

**LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, JULY 13, 2010
LAUDERDALE CITY HALL, 1891 WALNUT STREET**

1. 5:30 P.M. GOAL SETTING SESSION

2. ROLL CALL

3. APPROVAL OF THE AGENDA

4. APPROVALS

- a. Minutes of the June 15, 2010, City Council Meeting
- b. Claims totaling \$99,586.16

5. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

6. CONSENT

- a. 2010 Election Judge Appointment
- b. City Park Application
- c. PCIC Minutes
- d. 2010 Business Licenses

7. SPECIAL ORDER OF BUSINESS/RECOGNITION/PROCLAMATIONS

8. PUBLIC HEARINGS Public hearings are conducted so that the public affected by a proposal can have input into the decision.

9. REPORTS

10. DISCUSSION / ACTION

- a. Manhole Repair Quote
- b. Deputy Clerk Appointment
- c. Discuss Options for August 10 Meeting as it Conflicts with the Primary Election
- d. Workers Compensation and Liability Insurance Renewal

11. ITEMS REMOVED FROM THE CONSENT AGENDA

12. ADDITIONAL ITEMS

13. SET AGENDA FOR NEXT MEETING

- a. 2010-2020 Participation in Livable Communities Act (LCA LHIA)


14. WORK SESSION

- a. Twin City Die Casting Request to Build in the Sanitary Sewer Easement Area

15. ADJOURN

FILE

**LAUDERDALE COUNCIL
ACTION FORM**

Meeting Date	July 13, 2010
ITEM NUMBER	Goal Setting Session
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	

Action Requested	_____
Consent	_____
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

2010 was a busy year; staff recapped some of the big and small things that were accomplished. I think it is useful to see them in writing otherwise it becomes hard to differentiate what happened last year from three years ago.

Staff also updated last year's goals list. We took off those things that were accomplished and added a few items that have come up recently. We can remove any tentative goals that you feel should be taken off the list due to time or money constraints.

Staff also included portions of the CIP (capital improvement plan). The highlighted items have not been accomplished or discussed. The non-highlighted items are either completed or in the works. I assume the Council will want to continue keeping many of these items "on hold" until we survive the state's budget crisis.

Finally, when the Mayor and I met with members of the Falcon Heights - Lauderdale Lions Club in March, they suggested they might be able to donate something to the City. Over the years they have made numerous donations (see attached brochure). We can keep that in mind as we discuss the upcoming year.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

JULY 2009 – JULY 2010 ACCOMPLISHMENTS & HIGHLIGHTS

Administration and Finance:

- Used TIF Funds to pay off 2000A Bond
- Established Plan for Ongoing Operation of Sewer Funds
- Negotiated a Union Contract for 2010-2011
- Renewed Auditor Agreement
- Organized Files per Data Retention Schedule / Began Archiving Files Digitally
- Adopted Fund Balance and Reserve Policy
- Segregation of Duties No Longer an Audit Finding

Election Administration:

- Held 2009 City Election
- Ordinance Revision Establishing Even-Year Elections
- Trained Colleen to be Election Administrator

Public Safety:

- Updated Parking Ordinance (Prohibit Parking on Park Grass)
- Negotiated 2010-2011 Police Contract
- Created Computerized Database of Licensed Animals – Available to Officers from Squad Cars

Public Works:

- Prepared for Emerald Ash Borer to the Extent Necessary
- Established a Compliance Agreement with MN Department of Agriculture
- Sealing “Lost” Manhole North of Como (tonight’s agenda)
- Evaluated Opportunities for Cell Phone Towers to Generate Revenue (the engineering companies have been notified of the council’s interest)
- Adopted Flood Plain Ordinance to Remain in National Flood Insurance Program
- Established Stormwater Credit Program (& Resolved Longstanding Billing Issues with Hamline Autobody, Boyer Motor, and Children’s Home Society)
- Renewed Recycling Contract (at a Better Rate than Neighboring Cities)

Planning, Zoning, and Inspections:

- Development of Finn Sisu
- Worked with Donnelly Development on Options for New Mech
- Adopted Comprehensive Plan
- Retained Land Use Consultant to Bring Zoning Ordinance and Map into Compliance with Plan

Parks and Recreation:

- Began Working with Dog Park Users on User Driven Improvements
- Expanded Recreation Programming with Falcon Heights and Roseville
- Received CDBG Grant for Park Improvements
- Updated Ordinance to Address Parking Issues in the Park
- Installed Pet Waste Signage (per SWPPP)
- Found Sponsor for Summer Music Events & Fun Run/Walk

IT/Cable

- Finished Council Chamber Improvements
- Added Wireless Internet to City Hall
- Replaced Switch to Improve Security (For Computers)
- Replaced Copier

GOALS AND TASKS FOR CONSIDERATION - 2011

Administration and Finance:

- Pay off 2002A and 2003A bonds (TIF Funds)
- Update budget for ongoing operation of sewer funds
- Decide whether to create 2011-2012 resident directory
- Select auditor for 2010 audit
- Update purchasing policy
- Continue revising staff job descriptions

Election Administration:

- Train Kathy to be election administrator

Public Safety:

- Create ordinance allowing SAPD to perform background checks for the City
- Emergency management training for staff and council
- Update animal ordinance (clarify the permitting of chickens)
- Create littering ordinance for the parks and public rights-of-ways
- Negotiate police contract for 2012 and beyond (Spring 2011)

Public Works:

- Address pedestrian and bike issues on Eustis Street
- Continue developing methods to manage weeds on city property
- Work on county road turnbacks (after repaying current bonds)
- Prepare for new MS4 permit
- Improve Walsh Lake area (with watershed district assistance)
- Policy for sewer line breaks

Planning, Zoning, and Inspections:

- Bring zoning ordinance and map into compliance with plan (ongoing)
- Update home occupation ordinance (part of zoning ordinance revision)
- Revise sign ordinance (part of zoning ordinance revision)
- Evaluate need for off-street parking regulations (part of zoning ordinance revision)
- Identify and address most pressing nuisance issues
- Develop ways to encourage reinvestment in housing stock
- Resolve conflicting ordinances regarding boulevard plantings

Parks and Recreation:

- Create plan for area along fence in the park
- Informational kiosk (with playground improvement project)
- Acquire more garbage cans for the park (with playground improvement project)
- Acquire more recycling containers (from Ramsey County)
- Update ordinances and policies regarding alcohol in the park
- Continue recreation programming with Falcon Heights and Roseville
- Plan for Walsh Lake properties

The Park and Community Involvement Committee set out an ambitious schedule of music events in 2009. The Falcon Height- Lauderdale Lions Club made it happen.



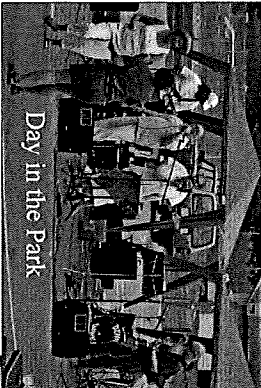
Winter Dance



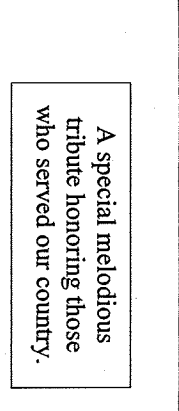
Music Under the Trees ~ June



Music Under the Trees—July



Day in the Park



A special melodic tribute honoring those who served our country.

On behalf of the City Council, staff and residents

Thank You

The City of Lauderdale is enriched by its relationship with the Falcon Heights - Lauderdale Lions Club.

The City of Lauderdale

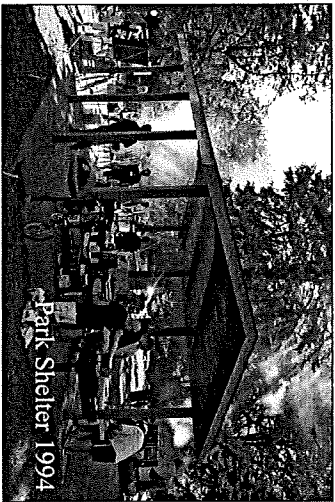
The Falcon Heights - Lauderdale Lions Club



Community Enrichment

The City of Lauderdale has been blessed with a wonderful relationship with the Falcon Heights - Lauderdale Lions Club. The contributions have resulted in several improvements and enhancements to community facilities and events.

