

November 13, 2008

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

Councillors present: Lara Mac Lean, Denise Hawkinson, Karen Doherty, Clay Christensen, and Mayor Jeff Dains.

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

Mayor Dains asked for additions, deletions, or changes to the meeting agenda.

There being none, Councillor Hawkinson moved to approve the agenda. Councillor Mac Lean seconded the motion and it passed unanimously.

Councillor Christensen moved approval of the October 28, 2008, City Council minutes. Councillor Doherty seconded the motion and it passed unanimously.

Councillor Mac Lean asked where in the City Blue Chip Tree Service trimmed in October. Butkowski responded that staff would check with public works. Councillor Christensen noted that he saw them trimming on Eustis and Malvern.

Councillor Hawkinson moved approval of the claims totaling \$83,680.44. Councillor Mac Lean seconded the motion and it passed unanimously.

Mayor Dains asked if members of the public wished to address the Council.

There being no one, Councillor Christensen moved the consent agenda approving 2009 rental housing licenses and the GIS Users Group Joint Powers Agreement (JPA). Councillor Hawkinson seconded the motion and it passed unanimously.

The Council moved to the SCORE Grant for Recycling discussion item. Butkowski explained the City is eligible for recycling assistance each year from Ramsey County upon adoption of a resolution. For 2009, the City is eligible for \$4,866.

Councillor Mac Lean moved Resolution 111308B – A Resolution accepting SCORE grant funding from Ramsey County for Lauderdale's recycling program. Councillor Hawkinson seconded the motion and it passed unanimously.

Mayor Dains introduced appointment of a city administrator for discussion. Butkowski provided materials relating to previous administrator contracts.

Councilor Mac Lean asked Butkowski if she would accept the city administrator position if appointed. Butkowski responded that she would be willing to accept the position.

Councilor Hawkinson moved to appoint Heather Butkowski as the City Administrator for the City of Lauderdale. Councilor Mac Lean seconded the motion and it passed unanimously.

The Council discussed setting up a personnel committee to meet with Butkowski to negotiate a contract and pay scale. Councilors Christensen and Mac Lean volunteered for the committee.

Councilor Hawkinson moved to appoint Councilors Christensen and Mac Lean to a personnel committee with the purpose of negotiating a contract and pay scale with Butkowski. Councilor Doherty seconded the motion and it passed unanimously.

Mayor Dains opened discussion regarding the deputy clerk position vacated by Butkowski. Butkowski explained in the past the City posted open positions via such mediums as the city's website, the League of Minnesota Cities' website, and in local papers. Since persons interested in city government careers generally look for postings on the League of Minnesota Cities' website, she suggested posting notice there as well as on the city's website and at City Hall.

Mayor Dains reminded the group that when Butkowski was hired, the city administrator and assistant to the city administrator performed the initial interview with two council members participating in the second interview.

Councilor Mac Lean moved to authorize the city administrator to initiate and carry out the search for a deputy city clerk. Councilor Doherty seconded the motion and it passed unanimously.

The Council discussed the timeframe for carrying out the search. The goal would be to have the candidate identified by the January 13, 2009, city council meeting. Additionally, Butkowski was directed to discuss with Colleen Callahan, the interim deputy city clerk, her availability until the January 13 meeting.

The next item on the agenda related to a plat with variances for 1948 Walnut Street. Bownik explained the owners, Tim and Carly Rysgaard, were requesting to divide their lot into two lots. Lot one would have a lot width of 37.27 feet and a lot area of

4,736,2716 square feet. Lot two would have a lot width of 42.87 feet and a lot area of 5,432,9151 square feet. As the lot division results in two lots that do not meet current zoning codes for lot width and lot area, the plat includes two variances for each lot. Bowmik explained due to the simplistic nature of the division, the preliminary plat and final plat process were merged into one action. The plat adoption requires the Council hold a public hearing before acting on a resolution.

Mayor Dains opened the public hearing at 7:49 p.m. Carly Rysgaard addressed the Council. She noted that when she purchased the property along with her brother Tim, she was told it included a buildable lot. Their intention from the beginning was to renovate the existing home before building a "green" home on the secondary lot. She further explained that while new homes are to be built on sixty foot lots, those in her neighborhood are largely built on forty foot lots so this one would not be out of scale with the neighborhood and would afford as much green space as the others.

Tim Rysgaard addressed the Council. He addressed his desire to live in Lauderdale and live a low-impact lifestyle. With no further comments, the public hearing ended at 7:54 p.m.

Mayor Dains said he felt the Rysgaards were earnest people with persuasive arguments; however, past Councils took the position that homes should be built on sixty foot wide lots or greater. He felt the Council should follow those prior decisions.

Councilor Mac Lean questioned the lot coverage in regard to a garage should the Rysgaards choose to add one. Carly Rysgaard responded that their preliminary plans included a truck under garage so additional space for a garage would not be necessary.

Councilor Doherty asked whether the home would still have to meet all the other zoning and building regulations. She is reluctant to allow for additional variances. Bowmik responded they would.

Councilor Christensen said he agrees a forty foot lot is small, but thinks the proposal is a direct way to solve a problem the Rysgaards fell into with the property.

Councilor Mac Lean asked whether setbacks or lot coverage standards changed for a property of the size proposed.

Carly Rysgaard responded that they plan to exceed the five foot side yard setback on each side of the property. Councilor Doherty responded that the lot coverage standard of thirty percent would not change but it does impact how large the home can be.

Councilor Christensen moved Resolution 111308A – A Resolution Granting Final Plat Approval with Variances for Rysgaard Estates. Councilor Doherty seconded the motion with Councilors Mac Lean, Doherty, and Christensen voting yes and Councilor Hawkinson and Mayor Dains voting no. The resolution passed.

Bownik reported on the Halloween Event. 243 bags of candy were distributed along with almost all 400 hot dogs. Resident Jack Barlow supplied mini-donuts and the maze was about forty percent bigger thanks to John Mac Lean and Trygve Hansen. All the volunteers did a great job of setting up and per Colleen Callahan's request, Sam's Club donated two boxes of hot dogs.

Councilor Mac Lean suggested more delegation of tasks prior to set up. Additionally, the Mayor suggested more volunteers be assigned for clean up. He was concerned more residents were not volunteering and its impact on future events. Bownik said the best recruitment results from neighbors asking neighbors to help.

On the next agenda is a public hearing for the 2009 Budget.

Councilor Christensen also reported that the next Ramsey County League of Local Government meeting was changed from November 20 to December 11 at Maplewood City Hall.

Councilor Hawkinson moved to adjourn the meeting. Councilor Christensen seconded the motion and it carried. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Heather Butkowski
Acting City Administrator