

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

Page 1 of 4

January 8, 2013

Mayor Dains and Councilors Hawkinson and Mac Lean were sworn in prior to the start of the City Council meeting.

Mayor Dains called the City Council meeting to order at 7:40 p.m.

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

Councilor absent: Roxanne Grove.

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

**Mayor Dains asked for changes to the meeting agenda. Councilor Hawkinson moved to approve the agenda. Councilor Mac Lean seconded the motion and it passed unanimously.**

**Councilor Mac Lean moved to approve the December 11, 2012, City Council meeting minutes. Councilor Gaasch seconded the motion and it passed unanimously.**

**Councilor Hawkinson moved approval of the claims totaling \$224,338.01. Councilor Mac Lean seconded the motion and it passed unanimously.**

**Councilor Gaasch moved to acknowledge the finances from November and approve the 2013 business licenses; the revised deputy clerk job description; the Roseville Review as the City's official newspaper for 2013; and the recreation agreement with Falcon Heights. Councilor Mac Lean seconded the motion and it passed unanimously.**

*Discussion Items:*

*2012 Donations to the City*

The City received many generous donations of time and money from individuals, group volunteers, and local businesses in 2012. Bownik especially thanked the Park and Community Involvement Committee and volunteers that attended meetings and planned community events in 2012. Bownik also names the local businesses that supported community events and noted that Hamline Auto Body sponsored the Music under the Trees series in 2012. He also mentioned that the Twin Cities Chinese Christian Church recently donated \$1,500.

The Council thanked the many generous donors to the City and the organizations and people of Lauderdale for donating their time and money to city events.

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Page 2 of 4

January 8, 2013

**Councilor Hawkinson moved to accept the donations and thank the volunteers from 2012. Councilor Mac Lean seconded the motion and it passed unanimously.**

*2013 Fee Schedule – Resolution 010813A*

Staff presented revisions to the fee schedule for 2013.

**Councilor Gaasch moved to approve Resolution 010813A – A Resolution Establishing Licenses and Permit Fees and Administrative Fees and Fines for 2013. Councilor Hawkinson seconded the motion and it passed unanimously.**

*Designating Official Depository and Investment Institutions for 2013 – Resolution 010813B*

Staff did not present any changes to the official depository or investment institutions for 2013.

**Councilor Hawkinson moved to approve Resolution 010813B designating the Official Depository and Investment Institutions for 2013. Councilor Mac Lean seconded the motion and it passed unanimously.**

*2013 Investment Policy*

Staff did not present any changes to the Investment Policy for 2013.

**Councilor Mac Lean moved to approve the 2013 Investment Policy. Councilor Gaasch seconded the motion and it passed unanimously.**

*Appointments and Committee Assignments*

Councilor Gaasch will remain the Mayor Pro Temp and Councilor Mac Lean will remain the alternative bank signatory for 2013.

**Councilor Mac Lean moved to approve the Appointments and Committee Assignments for 2013. Councilor Gaasch seconded the motion and it passed unanimously.**

The Mayor closed the meeting at 7:58 p.m. for a short break. The Council Meeting was opened at 7:59 p.m.

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Page 3 of 4

January 8, 2013

*Personnel Policy Revisions*

Staff proposed clarifying the overtime language in the personnel policy. Butkowski explained that the policy made the rink attendants eligible for overtime pay if they worked more than eight hours in a day. Long-servicing staff believe that previous council action had precluded this provision for the seasonal rink staff. Butkowski said the proposed changes would clarify this issue. Currently, rink attendants are not allowed to work more than eight hours in a day. The policy revision will allow attendants to work more than eight hours a day and receive overtime pay if they work over 40 hours in a week. The policy change will provide more flexibility when scheduling rink attendant hours.

**Councilor Mac Lean moved to approve the Personnel Policy revisions as presented. Councilor Hawkinson seconded the motion and it passed unanimously.**

*Proposed Rental Housing Ordinance Revisions*

Butkowski has been working with the city attorney to make final revisions to the Rental Housing License Provisions ordinance, including the Crime Free Housing provisions. The Crime Free Housing section allows for the immediate eviction of a tenant for egregious actions at a rental property. The Council needed to determine what conduct would rise to the level where immediate eviction was warranted. In lieu of listing crimes, the Council suggested that conduct chargeable as a gross misdemeanor or felony be subject to the Crime Free Housing provisions. Butkowski will discuss this with the city attorney.

Other changes to the rental housing ordinance clarify the occupancy of a tenant after revocation or suspension of a rental housing license. If adopted, the landlord would have 30 days to ensure the tenants have moved out of the property.

The proposed ordinance changes will be incorporate into the document and the ordinance will be ready for adoption at the next meeting.

Agenda items for the January 22 council meeting include a discussion of the Animal Control Ordinance in regards to the keeping of chickens and other fowl, the Rental Housing License Provisions ordinance, and the collateral pledge from North Star Bank.

Mayor Dains 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 asked if anyone present wished to address the Council. No one present addressed the Council.

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Page 4 of 4

January 8, 2013

*Work Session:*

There was no business conducted during the Work Session.

**There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 8:21 p.m.**

Respectfully submitted,



Kevin Kelly  
Deputy City Clerk