The Lauderdale Community park is a focal point of our community. It is heavily used by residents of all ages, from family gatherings to summer time recreation opportunities.

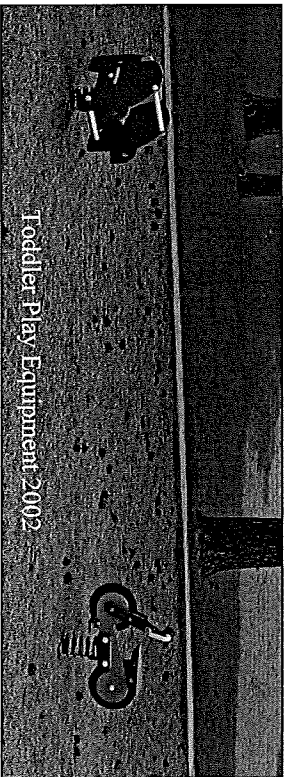


Park Shelter 1994

Residents enjoy a variety of programs and events year round. Several park amenities have been added to Lauderdale Community Park as a result of donations received from the Falcon Heights - Lauderdale Lions Club.



Picnic Tables 2001 & 2005

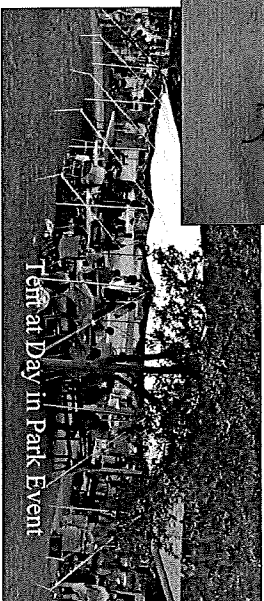
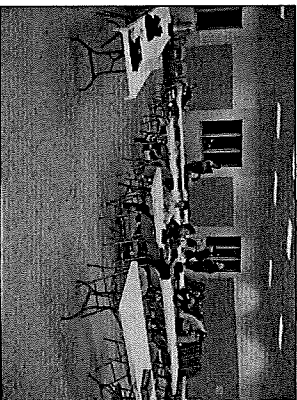


Toddler Play Equipment 2002

In 1997, the Lions purchased chairs for the City Council Chamber.

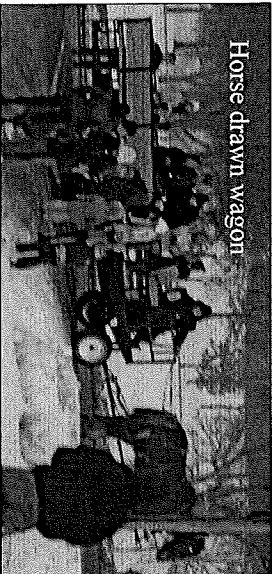


The Social Room houses the Halloween Event, important family gatherings and local community groups. In 2003, the Lions purchased 15 durable tables. The tables are also used at park events and loaned out to residents for family events like graduation parties. They are used often.



Tent at Day in Park Event

The Park and Community Involvement Committee plans and coordinates several community events each year. These long standing, free, community building programs make the City of Lauderdale feel like a small city in a metropolitan area. The Lions have contributed generously to these events for several years.



Horse drawn wagon

2009

FUND 101 GENERAL FUND: PARK MAINTENANCE STATUS

Community Park: Pea gravel for playground
Total Fund 101 \$ 1,000
 complete \$ 1,000

FUND 202 COMMUNICATIONS FUND

City Hall: Technology Upgrades to Council Chambers
 Infrastructure (Rack) Equipment
 QTY Cost Item
 1 \$1,700 Marshall Tripple LCD in Rackmount (monitors)
 1 \$500 Panasonic WJ-MP204C Data Multiplex Unit
 1 \$150 Pull-out shelf
 1 \$300 Panasonic DVD Recorder
 3 \$45 Rack Shelves
 Laptop Presentation Equipment
 QTY Cost Item
 1 \$1,600 Scando Pro II Scan Converter w/ Genlock
 2 \$1,500 LG 42" LCD Monitors
 2 \$120 Chief LCD Wall Mount Bracket
 1 \$750 Computer Video Distribution Amplifier
 1 \$300 Cables to Connect Displays To Amplifier
 Additional Camera
 QTY Cost Item
 1 \$1,500 Panasonic Dome Camera w/ mount
 Items needed to keep the picture from rolling when you switch
 QTY Cost Item
 2 \$900 Frame Synchronizer (single Channel)
 or
 1 \$2,500 Switcher w/ integrated frame sync's
 \$250 cables, connectors or other materials.

Total Fund 202 \$ 14,000

FUND 402 GENERAL CAPITAL IMPROVEMENT FUND

P.W. Equipment: Replace diesel John Deere tractor w/mower deck
 & bucket attachments
 City Hall: Replace copier & fax
 City Hall: 3-tub sink for kitchen
Total Fund 402 \$ 31,000
 adjust year \$ 1,000
 in progress \$ 10,000
 adjust year \$ 20,000

2010

Recommended Status

FUND 202 COMMUNICATIONS FUND	
Microphone upgrades for council chambers	2010 \$ 1,500
Replace council chairs	2010 \$ 1,800
Total Fund 202	\$ 3,300
FUND 401 STREET IMPROVEMENT FUND	
Eustis Street: Reconstruct street & utilities north of Larpentour	adjust year \$ 500,000
Total Fund 401	\$ 500,000
FUND 402 GENERAL CAPITAL IMPROVEMENT FUND	
P.W. Equipment: Replace dump truck & plow	adjust year \$ 35,000
Total Fund 402	\$ 35,000
FUND 404 PARK IMPROVEMENT FUND	
Community Park: Permanent Bathrooms	adjust year \$ 40,000
Community Park: Park Kiosk	added \$ 2,000
Community Park: Benches for Doggie Play Area	added \$ 2,000
Nature Area: Grade trolley path, reconstruct stairs & footbridge, riprap for erosion	adjust year \$ 25,000
Total Fund 404	\$ 69,000
FUND 601 SANITARY SEWER FUND	
Surface Water Mgmt Plan: Sanitary Infiltration/Inflow Improvement	\$ 5,000
Total Fund 601	\$ 5,000
FUND 602 STORM SEWER FUND	
Surface Water Mgmt Plan: Impaired Waters Report	complete \$ 8,000
Surface Water Mgmt Plan: Public Education and Outreach Program	delete \$ 5,000
Surface Water Mgmt Plan: Review & update city code	complete \$ 3,000
Surface Water Mgmt Plan: Wetland inventory & assessment	2010 \$ 2,000
Total Fund 602	\$ 18,000
2010 TOTAL ALL FUNDS	\$ 630,300

**LAUDERDALE CITY COUNCIL
MEETING MINUTES**

Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 1 of 2

June 15, 2010

Mayor Dains called the City Council meeting to order at 7:30 p.m.

Councilors present: Mary Gaasch, Denise Hawkinson, Roxanne Grove, Lara Mac Lean, and Mayor Jeff Dains. Councilors absent: none.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator.

Mayor Dains asked for changes to the meeting agenda. Councilor Hawkinson added information from the 911 Dispatch Center. Butkowski added additional park applications. Councilor Mac Lean moved to approve the agenda as amended. Councilor Grove seconded the motion and it passed unanimously.

Councilor Hawkinson moved approval of the claims totaling \$29,290.31. Councilor Mac Lean seconded the motion and it passed unanimously.

Mayor Dains asked if members of the public wished to address the Council. No one present wished to do so.

Mayor Dains asked if councilors wished to remove items from the consent agenda. There being no one, Councilor Mac Lean moved the city park applications. Councilor Grove seconded the motion and it passed unanimously.

Bownik reported on preparations for Music under the Trees. The Fairlanes will perform on June 21 at 7:30 p.m. and the Roseville Community Band on July 12 at 7:30 p.m. The event is free with Hamline Auto Body sponsoring the music and Schwan's providing frozen treats. Schwan's will be taking product orders starting at 11:00 a.m. in the park on the days of the events. If sales reach \$750, the City will receive a portion of the profits. The campaign number for the event is 28242 for those ordering on-line or by phone.

