaasch, Roxanne Grove, and Denise Hawkinson.

Councilors absent: Lara Mac Lean and Mayor Jeff Dains.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Kevin Kelly, Deputy City Clerk.

**Mayor Pro Tem Gaasch asked for changes to the meeting agenda. Butkowski added to the agenda a resolution regarding the state sales tax. Councilors approved the agenda as amended.**

**Councilor Hawkinson moved to approve the February 12, 2013, City Council meeting minutes. Councilor Grove seconded the motion and it passed unanimously.**

**Councilor Grove moved approval of the claims totaling \$28,345.10. Councilor Hawkinson seconded the motion and it passed unanimously.**

**Councilor Grove moved to acknowledge the January finances. Councilor Hawkinson seconded the motion and it passed unanimously.**

*Informational Presentations/Reports:*

*Annual Police Report by St. Anthony Police Chief John Ohl*

Chief Ohl gave the 2012 Police Report to the Council. He stated he received many positive letters from Lauderdale residents which were included in the report. Chief Ohl stated the Police Department has built a good relationship with residents and the City Council. Chief Ohl reported that Part I crimes, which include burglary and more serious crimes, were down in 2012. Part II crimes were also slightly lower in 2012. There were 413 arrests and 112 cases referred for investigation. Of the 112 cases, 58 were cleared. Officers had 1,432.5 hours of training in 2012 and volunteer reserve officers contributed an additional 1,581 hours to the St. Anthony Police Department.

*Discussion Items:*

*Sanitary Sewer Lining Project – Presentation by the City Engineer*

Darren Amundsen, City Engineer, presented the sewer lining project plan to the Council. Amundsen stated that some of the sanitary sewer lines were televised, and due to their age, need lining to ensure their longevity. The televising showed there was ground water infiltration, roots,

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protruding taps, and some cracks in the sewer lines. The project will have a completion date of October 1. City streets will not have to be dug up as the lining work is done through the sewer line man holes. The contractor will be given three weeks to complete the project. The sewer lines which will be lined include: the Fulham / Lake Street alley from Ione Street to Summer Street, Eustis Street from Larpenteur Avenue to Roselawn Avenue and the line which runs under TH280.

**Councilor Grove moved to direct the City Engineer to prepare plans and specifications and to bid the 2013 sanitary sewer lining project. Councilor Hawkinson seconded the motion and it passed unanimously.**

*Fund Balance Transfer*

Each year the Council transfers General Revenue funds in excess of 60% of the next year's operating budget to capital improvement funds. The audit was recently completed and the auditor identified \$128,024 that the Council can dedicate to future capital purchases. Staff suggested dividing the money between the Street Improvement (25%), Park Improvement (25%) and General Capital Improvement (50%) funds based on the Capital Improvement Plan.

**Councilor Hawkinson moved to adopt Resolution 022613A – A Resolution Depositing the Excess Unreserved Fund Balance in Capital Improvement Funds. Councilor Grove seconded the motion and it passed unanimously.**

*Additional Items:*

*Resolution Supporting Legislation Exempting Cities and Counties from Paying Sales Tax*  
The City paid approximately \$4,280 in sales taxes in 2012. The Governor's budget proposal could see sales taxes increase for the City. Supporting the legislation exempting cities from paying sales tax would save local tax payers money and mitigate any increases proposed by the Governor.

**Councilor Hawkinson moved to adopt Resolution 022613B - A Resolution Supporting Legislation to Exempt Cities and Counties from Paying the State Sales Tax. Councilor Grove seconded the motion and it passed unanimously.**

Agenda items for the March 5 Council meeting will include consent business and a presentation by a Boy Scout working to achieve Eagle status. The Storm Water Pollution Prevention Plan hearing set for March 12 has been rescheduled for the April 9 council meeting.

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Mayor Pro Tem Gaasch explained the Council was moving into the work session. Work sessions are a continuation of the meeting but not aired on community television.

The Mayor Pro Tem asked if anyone present wished to address the Council. No one present addressed the Council.

*Work Session:*

*Animal Control Ordinance Discussion – Keeping of Nontraditional Pets*

Mayor Pro Tem Gaasch opened the floor for a community conversation. Gail Strain of 1803 Fulham Street addressed the council. Strain stated that dogs in the City should be restrained in an uncontrolled environment. The Council asked staff to do further research on the keeping of rabbits. The Council discussed a ban on roosters within the city and to ban the feeding of feral animals which have been a problem.

**There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Grove seconded the motion and it carried. The meeting adjourned at 9:10 p.m.**

Respectfully submitted,



Kevin Kelly  
Deputy City Clerk

**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**March 5, 2013 City Council Meeting**

Payroll

03/01/13 Payroll: Direct Deposit # 501542-501549	\$8,555.05
03/01/13 Payroll: Payroll Liabilities, e-payments #754E-756E	\$6,246.64

Vendor Claims

03/05/13 Claims: Check #'s 21635-21643	\$2,385.23
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**SUBTOTAL \$17,186.92**

**Total Claims for Approval**

**\$17,186.92**

CITY OF LAUDERDALE

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\*Claim Register©

030113pyroll

MARCH 2013

Claim Type	Direct					
Claim#	3190	NORTH STAR BANK, CHECKING S	Ck# 000754E	2/28/2013		
Cash Payment	G 101-21703	FICA WITHHOLDING.	03/01/2013	Payroll		\$2,100.18
		Invoice				
Cash Payment	G 101-21701	FEDERAL TAXES	03/01/2013	Payroll		\$1,297.52
		Invoice				
Transaction Date	2/28/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$3,397.70</b>
Claim#	3191	ICMA RETIREMENT TRUST - 457	Ck# 000755E	2/28/2013		
Cash Payment	G 101-21705	ICMA RETIREMENT	03/01/2013	Payroll		\$1,213.92
		Invoice				
Transaction Date	2/28/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,213.92</b>
Claim#	3192	PERA	Ck# 000756E	2/28/2013		
Cash Payment	G 101-21704	PERA	03/01/2013	Payroll		\$1,635.02
		Invoice				
Transaction Date	2/28/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,635.02</b>
	<b>Claim Type</b>	<b>Direct</b>			<b>Tota</b>	<b>\$6,246.64</b>

Pre-Written Check	\$6,246.64
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$6,246.64</b>