Councilor Hawkinson moved to approve the June 8, 2010, City Council meeting minutes. Councilor Gaasch seconded the motion and it passed unanimously.

A list of the copier prices from the prospective vendors was given to the Council. Staff recommended leasing the Konica Minolta C360 from Konica Minolta Business Solutions as they offered the overall best deal; the City will receive a \$1,000 back approximately three weeks after delivery of the new copier.

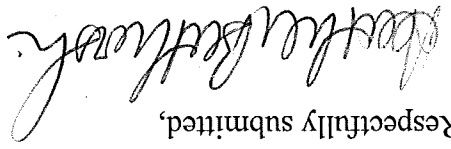
Councilor Mac Lean moved to allow staff to enter into a 48-month lease agreement with Konica Minolta Business Solutions for a Konica Minolta Bizhub C360. Councilor Grove seconded the motion and it passed unanimously.

Councilor Hawkins said she recently toured the 911 dispatch center. She learned that not every cell phone number is visible to the dispatchers. As such, they will ask for your name, phone number, and where you are before taking further details. It may seem like they are asking trivial information instead of getting a responder to the scene but the information is vital should you be disconnected.

Butkowski reviewed the preliminary agenda for the next meeting, which will include a goal setting session starting at 5:30 p.m.; a follow up to the Twin City Die Casting sewer easement request; appointment of a new deputy clerk; and appointment of election judges.

There being no further business on the council agenda, Councilor Hawkins moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 7:43 p.m.

Respectfully submitted,



Heather Butkowski
City Administrator

**CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
July 13, 2010 City Council Meeting**

Payroll	
06/25/10 Payroll: Direct Deposit # 500983-500991	\$6,895.46
06/25/10 Payroll: Payroll Liabilities, e-payments 460E-463E	\$6,457.50
07/13/10 Payroll: Direct Deposit # 500992-500995	\$5,794.11
07/13/10 Payroll: Payroll Liabilities, e-payments 464E-466E	\$5,481.07
Vendor Claims	
07/13/10: Check #'s 20256-20281	\$74,958.02
SUBTOTAL	\$99,586.16

Total Claims for Approval
\$99,586.16

CITY OF LAUDERDALE

*Check Detail Register©

JULY 2010

Check Amt Invoice Comment

Total GLENWOOD INGLEWOOD		\$26.36	
Paid Chk# 020267	7/13/2010	INFRASTRUCTURE TECHNOLOGIES	
E 602-49100-327	OTHER SERV.-SEWER/NPDES I	\$2,255.00	6/10 jetvac storm sewer sumps
E 601-49000-327	OTHER SERV.-SEWER/NPDES I	\$1,000.00	6/10 jetvac sanitary sewer
E 601-49000-316	SEWER TELEVISION	\$525.00	6/10 televise TC Die Casting line
Total INFRASTRUCTURE TECHNOLOGIES		\$3,780.00	
Paid Chk# 020268	7/13/2010	INTEGRA	
E 101-41200-391	TELEPHONE/PAGERS	\$44.88	5/10 fax line
Total INTEGRA		\$44.88	
Paid Chk# 020269	7/13/2010	LILLIE SUBURBAN NEWS	
E 101-41100-352	PUBLIC INFO NOTICES	\$22.50	6/10 meeting change notice
Total LILLIE SUBURBAN NEWS		\$22.50	
Paid Chk# 020270	7/13/2010	MET.-COUNCIL ENVIRONMENTAL SER.	
E 601-49000-387	WATER TREATMENT SERVICE	\$11,050.86	8/10 wastewater treatment
Total MET.-COUNCIL ENVIRONMENTAL SER.		\$11,050.86	
Paid Chk# 020271	7/13/2010	MN DEPT OF LABOR AND INDUSTRY	
E 101-43400-443	SURCHARGE REPORT	\$67.84	2q10 surcharge report
Total MN DEPT OF LABOR AND INDUSTRY		\$67.84	
Paid Chk# 020272	7/13/2010	NAPA AUTO PARTS	
E 101-43000-442	MISC	\$73.31	truck maintenance supplies
Total NAPA AUTO PARTS		\$73.31	
Paid Chk# 020273	7/13/2010	ON SITE SANITATION	
E 101-45200-427	PORTA POTTY RENTAL	\$98.33	6/10 porta-a-potty rental
Total ON SITE SANITATION		\$98.33	
Paid Chk# 020274	7/13/2010	ONE CALL CONCEPTS	
E 101-43400-386	GOPHER STATE ONE CALL	\$39.15	6/10 locate calls
Total ONE CALL CONCEPTS		\$39.15	
Paid Chk# 020275	7/13/2010	PARK SERVICE	
E 601-49000-212	MOTOR FUELS	\$11.49	6/10 motor fuel
E 101-43000-212	MOTOR FUELS	\$53.64	6/10 motor fuel
E 602-49100-212	MOTOR FUELS	\$11.49	6/10 motor fuel
Total PARK SERVICE		\$76.62	
Paid Chk# 020276	7/13/2010	RAMSEY COUNTY, PROP REC & REV	
E 101-41500-327	OTHER SERV.-SEWER/NPDES I	\$431.82	'10 county election system
G 101-21706	HEALTH INSURANCE	\$372.42	7/10 insurance benefits
E 101-42100-442	MISC	\$618.45	6/10 911 dispatch
E 101-41200-355	MISC PRINTING/PROCESS SER	\$20.00	7/10 insurance benefits processing fee
Total RAMSEY COUNTY, PROP REC & REV		\$1,442.69	

CITY OF LAUDERDALE

Check Detail Register

JULY 2010

Check Amt	Invoice	Comment
Paid Chk# 020277	7/13/2010	SUBURBAN ACE HARDWARE
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$26.30
Total SUBURBAN ACE HARDWARE		
Paid Chk# 020278	7/13/2010	W. BROWN LAND SURVEYING, INC.
E 101-41200-355	MISC PRINTING/PROCESS SER	\$300.00
Total W. BROWN LAND SURVEYING, INC.		
Paid Chk# 020279	7/13/2010	WASTE MANAGEMENT
E 101-43000-384	REFUSE DISPOSAL	\$121.43
Total WASTE MANAGEMENT		
Paid Chk# 020280	7/13/2010	XCEL ENERGY, CITY HALL
E 101-43000-383	GAS UTILITIES	\$27.81
E 101-43000-381	ELECTRIC	\$136.21
Total XCEL ENERGY, CITY HALL		
Paid Chk# 020281	7/13/2010	XCEL ENERGY, STREET LIGHTING
E 101-43000-380	STREET LIGHT UTILITY	\$35.65
Total XCEL ENERGY, STREET LIGHTING		
6/10 bridge lights		\$35.65
10100 NORTH STAR CHECKING		\$74,958.02
101 GENERAL		\$57,968.03
203 RECYCLING		\$1,924.67
601 SEWER UTILITIES		\$12,693.09
602 STORM SEWER ENTERPRISE FUND		\$2,372.23
Total		
		\$74,958.02

Fund Summary

10100 NORTH STAR CHECKING \$74,958.02

CITY OF LAUDERDALE

Payments

Current Period: JUNE 2010

Batch Name 062510pyroll Payment Computer Dollar Amt \$6,457.50 Posted

Refer	1533	NORTH STAR BANK CHECKING S	Ck# 000460E 7/8/2010	Cash Payment	G 101-21703 FICA WITHHOLDING.	6/25/10 payroll	\$1,742.42
				Invoice			
				Cash Payment	G 101-21701 FEDERAL TAXES	6/25/10 payroll	\$751.12
				Invoice			
Transaction Date	7/8/2010	Due 0	NORTH STAR CHEG 10100	Total			\$2,493.54
Refer	1534	ICMA RETIREMENT TRUST - 457	Ck# 000461E 7/8/2010	Cash Payment	G 101-21705 ICMA RETIREMENT	6/25/10 payroll	\$1,814.23
				Invoice			
Transaction Date	7/8/2010	Due 0	NORTH STAR CHEG 10100	Total			\$1,814.23
Refer	1535	PERA	Ck# 000462E 7/8/2010	Cash Payment	G 101-21704 PERA	6/25/10 payroll	\$1,278.98
				Invoice			
Transaction Date	7/8/2010	Due 0	NORTH STAR CHEG 10100	Total			\$1,278.98
Refer	1536	NORTH STAR BANK CHECKING S	Ck# 000463E 7/8/2010	Cash Payment	G 101-21702 STATE WITHHOLDING	6/25/10 payroll	\$870.75
				Invoice			
Transaction Date	7/8/2010	Due 0	NORTH STAR CHEG 10100	Total			\$870.75