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MARCH 2013

			Check Amt	Invoice	Comment
<b>10100 NORTH STAR CHECKING</b>					
Paid Chk#	021644	3/5/2013			<b>CITY OF ROSEVILLE</b>
E	101-41200-391	TELEPHONE/PAGERS	\$95.40		3/13 Phone and IT Services
E	101-41200-306	CONSULTING FEES	\$787.00		3/13 Phone and IT Services
	<b>Total</b>	<b>CITY OF ROSEVILLE</b>	<b>\$882.40</b>		
Paid Chk#	021645	3/5/2013			<b>CITY OF ST ANTHONY</b>
E	101-42100-319	POLICE CONTRACT	\$50,169.16		3/13 Police Contract
	<b>Total</b>	<b>CITY OF ST ANTHONY</b>	<b>\$50,169.16</b>		
Paid Chk#	021646	3/5/2013			<b>EUREKA RECYCLING</b>
E	203-50000-389	RECYCLING CONTRACTOR	\$2,555.74		2/13 Recycling Contract
	<b>Total</b>	<b>EUREKA RECYCLING</b>	<b>\$2,555.74</b>		
Paid Chk#	021647	3/5/2013			<b>GOPHER STATE ONE-CALL</b>
E	101-43400-386	GOPHER STATE ONE CALL	\$2.90		2/13 Locates
	<b>Total</b>	<b>GOPHER STATE ONE-CALL</b>	<b>\$2.90</b>		
Paid Chk#	021648	3/5/2013			<b>LILLIE SUBURBAN NEWS</b>
E	602-49100-352	PUBLIC INFO NOTICES	\$42.75		Mtg. Notice SWPPP & 2013 Summary Budget
E	101-41100-352	PUBLIC INFO NOTICES	\$123.50		Mtg. Notice SWPPP & 2013 Summary Budget
	<b>Total</b>	<b>LILLIE SUBURBAN NEWS</b>	<b>\$166.25</b>		
Paid Chk#	021649	3/5/2013			<b>MET-COUNCIL ENVIRONMENTAL SER.</b>
E	601-49000-387	WATER TREATMENT SERVICE	\$9,859.25		4/13 waste water treatment
	<b>Total</b>	<b>MET-COUNCIL ENVIRONMENTAL SER.</b>	<b>\$9,859.25</b>		
Paid Chk#	021650	3/5/2013			<b>RAMSEY COUNTY, PROP REC &amp; REV</b>
E	101-41200-355	MISC PRINTING/PROCESS SER	\$25.00		3/13 Employee Insurance
G	101-21706	HEALTH INSURANCE	\$453.31		3/13 Employee Insurance
	<b>Total</b>	<b>RAMSEY COUNTY, PROP REC &amp; REV</b>	<b>\$478.31</b>		
Paid Chk#	021651	3/5/2013			<b>ROSEVILLE COMMUNITY BAND</b>
E	201-45600-369	MUSIC UNDER THE TREES	\$200.00		Roseville Community Band 2011
	<b>Total</b>	<b>ROSEVILLE COMMUNITY BAND</b>	<b>\$200.00</b>		
Paid Chk#	021652	3/5/2013			<b>US BANK, DEBT SERVICES</b>
E	304-47400-621	FILE MAINTENANCE CHARGES	\$431.25		2003A bond management contract
	<b>Total</b>	<b>US BANK, DEBT SERVICES</b>	<b>\$431.25</b>		
Paid Chk#	021653	3/5/2013			<b>WASTE MANAGEMENT</b>
E	101-43000-384	REFUSE DISPOSAL	\$178.56		3/13 PW Waste Refuse
	<b>Total</b>	<b>WASTE MANAGEMENT</b>	<b>\$178.56</b>		
Paid Chk#	021654	3/5/2013			<b>XCEL ENERGY, CITY HALL</b>
E	101-43000-381	ELECTRIC	\$211.50		2/13 City Utilities
E	101-43000-383	GAS UTILITIES	\$333.78		2/13 City Utilities
	<b>Total</b>	<b>XCEL ENERGY, CITY HALL</b>	<b>\$545.28</b>		



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	Check Amt	Invoice	Comment
Paid Chk# 021655 3/5/2013 XCEL ENERGY, STREET LIGHTING			
E 101-43000-380 STREET LIGHT UTILITY	\$55.02		2/13 Bridge Lights
<b>Total XCEL ENERGY, STREET LIGHTING</b>	<b>\$55.02</b>		
<b>10100 NORTH STAR CHECKING</b>	<b>\$65,524.12</b>		

Fund Summary

**10100 NORTH STAR CHECKING**

101 GENERAL	\$52,435.13
201 COMMUNITY EVENTS	\$200.00
203 RECYCLING	\$2,555.74
304 03 ST/UTIL IMP DEBT SERVICE	\$431.25
601 SEWER UTILITIES	\$9,859.25
602 STORM SEWER ENTERPRISE FUND	\$42.75
	<b>\$65,524.12</b>