Fund Summary		10100 NORTH STAR CHECKING	
	101	\$6,457.50	\$6,457.50
BATCH Total		\$6,457.50	\$6,457.50

Pre-Written Checks	\$6,457.50
Checks to be Generated by the Compute	\$0.00
Total	\$6,457.50

CITY OF LAUDERDALE
Payments

Current Period: JULY 2010

Batch Name 070910pyroll Payment Computer Dollar Amt \$5,481.07 Posted

Refer 1530 NORTH STAR BANK CHECKING S CK# 000464E 7/8/2010
Cash Payment G 101-21703 FICA WITHHOLDING. 7/9/10 payroll \$1,584.02
Invoice
Cash Payment G 101-21701 FEDERAL TAXES 7/9/10 payroll \$770.43
Invoice

Transaction Date 7/8/2010 Due 0 NORTH STAR CHEG 10100 Total \$2,354.45
Refer 1531 PERA CK# 000465E 7/8/2010
Cash Payment G 101-21704 PERA 7/9/10 payroll \$1,287.39
Invoice

Transaction Date 7/8/2010 Due 0 NORTH STAR CHEG 10100 Total \$1,287.39
Refer 1532 ICMA RETIREMENT TRUST - 457 CK# 000466E 7/8/2010
Cash Payment G 101-21705 ICMA RETIREMENT 7/9/10 payroll \$1,839.23
Invoice

Transaction Date 7/8/2010 Due 0 NORTH STAR CHEG 10100 Total \$1,839.23
Transaction Date 7/8/2010 Due 0 NORTH STAR CHEG 10100 Total \$1,839.23
Batch Total \$5,481.07


Fund Summary

10100 NORTH STAR CHECKING \$5,481.07
101 \$5,481.07

Pre-Written Checks	\$5,481.07
Checks to be Generated by the Compute	\$0.00
Total	\$5,481.07

LAUDERDALE COUNCIL ACTION FORM

Action Requested	Consent	<input checked="" type="checkbox"/>
	Public Hearing	<input type="checkbox"/>
	Discussion	<input type="checkbox"/>
	Action	<input type="checkbox"/>
	Resolution	<input type="checkbox"/>
	Work Session	<input type="checkbox"/>

Meeting Date	July 13, 2010		
ITEM NUMBER	Appoint Election Judges	STAFF INITIAL	
APPROVED BY ADMINISTRATOR			

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Below are individuals willing to serve as election judges for the 2010 primary and general elections and the absentee ballot board. Election judges and the absentee ballot board must be appointed by the City Council. Juliane Kvalbein will be the Head Election Judge again this year.

Returning Judges

Bowe, Donna	Bownik, Jim	Doherty, Karen	James, Ginny
Kvalbein, Juliane	Mangan, Gayle	Mennie, Bernadette	Moffatt, Andrea
Ruschmeyer, Gloria	Simons, Hans	Stewart, William	Sundeen, Karen
Sventek, Mary Jane	Tanamachi, Jeanne	Wisn, Crystal	

Absentee Ballot Board

Wisn, Crystal	Sventek, Mary Jane	Bownik, Jim	Butkowski, Heather
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Judges must declare a major party affiliation (Republican, Democratic-Farmer-Labor, or Independence). Party affiliation is not public information, but we do have the required representation. Judges also must attend a two-hour training session every two years as required by State Law. The city supplies breakfast, lunch, and dinner and judges are paid \$8.00 per hour for training and on election day (\$9.00 for the head judge).


OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council approves the election and absentee ballot board judges as listed above for the 2010 primary and general elections.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Meeting Date	July 13, 2010
ITEM NUMBER	City Park Application
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	_____

Action Requested	_____
Consent	<input checked="" type="checkbox"/>
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:
 The City received one application for use of the park. Since the group is larger than 30 people, council approval is required. The application is attached for your review.

OPTIONS:
 (A) Approve the request to use the park.
 (B) Do not approve the request.

STAFF RECOMMENDATION:
 By approving the consent agenda, the Council approves use of Lauderdale City Park by Greg Cutler and the Chinese Christian Church on August 7.

COUNCIL ACTION:

FOR OFFICE USE ONLY:

Date Application Received: _____ Approved By: _____
 Temporary Non-Intoxicating Liquor License Granted? 6-25-10
 If so, date Council granted: _____

Applicant's Signature: [Signature]
 Please Print Applicant's Name: Greg Catter
 Date: 6/25/10

- The park facilities will not be used for advertisement of any product, goods, or services, nor for personal profit.
- The applicant will clean up the area after the event has occurred. Please bring your own garbage bags and take garbage with you when you go.
- The proposed event will not unreasonably interfere with the general public use of the park or with the safe and orderly movement of traffic on streets surrounding the park.
- The applicant is aware that there is a parking lot on Roselawr Avenue, including spaces for the handicapped.
- The applicant understands that the park opens at 8:00 am and closes at 10:00 pm.
- The applicant understands that no intoxicating liquor may be present or consumed at the park.

By signing this application, the applicant agrees to the following:

Please note: the hockey rink is only available for reservation from the hours of 8 - 10 pm.
 (Picnic shelter) (Ballfield) Hockey rink / Ice skating rink (winter only) Other: Basist ball Court

PARK USE INFORMATION:
 Dates of Park Use: 8/7/2010 Hours Used: 3-4 hours (11:30am-3pm)
 Number attending: 250-80 * Note: Groups of 30 or more must receive council approval.
 Part of Park to be reserved (circle all that apply):

APPLICANT INFORMATION:
 Name: Greg Catter Address: 591a Boone Ave N State: MN Zip: 55498
 Telephone No.: 612/245-0067 Name of Organization (if applicable): Twin Cities Cheese Christal Court

APPLICATION FOR USE OF COMMUNITY PARK

City of Lauderdale
 1891 Walnut Street • Lauderdale • Minnesota 55113
 Phone: (651) 792-7650 Fax: (651) 631-2066

LAUDERDALE COUNCIL	
MEETING DATE July 13, 2010 ITEM NUMBER PCIC Minutes STAFF INITIAL Jim APPROVED BY ADMINISTRATOR _____	ACTION REQUESTED Consent <input checked="" type="checkbox"/> _____ Special <input type="checkbox"/> _____ Public Hearing <input type="checkbox"/> _____ Report <input type="checkbox"/> _____ Discussion/Action <input type="checkbox"/> _____ Resolution <input type="checkbox"/> _____ Work session <input type="checkbox"/> _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Attached are the minutes from the Park & Community Involvement Committee meeting of June 7, 2010.

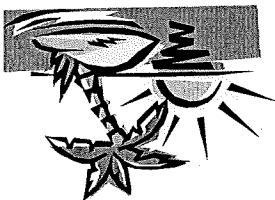
OPTIONS:

- 1) Approve as consent item.
- 2) Remove from consent for discussion.

STAFF RECOMMENDATION:

Motion to acknowledge receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

COUNCIL ACTION:



1. CALL TO ORDER 6:34 p.m.

2. ROLL CALL

Members Present: Trygve Hansen, Monica Gallagher, Bob Milligan, Peiju Picard
Members Absent:

Staff & Council Present: Jim Bownik, Lara Mac Lean

Others Present:

3. APPROVAL OF THE AGENDA

Gallagher motioned to approve the agenda, second by Picard. Motion carried unanimously.

4. APPROVAL OF MINUTES OF JANUARY 4, 2010 MEETING
APPROVAL OF MINUTES OF MARCH 15, 2010 MEETING

Milligan motioned to approve the minutes of both meetings, second by Hansen. Motion carried unanimously.

5. REPORTS

A. Playground Improvements

Bownik reported on the Community Development Block Grant (CDBG) application submitted to Ramsey County in March for \$125,506.97. The County asked that we resubmit the request for a lesser amount so they could fund more applications. It was resubmitted for \$70,000 to cover the large play structure and a new playground surface under and within the structure's use zone.

We have been told that we have been awarded a grant for \$60,000. We are still waiting for the grant agreement. Once we have the agreement approved and returned to the County, we can proceed with ordering and installing the equipment. We can then apply for the rest of the project next year.

B. June & July Music Under the Trees

Milligan reported on the Music Under the Trees events. He noted that the Fairlanes are confirmed for the June 21 event. The Roseville Community Band is scheduled for the July 12 event. Bownik reported that Hamline Auto Body is sponsoring the summer music this year, including Day in the Park. Schwan's is again providing frozen treats. They will also hold a fundraiser again, where they will sell product from their truck at the Park parking lot the day of the events. If

sales reach \$750, they will donate 10% for community events. People can also preorder by phone or via the Schwan's website.

C. Recreation Programs

Bownik reported on the recreation programs happening at Lauderdale's park this summer. Roseville and Falcon Heights will offer Lauderdale's park as a location for some of their programs. Roseville is again offering sports camps, passport to play, and a puppet wagon. Falcon Heights is offering tennis and basketball.

6. DISCUSSION/ACTION

A. Elect Vice Chair

Last years' Vice Chair, Trygve Hansen was elected the new chairperson of the committee in January. Electing a new vice chair has been delayed because there was not a quorum at the last two meetings.

Gallagher expressed interest in the position. Milligan motioned to close the nominations and to cast a unanimous ballot electing Monica Gallagher as the committee vice chairperson effective immediately. Picard seconded the motion and it passed unanimously

B. Garage Sales Wrap Up (Saturday, May 15)

Bownik reported twenty-one sales were registered, mostly on Carl and Eustis Street. Two were located south of Larpenteur Avenue, including one on Rosehill Circle, and one at Luther Seminary. City Gables offered their club house to their residents, but could not generate enough interest. The city wide event was promoted through multiple sources at no cost. Additionally, a \$50 fee was again collected from Moose Giannetti for advertising on the back of the listings. Mac Lean reported her sale went well. Those having sales seemed to have many customers, and were selling lots of stuff. It was also a nice, sunny day.

C. Day in the Park Planning #1/2

The committee began planning for the event. Bownik suggested moving the event to a Thursday evening this year or next, and eliminating the parade. Bownik stated this would make the event easier to manage since there are less committee members, possibly less volunteers (like last year), less staff, and an earlier start time (like last year). Benefits include less work (no parade), having all day to set up at the park, and more staff available to help with set up during regular business hours. Milligan stated he preferred keeping the event on a Saturday and keeping the parade. Mac Lean also stated she preferred keeping the parade. The committee recommended continuing to hold the event on a Saturday from 12-3 p.m.

Hansen proposed having more people help manage various aspects of the event. Milligan volunteered to help lead the morning set up. Gallagher

volunteered to find a group to help with the morning set up. Mac Lean volunteered to work with the parade participants before the event. Hansen volunteered to recruit people to help with games and activities. Bownik mentioned Kathy Lertald will be able help coordinate the games and activities at the event again. Picard volunteered to help coordinate the food activities at the event.

Hansen also suggested having less organized activities that people have to participate in for an extended period. He said instead of having organized kick ball or tennis games, have kick balls, tennis balls, and tennis racquets available for those that want to play on their own. He also suggested not promoting the vendors or the clean up, which seems to happen organically.

7. OTHER BUSINESS

8. SET PRELIMINARY AGENDA FOR NEXT MEETING

Hansen read the preliminary agenda for the next meeting.

9. SET DATE FOR NEXT MEETING

The committee meets on the first or third Mondays of the month depending on the needs and commitments of the committee. The next meeting will be Monday, August 2 at 6:30 p.m.

10. ADJOURNMENT

Willigan motioned to adjourn the meeting, second by Gallagher. Motion carried unanimously and adjourned at 8:08 p.m.

**LAUDERDALE COUNCIL
ACTION FORM**

Meeting Date	July 13, 2010
ITEM NUMBER	2010 Business Licenses
STAFF INITIAL	<i>MB</i>
APPROVED BY ADMINISTRATOR	_____

Action Requested	<input checked="" type="checkbox"/>
Consent	<input type="checkbox"/>
Public Hearing	<input type="checkbox"/>
Discussion	<input type="checkbox"/>
Action	<input type="checkbox"/>
Resolution	<input type="checkbox"/>
Work Session	<input type="checkbox"/>

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Two business owners successfully completed the licensing renewal process recently.
 Bluechip Tree Co. - Tree Trimmer License
 Bonfe's Plumbing, Heating, and Air Service - HVAC


OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves the business licenses noted above.

COUNCIL ACTION:

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	July 13, 2010	
ITEM NUMBER	Manhole Repair Quote	
STAFF INITIAL		
APPROVED BY ADMINISTRATOR		

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

During the TH280 bridge project, Mn/DOT unearthed a manhole south of the Children's Home Society building that city staff knew of but could never find. While Infratech was here televising the sewer line by TC Die Casting and cleaning the sewer sumps, they looked at the manhole to see what could be done to repair it. They recommend lining the manhole, just like the one they did behind TC Die Casting to stop the leaking (infiltration) and im-

prove the structural integrity. Provided the manhole is relatively leak free when they come to do the work, the cost to repair the "west" manhole is \$2,760. Public works asked for a quote to also line a manhole in the same area but they do not recommend repairing that one right now. If the area is too wet, there would be an additional time and materials charge for a polyurethane chemical grout to stop the infiltration.

The repair will be paid for out of the sanitary sewer fund - 601.

OPTIONS:

- Approve Infratech's quote for lining of the west manhole.
- Offer modifications to the quote for Infratech's consideration.
- Do not approve Infratech's quote for lining of the west manhole.

STAFF RECOMMENDATION:

Motion to approve Infratech's quote for lining of the west manhole as quoted.

COUNCIL ACTION:

QUOTATION

June 28, 2010

David Himrichs, Public Works Coordinator

City of Lauderdale

1891 Walnut Street

Lauderdale, MN 55113-5137

Project:

Sanitary sewer structural rehabilitation

Eustis parking lot, adjacent to hwy. 280

Lauderdale, MN

Mr. Himrichs,

Infratech is pleased to offer the following quote for your consideration.

Infratech proposes to mobilize one time and furnish labor, material, skill and equipment necessary to perform the surface preparation and the application of the Qualex-Dynastone gunitite applied mortar system, manufactured as a sewer rehabilitation mortar for use in corrosive wastewater environments, for the remuneration stated below.

1. South Manhole

- Qualex liner method on entire structure

\$2,400

2. West Manhole

- Qualex liner method on entire structure

\$2,760

In accordance with the manufacturer's requirements, all Qualex-Dynastone applications will need to take place in a relatively leak free environment. In the event that excessive infiltration is encountered Infratech proposes, only upon authorization by the owner, to furnish labor, material, skill and equipment necessary to perform the injection of polyurethane chemical grout to stop existing infiltration for the Time & Materials (T&M) rate of \$210.00 per hour and \$50.00 per gallon of grout.

If this quotation meets your needs, please complete the *Authorization to Proceed* portion and return to Infratech. An executed copy will be returned for your file.

Respectfully,

Joseph B. Rubbelke

Joseph B. Rubbelke

Project Manager

Lauderdale, MN
Sanitary MH rehab

AUTHORIZATION TO PROCEED

Signing of this proposal by authorizing agents of the prescribed project constitutes the entire agreement between the parties and supersedes all prior proposals and agreements.

Infrastructure Technologies, Inc.
Contractor

City of Lauderdale, Minnesota
Owner

Sign

Name

Joseph B. Rubbelke
Project Manager

Title

Date

Special Instructions (if any):

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____
 Public Hearing _____
 Discussion X _____
 Action X _____
 Resolution _____
 Work Session _____

Meeting Date July 13, 2010

ITEM NUMBER _____
 Deputy Clerk Appointment

STAFF INITIAL HLB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Jim and I initially interviewed nine candidates from the pool of 30 applications we received. Two candidates really stood out; they were invited for an interview with Councilors Hawkinson and Mac Lean. It seemed obvious to us that Kathy Lind was the best candidate for the job. She has been a clerk - treasurer for the City of Isle for four years. Kathy was offered employment conditioned on full council approval as you will see in the attached letter.