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MARCH 2013

	Check Amt	Invoice	Comment	Claim Nbr
<b>10100 NORTH STAR CHECKING</b>				
Paid Chk# 021642	3/5/2013	POSTMASTER - NEWSLETTER		
E 101-41200-203	POSTAGE	\$500.00	2Q13 Newsletter Postage	3182
Total POSTMASTER - NEWSLETTER		\$500.00		
Paid Chk# 021643	3/5/2013	RAMSEY COUNTY, PROP REC & REV		
E 101-42100-442	MISC	\$6.24	2/13 800 MHz radio licenses	3183
Total RAMSEY COUNTY, PROP REC & REV		\$6.24		
Paid Chk# 021638	3/5/2013	KONICA MINOLTA		
E 101-41200-401	COPIER CONTRACT	\$253.19	3/13 Copier Contract	3184
Total KONICA MINOLTA		\$253.19		
Paid Chk# 021640	3/5/2013	LMC		
E 101-41200-308	TRAINING\CONFERENCES	\$20.00	Safety and Loss Control - JB	3185
Total LMC		\$20.00		
Paid Chk# 021641	3/5/2013	MINNESOTA GFOA		
E 101-41200-438	DUES & SUBSCRIPTIONS	\$60.00	JB - Annual Dues	3186
Total MINNESOTA GFOA		\$60.00		
Paid Chk# 021635	3/5/2013	GLTC PREMIUM PAYMENTS		
G 101-21706	HEALTH INSURANCE	\$50.90	3/13 Long Term Care Plan	3187
Total GLTC PREMIUM PAYMENTS		\$50.90		
Paid Chk# 021636	3/5/2013	GOVERNMENT TRAINING SERVICE		
E 101-41200-308	TRAINING\CONFERENCES	\$190.00	MCFOA Annual Mtg. - JB	3188
Total GOVERNMENT TRAINING SERVICE		\$190.00		
Paid Chk# 021639	3/5/2013	LE ST-GERMAIN SUITE HOTEL		
E 101-41200-308	TRAINING\CONFERENCES	\$286.70	MCFOA Conference Lodging - JB	3189
Total LE ST-GERMAIN SUITE HOTEL		\$286.70		
Paid Chk# 021637	3/5/2013	KENNEDY & GRAVEN		
E 101-41500-305	LEGAL FEES - CIVIL	\$1,018.20	1/13 Legal Services - Rental Property Ordinance and SCORE Grant and BP Station	3193
Total KENNEDY & GRAVEN		\$1,018.20		
10100 NORTH STAR CHECKING		\$2,385.23		

**LAUDERDALE COUNCIL  
ACTION FORM**

<b>Action Requested</b>	
Consent	_____
Public Hearing	_____
Discussion	_____ <u>X</u> _____
Action	_____ <u>X</u> _____
Resolution	_____
Work Session	_____

Meeting Date	March 5, 2013
ITEM NUMBER	<u>Boy Scout Project</u>
STAFF INITIAL	<u>AB</u>
APPROVED BY ADMINISTRATOR	

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Marc Pederson belongs to one of the Boy Scout troops that meets at City Hall. He is requesting council permission to install wood duck houses along Walsh Lake. He prepared a summary of his project for the Council. Marc will be at the meeting to answer questions you may have.

**OPTIONS:**

**STAFF RECOMMENDATION:**

**COUNCIL ACTION:**

My name is Marc Pederson. I'm a member of Boy Scout Troop 254 and I'm trying to get the rank of Eagle Scout. One of the requirements that I need to complete is an Eagle Project, which is a project that benefits the community in some way. One of the ideas that someone gave to me was building Wood Duck houses for the area around Walsh Lake. What I plan on doing is building approximately 5-7 Wood Duck houses for the area around the Lauderdale part of Walsh Lake. I would either secure the boxes to trees on the water's edge or I would secure them to metal pipes that would go in the lake about a foot from the water's edge. Walsh Lake would be a perfect place for these boxes because it has a lot of duck weed, which is a natural food source for these ducks and too much duck weed being in the lake was a concern brought to my attention by the same person who suggested building Wood Duck houses. The Wood Duck houses would be maintained by the members of my troop and by any volunteers who want to help. I could also hold an instructional class on how to maintain the Wood Duck houses for any volunteers who want to help.