OPTIONS:

STAFF RECOMMENDATION:

Motion to appoint Kathy Lind to the deputy clerk position effective July 14, 2010.

COUNCIL ACTION:

City of Lauderdale
The Island in the Metro

CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
651-792-7650
FAX 651-631-2066

June 29, 2010

Kathy Lind
1514 131st Ave. NE
Blaine, MN 55449

Dear Kathy,

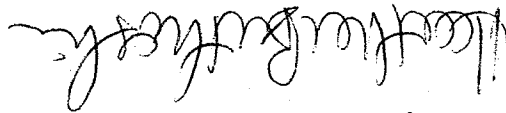
The Deputy Clerk Selection Committee would like to offer you the position of Deputy Clerk, subject to City Council approval and completion of the background check. We believe you will be an asset for the City into the future.

For 2010, step one of the wage scale is \$18.60 per hour with eligibility for a step increase after the probationary period in six months. The position will be 28 hours per week and will generally be performed during the City's regular office hours which are 8:00 a.m. to 4:30 p.m. Occasionally, your responsibilities, especially election duties, may require you to work outside of the city's regular hours.

As you already know, the deputy city clerk position is covered by the union contract. As such, you will want to review the union agreement and personnel policy to determine your benefit eligibility.

If you have any questions or concerns, please let me know.

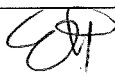
Sincerely,



Heather Butkowski
City Administrator

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	_____
Consent	_____
Public Hearing	_____
Discussion	<input checked="" type="checkbox"/>
Action	<input checked="" type="checkbox"/>
Resolution	_____
Work Session	_____

Meeting Date	July 13, 2010
ITEM NUMBER	August 10 Council Meeting
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

August 10 is the primary election; it is also the day of a council meeting. As I am the election administrator for this year, I will have to tend to the election. The Council has two options for that day. The first option is to hold the meeting starting at 8:00 p.m. Per state law, no meeting may be held before the polls close. The second option is to reschedule the meeting to another night.


OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	_____
Consent	_____
Public Hearing	_____
Discussion	<input checked="" type="checkbox"/>
Action	<input checked="" type="checkbox"/>
Resolution	_____
Work Session	_____

Meeting Date	July 13, 2010
ITEM NUMBER	Insurance Renewal
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City's insurance policy runs from August to August. Annually, the city council must determine whether or not to waive the municipal tort liability limits established by statute. The city has not waived them in the past as it opens the city to greater financial liability and would require the purchase of additional insurance. I attached a League memo that offers more guidance.

Also attached is the quote for workers compensation insurance for the upcoming year. For many years, the City has selected a \$2,500 deductible.

Unless the Council would like to make any changes, I suggest the following motions be made separately.

OPTIONS:

STAFF RECOMMENDATION:

1. A motion not to waive the monetary limits on municipal tort liability established by MS 466.04.
2. A motion to purchase workers' compensation insurance from the League of MN Cities Insurance Trust per the attached quote based on a _____ deductible.

COUNCIL ACTION:

SECTION I: LIABILITY COVERAGE WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- If the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.

- If the city waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$1,500,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000, regardless of the number of claimants.

- If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCT before the effective date of the coverage.** For further information, contact LMCT. You may also wish to discuss these issues with your city attorney.

HAUBERDALE accepts liability coverage limits of \$ 1,500,000 from the League of Minnesota Cities Insurance Trust (LMCT).

Check one:

The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCT.

Date of city council meeting

7-13-10

Signature _____

Position _____

Return this completed form to LMCT, 145 University Ave. W., St. Paul, MN. 55103-2044



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RISK MANAGEMENT INFORMATION
LMCIT LIABILITY COVERAGE OPTIONS
Liability Limits, Coverage Limits, and Waivers

LMCIT gives cities several options for structuring their liability coverage. The city can choose either to waive or not to waive the monetary limits the states provide; and the city can select from among several liability coverage limits. This memo discusses these options and identifies some issues to consider in deciding which of the options best meets the city's needs.

Statutory Limits on Municipal Tort Liability

The statutes limit a city's tort liability to a maximum of \$500,000 per claimant and \$1,500,000 per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both.

Coverage Limits for LMCIT's Basic Primary Liability Coverage

LMCIT's liability coverage provides a limit of \$1,500,000 per occurrence, matching the per-occurrence part of the statutory municipal tort liability limit. Beside the overall coverage limit of \$1,500,000 per occurrence, there are also annual aggregate limits (that is, limits on the total amount of coverage for the year regardless of the number of claims), for certain specific risks. Aggregate limits apply to the following:

Products	\$2,000,000 annually
Failure to supply utilities	\$2,000,000 annually
EMF	\$2,000,000 annually
Limited pollution*	\$2,000,000 annually
Mold	\$2,000,000 annually
Land use litigation**	\$1,000,000 annually
Employers liability (work comp)	\$1,500,000 annually

* Includes sudden and accidental releases of pollutants; herbicide and pesticide application; sewer ruptures, overflows and backups; and lead and asbestos claims. The limit applies to both damages and defense costs.
** Coverage is on a sliding scale percentage basis, and applies to both damages and litigation costs.

LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST

145 UNIVERSITY AVE. WEST PHONE: (651) 281-1200
ST. PAUL, MN 55103-2044 TOLL FREE: (800) 925-1122
FAX: (651) 281-1298 WEB: WWW.LMC.ORG

Something to Think About

Under the basic coverage form, the \$500,000 per claimant part of the statutory liability limit is not waived, so if the statutory limit applies to the particular claim, LMCIT and the city would be able to use that limit as a defense.

If the Statute Limits our Liability, Why Purchase Higher Coverage Limits?
There are several different reasons why cities should strongly consider carrying higher limits of liability coverage.

The Statutory Tort Limits Either Do Not or May Not Apply to Several Types of Claims
Some examples include:

- *Claims under federal civil rights laws.* These include Section 1983, the Americans with Disabilities Act, etc.
- *Claims for tort liability that the city has assumed by contract.* This occurs when a city agrees in a contract to defend and indemnify a private party.
- *Claims for actions in another state.* This might occur in border cities that have mutual aid agreements with adjoining states, or when a city official attends a national conference or goes to Washington to lobby, etc.
- *Claims based on liquor sales.* This mostly affects cities with municipal liquor stores, but it could also arise in connection with beer sales at a fire relief association fund-raiser, for example.
- *Claims based on a "taking" theory.* Suits challenging land use regulations frequently include an "inverse condemnation" claim, alleging that the regulation amounts to a "taking" of the property.

LMCIT's Primary Liability Coverage has Annual Limits on Coverage for a few Specific Risks

The table on page one lists the liability risks to which aggregate coverage limits apply. If the city has a loss or claim in one of these areas, there might not be enough limits remaining to cover the city's full exposure if there is a second loss of the same sort during the year. Excess liability coverage gives the city additional protection against this risk as well.

However, there are a couple important restrictions on how the excess coverage applies to risks that are subject to aggregate limits:

- The excess coverage does not apply to three risks: *failure to supply utilities; mold; and "limited pollution" claims if either the pollutant release or the damage is below ground or in a body of water; and*
- The excess coverage does not automatically apply to liquor liability unless the city specifically requests it.

The City may be Required by Contract to Carry Higher Coverage Limits
Occasionally, a contract might include a requirement the city carry more than \$1,500,000 of coverage limits. Carrying excess coverage is a way to meet these requirements. (There's also another option for cities in this situation. LMCIIT can issue an endorsement to increase the city's coverage limit only for claims relating to that particular contract. There's a small charge for these "laser" endorsements.)

There may be more than One Political Subdivision Covered Under the City's Coverage

An HRA, EDA, or port authority is itself a separate political subdivision. If the city EDA, for example, is named as a covered party on the city's coverage and a claim were made that involved both the city and the EDA, theoretically the claimant might be able to recover up to \$1,500,000 from both the city and the EDA, since there are two political subdivisions involved. Excess coverage is one way to provide enough coverage limits to address this situation. Another solution is for the HRA, EDA, or port authority to carry separate liability coverage in its own name.

This issue of multiple covered parties can also arise if the city has agreed by contract to name another entity as a covered party, or to defend and indemnify another entity.

Cities Sometimes Carry Higher Coverage Limits Because of a Concern the Courts Might Overturn the Statutory Liability Limits

However, those limits have now been tested and upheld several times in Minnesota. While it's always possible that a future court might decide to throw out the statutory limits, this is now less of a concern.

Available Excess Liability Coverage Limits

Excess coverage is available in \$1 million increments, up to a maximum of \$5 million.

Does the Optional Excess Coverage Apply to all Types of Claims?

No. The excess liability coverage does not apply to the following types of claims: limited pollution, mold, failure to supply utilities, auto no-fault, uninsured / underinsured motorist, workers compensation, disability, unemployment claims, or claims under the medical payments coverage.

Who Needs Excess Liability Coverage?

If anything, excess liability coverage is even more important to a small city, rather than a large city.

If a city ends up with more liability than it has coverage, the city will have to either draw on existing funds or go to its taxpayers to pay that judgment. A large city faced with, say, a million dollars of liability over and above what its LMCIIT coverage pays might be able to spread that \$1 million cost over several thousand taxpayers. The small city by contrast might be dividing that same \$1 million cost among only a couple hundred taxpayers. \$1 million divided among 5,000 taxpayers is \$200 apiece – among only a couple hundred taxpayers. \$1 million divided among 200 taxpayers is \$5,000 apiece – enough to be a real problem for many.

Carrying excess coverage under the waiver option is a way to address an issue that some cities find troubling: the case where many people are injured in a single occurrence caused by city negligence. Suppose, for example, that a city vehicle negligently runs into a school bus full of kids, causing multiple serious injuries. \$1,500,000 divided 50 ways may not go far toward compensating for those

If the city has \$1 million of excess coverage and chooses to waive the statutory tort limits, the claimants (whether it's one claimant or several) could then potentially recover up to \$2.5 million in damages in a single occurrence. If the city carries higher excess coverage limits, the potential maximum recovery per occurrence is correspondingly higher.

Effects of Waiving the Statutory Limits if there is Excess Coverage

Other cities may feel that the appropriate policy is to minimize the expenditure of the taxpayers' funds by taking full advantage of every protection the legislature has decided to provide. There's no right or wrong answer on this point. It's a discretionary question of city policy that each city council needs to decide for itself. For claims the statutory tort liability limits don't apply to, it doesn't affect how the city's coverage or risk on those claims. Waiving the statutory tort limits has no effect on claims the statutory limits don't apply to.

Very literally, applying the statutory liability limit means an injured party won't be fully compensated for his/her actual, proven damages that were caused by city negligence. Some cities as a matter of public policy may want to have more assets available to compensate their citizens for injuries caused by the city's negligence. Waiving the statutory liability limits is a way to do that.

- The city is in fact liable.
- The injured party's actual proven damages are greater than the statutory limit.

Highlight

The waiver option coverage does not give the city better protection. The benefit is to the injured party.

Why Would the City Choose to Pay More to get Waiver-Option Coverage?

If the city waives the statutory limit, an individual claimant could therefore recover up to \$1,500,000 in damages on a claim. Of course, the individual would still have to prove to the court or jury that s/he really does have that amount of damages. Also, the statutory limit of \$1,500,000 per occurrence would still apply; that would limit the individual's recovery to a lesser amount if there were multiple claimants.

If the city chooses the "waiver" option, the city and LMCIT no longer can use the statutory limit of \$500,000 per claimant as a defense. Because the waiver increases the exposure, the premium is roughly 3% higher for coverage under the waiver option.

What's the Effect of Waiving the Per Claimant Statutory Liability Limit?

Pete Tritz 12/09

Is there a Simple way to Summarize the Options?
It's not necessarily simple, but the table on the following page is a shorthand summary of what the effect would be of the various coverage structure options in different circumstances.

Your League Resource
Feel free to call the Underwriting Department at 651-281-1200 or 800-925-1122 with any questions.

the statutory limits.

No. If the city decides to waive the statutory tort limits, that waiver applies to the full extent of the coverage limits the city has. The city cannot partially waive

Can we Waive the Statutory Tort Limits for the Primary Coverage but not for the Excess Coverage?

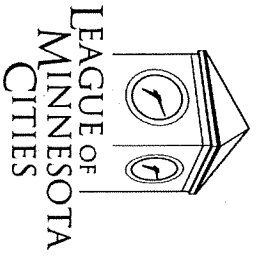
Of course, that's not to say there is no risk the city's liability could exceed its coverage limits. We listed earlier a number of ways that could happen to any city. But the waiver doesn't increase that risk.

There is no increase in risk for the city to end up with liability if LMCI doesn't cover it. The waiver form specifically says the city is waiving the statutory tort liability limits only to the extent of the city's coverage.

Waiving Statutory Tort Liability Limits: Increase in Risk?

The cost of the excess liability coverage is about 25% greater if the city waives the statutory tort limits. The cost difference is proportionally greater than the cost difference at the primary level because for a city that carries excess coverage, waiving the statutory tort limits increases both the per-claimant exposure and the per-occurrence exposure.

injuries. Excess coverage under the waiver option makes more funds available to compensate the victims in that kind of situation.



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LMCIT Liability Coverage Options

Coverage structure If the city:	On a liability claim to which the statutory limits apply		On a liability claim to which the statutory limits do not apply
	This is the maximum amount a single claimant could recover on an occurrence.	This is the maximum total amount that all claimants could recover on a single occurrence.	
Does not have excess coverage & Does not waive the statutory limits	\$500,000	\$1,500,000	\$1,500,000
Does not have excess coverage & Waives the statutory limits	\$1,500,000	\$1,500,000	\$1,500,000
Has \$1,000,000 of excess coverage & Does not waive the statutory limits	\$500,000	\$1,500,000	\$2,500,000
Has \$1,000,000 of excess coverage & Waives the statutory limits	\$2,500,000	\$2,500,000	\$2,500,000

LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST

145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044

PHONE: (651) 281-1200
TOLL FREE: (800) 925-1122

FAX: (651) 281-1298
WEB: WWW.LMC.ORG

League of Minnesota Cities Insurance Trust
 Group Self-Insured Workers' Compensation Plan
 145 University Avenue West St. Paul, MN 55103-2044 Phone (651)215-4173

Notice of Premium Options for Standard Premiums up to \$25,000

Agreement No.: 0200047425
 Agreement Period: From: 8/01/2010 To: 8/01/2011

LAUDERDALE, CITY OF
 1891 WALNUT STREET
 LAUDERDALE MN 55113-5137

Enclosed is a quotation for workers' compensation deposit premium.

PAYROLL DESCRIPTION	CODE	RATE	ESTIMATED PAYROLL	DEPOSIT PREMIUM
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SEE ATTACHED SCHEDULE FOR DETAILS

Manual Premium		.91	Experience Modification	8232.
Standard Premium		0%	Deductible Credit	7491.
Premium Discount				237.
Net Deposit Premium				7254.

OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

1. Regular Premium Option

NET DEPOSIT PREMIUM 7254.

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The "City"
 LAUDERDALE, CITY OF
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 LAUDERDALE
 MN 55113-5137

CONTINUATION SCHEDULE FOR QUOTATION PAGE


EST. PREM	RATE	DESCRIPTION
1975.	3.45	SEWAGE DISPOSAL PLANT
1290.	.80	CLERICAL OFFICE EMPLOYEES NOC
1196.	3.65	PARKS
46.	.25	ELECTED OR APPOINTED OFFICIALS
3725.	7.90	GENERAL MAINTENANCE
8232.		Manual Premium

Agent: 410848736
 00862: ENGBERG-SCHABER-WELCH AGCY
 973 PAYNE AVE
 ST PAUL
 MN 55130-3901

6/23/2010

LM4680 (8/99)

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	July 13, 2010	ITEM NUMBER	TC Die Casting Sewer	STAFF INITIAL		APPROVED BY ADMINISTRATOR
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Action Requested	
Consent	_____
Public Hearing	_____
Discussion	X
Action	X
Resolution	_____
Work Session	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The sewer line by TC Die Casting was televised in June. The line is in remarkably good shape for being 60 years old. After reviewing the information, Tom Kelloeg, the city engineer, recommended the pipe be lined to smooth out the off-set joints, prevent more roots from entering the pipe (which are a primary sources of I/I), and improve the structural integrity of the line. He suggested the pipe be cleaned, lined, and televised prior to any construction over the sewer line. After the construction is completed, he suggested televising the line again to make sure the construction did not impact the line.

Staff asked Infratech to provide a ballpark estimate on the cost to line the pipe. Joe Rubelke provided the attached document showing an approximate cost of \$27,700.

Tonight, the Council is asked to decide whether it wants to pursue an agreement that would allow TC Die Casting to build over the sewer easement. The city attorney would prepare a draft agreement with city staff and representatives from TC Die Casting. Ultimately, the final draft would be brought back for council approval.

The cost to draft the agreement is unknown as this is not a common request. TC Die Casting should be asked to put money in escrow to cover the expense. The city attorney suggested a \$5,000 escrow for engineering and legal fees. The escrow amount could be less; TC Die Casting would just have to cover all costs before the agreement is approved by the Council and permits issued.

I believe TC Die Casting will ask the City to share in the cost to line the sewer. It is obviously within the Council's discretion to spend city funds to line this stretch of sewer but it is an expense the City would not have taken on right now if TC Die Casting had not brought forward the issue.

Last year the Council raised the sewer rates so transfers could be made from the sanitary sewer enterprise fund (601) to the sanitary sewer capital improvement fund (407) to save at a faster rate for possible county road turn backs and the reconstruction of those roads. Currently, the sanitary sewer capital improvement fund balance is \$426,800. The cost to fully reconstruct Eustis Street from Larpenieur to Roselawn was estimated at \$2,271,027 (January 2009 estimate).

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION CONTINUED:

OPTIONS:

Regarding construction over the sewer easement:

1. Motion to direct staff to take an escrow deposit from TC Die Casting and direct the city attorney to begin drafting an agreement that would allow TC Die Casting to build in the sanitary sewer easement area.
2. Motion to decline TC Die Casting's request to build in the sanitary sewer easement area.

Regarding lining of the sewer line:

1. Require TC Die Casting to cover all costs related to cleaning, lining, and televising the sanitary sewer line in the easement area.
2. Some other cost sharing agreement regarding the lining of the sewer line.

STAFF RECOMMENDATION:

Allow TC Die Casting to build in the sewer easement area if they cover all legal, engineering, and sewer lining expenses.

Dave plans to be at the meeting if you have questions.

COUNCIL ACTION:

Heather Butkowski

From: Joe Rubbelke [joer@inftratechonline.com]
Sent: Monday, June 21, 2010 2:09 PM
To: Heather Butkowski
Subject: RE: TC Die

Hello Heather,
The following costs are budgetary, for the 300H of 15" sanitary sewer at TC Die Casting, Inc.:

- End-to-end Cure In Place Pipe (CIPP) lining = \$25,000
- All associated jet/vac cleaning = \$1,500
- All associated televising = \$1,200
- Items that could modify this pricing:
 - Excessive debris in line
 - Difficulty gaining access across railroad property
 - Reinstatement of service laterals entering mainline after lining

Please let me know if you need anything else.
Respectfully,

Joe Rubbelke

Joseph B. Rubbelke
Project Manager
Infrastructure Technologies, Incorporated
21040 Commerce Boulevard
Rogers, Minnesota 55374-9341
Toll free: 1-800-533-4244
Local: 763-428-6488
Fax: 763-428-6489
Mobile: 612-817-6521
email: joer@inftratechonline.com

March 17, 2010

City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Re: Twin City Die Castings, Inc.
Lauderdale, MN

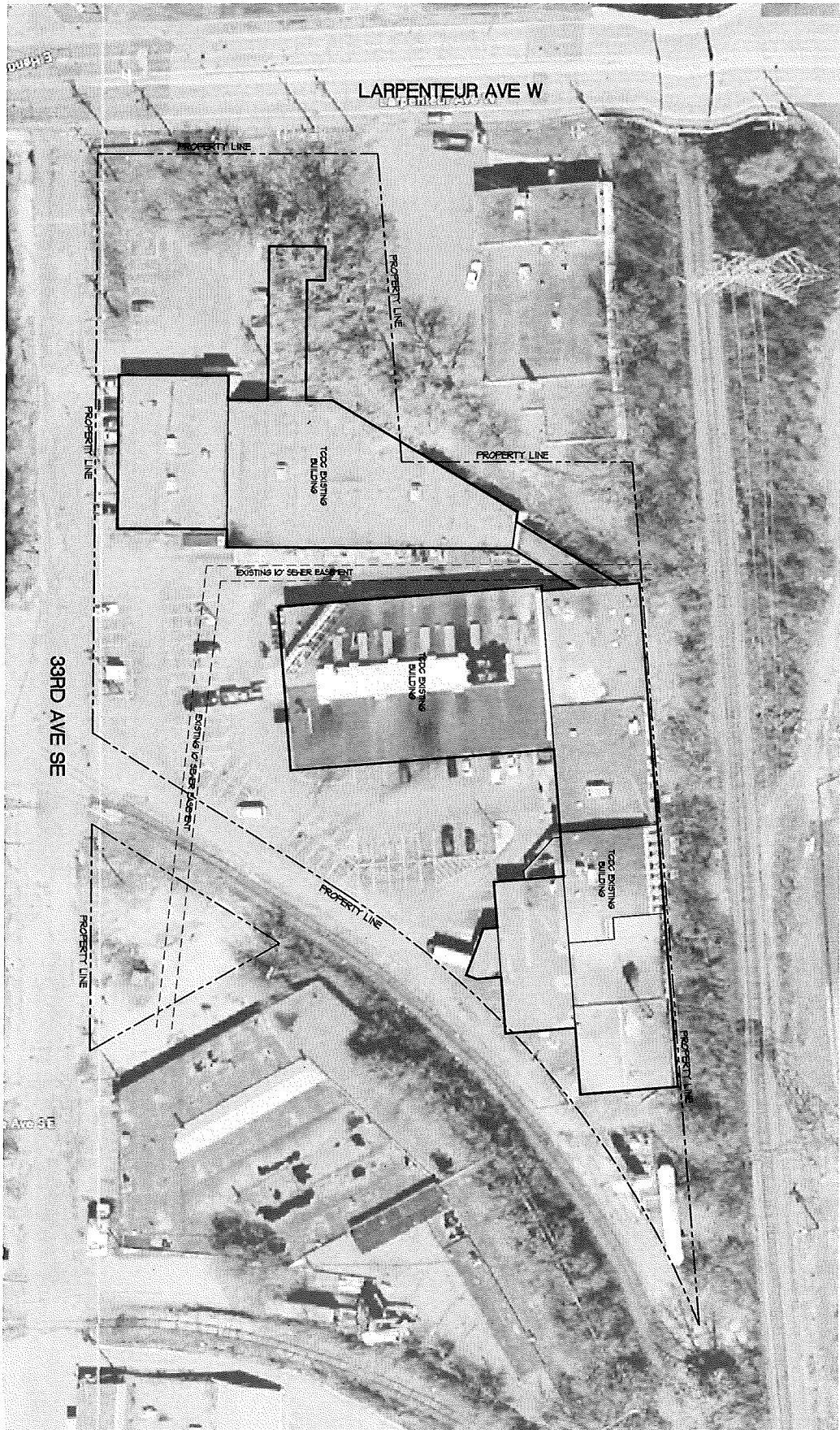
It is the intention of this project to expand Twin City Die Castings conditioned manufacturing space to increase efficiency in the existing buildings and increase the safe work environment for employees by shortening in-house vehicular traffic patterns and providing additional manufacturing and product finishing areas.

The area proposed to be enclosed for new operations currently sits over a portion of an easement for a Lauderdale city sewer. Twin City Die Castings, to accommodate the needs they have for production and finishing, propose to enclose this area with a roof above the easement and between two existing buildings. The proposed additional space would be built with high, open ceilings and a high bay access door at the end of the space to allow equipment to enter for the correction of any problems associated with the Cities' sewer easement.

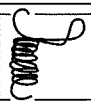

We thank you for your time and appreciate your consideration of this matter.



Truman Howell
Truman Howell Architects & Associates, Inc.




 A1 EXISTING SITE PLAN

SHEET NO. A1	DATE 3/19/10	SCALE 1"=30'-0"	DRAWING EXISTING SITE PLAN	TRUMAN HOWELL ARCHITECTS & ASSOC., INC.			REVISIONS
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