

LAUDERDALE CITY COUNCIL
MEETING MINUTES

TUESDAY, APRIL 11 2006

Mayor Dains called the meeting to order at 7:35 p.m. and asked administrator Bakken Heck to call roll.

Council members present: Karen Gill-Gerbig, Denise Hawkinson, Karen Doherty, Clay Christensen and Mayor Jeffrey Dains.

Staff present: Jim Bownik and Heather Butkowski.

Mayor Dains asked for additions or deletions to the agenda. There being none, council member Denise Hawkinson moved and Karen Doherty seconded the agenda and the motion carried.

Mayor Dains asked for any additions or corrections to the minutes of March 28. There being none, council member Clay Christensen moved and council member Denise Hawkinson seconded the minutes as presented and the motion carried.

Mayor Dains asked for questions on the claims. There being none, council member Karen Gill-Gerbig moved and Denise Hawkinson seconded approval of the claims in the amount of \$68,543.52 and the motion carried.

Mayor Dains stated this is the time for members of the audience to address the council on items not on the agenda. There was no one in attendance who wished to address the council.

Mayor Dains asked if there were any items on the consent agenda that members wished to remove. There being none, the mayor asked for a motion to approve the consent agenda. Council member Clay Christensen moved approval of the consent agenda accepting quotes for seal coating and awarding the bid to Allied Blacktop Co. per recommendation of City Engineer. Approving the city administrator's attendance at Annual Minnesota City/County Managers Association (MCMA) meeting May 10 – 12 at a cost of approximately \$500.00. Approving the attendance at LMNC Annual Conference (Jim B, Heather B and any council members) in St. Cloud from June 28-30. Council member Denise Hawkinson seconded the motion and it carried.

Mayor Dains introduced Andy Berg from Abdo, Eick and Meyers to present the 2005 city audit. Mr. Berg explained the process used to conduct the audit and provided the council with an overview of the current financial state of the city. One item to point out is the limited ability to segregate duties due to the size of the office. He then summarized the audit in the management letter. Andy commented on the fund balance and stated the fund balance increased again this year as it has in the past. It increased to just over \$77,000. He stated capital outlay and public safety were both under budget from the past year (2004). He then outlined the revenue, which is up over the prior year mainly due to interest earned.

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Mayor asked about the GSAB changes. Andy indicated GASB 40 is this year and 34 was last year. Council member Gill-Gerbig asked if the city was completely in compliance with the new regulations and Mr. Berg said the city was.

Bownik presented the draft of a park improvement plan for the next several years. The plan, when formalized, will be used during the budgeting process. Jim stated the committee believed there were two additional items agreed to at the joint meeting. These two items are 1) electrical hook up at park shelter and 2) hockey net upgrades.

Council member Gill-Gerbig inquired as to whether there were still plans to pave and redirect the rink in 2007. She also noted that the nature area is in the jurisdiction of the Mississippi Watershed Management Organization (MWMO) and funds might be available to do an assessment on the area with regard to water quality and sediment reduction. She asked staff to contact the MWMO for possibilities. She also noted that a St. Anthony Park group is doing research in Bridal Veil Creek and the research and work might be applicable to the Lauderdale Nature Area.

The Mayor reiterated the issue of the tennis courts being on the top of the list and they will get done and there will be two courts.

Bownik mentioned the potential of moving the tennis courts to a new area and installing a skate/bike park at the existing tennis court location.

Butkowski presented information on the proposed process for the upcoming comprehensive plan. She indicated there are 12 people who are interested in serving on the committee. She then went over the goals and timeline developed by the council. She stated she included the 2006 goals as well. Mayor Dains addressed the county road turn back issue, particularly Eustis south of Larpentour.

Council member Christensen asked if the timeline is something the committee does or is it something the council puts forth as far as check back times. He would like some feedback on when there would be "check" backs during the process.

The Mayor stated it is nice to have the committee direct themselves, but there are some issues that might be more pressing than others.

Council member Hawkinson also expressed interest in getting information back from the committee. She wants to make sure the council is kept up to date on the project.

Butkowski indicated she felt it is beneficial to have a council member or two on the committee. Consensus of the council is to accept all 12 individuals. Council member Christensen indicated his interest in being on the committee with council member Gill-Gerbig as the alternate. Moved by Denise Hawkinson to appoint the following residents to

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the comprehensive plan task force with Council member Christensen as the council representative and council member Gill-Gerbig as alternate.
All voted Aye.

Council member Christensen commended the administrator for good work writing a couple of letters on issues brought forth by residents.

Work session started at 8:29 p.m.

Council member Doherty asked why the council was reviewing the personnel policy? Bakken-Heck stated he read the document and felt there needed to be some changes. The council then went through the document section by section.

Doherty suggested not putting in specific dollar amounts for staff benefits. She felt the rates need to be set by the council on an annual basis.

Council members agreed that a few issues needed further defining and/or legal opinion including just cause termination, domestic partnerships, the Family Medical Leave Act, the sexual harassment policy, and employee political activity.

Finally, the members felt that the technology and communications policy should continue being revised and that both public works employees should carry a cell phone.

Rental housing - Bakken-Heck discussed the issue of the rental housing and how to address the concerns of the speakers at the public meeting on the proposed license. He stated one way to address it is to register the rental property in the city, and then based on the complaints made about the property, move the property to a greater level of scrutiny.

Gill-Gerbig questioned what happens when a relative of the owner lives in the house? Does that classify it as a rental property? How does the city address the issue if a problem arises? Is it better to address it as landlords of non owner-occupied homes?

Doherty suggested requiring licensure and a smaller fee instead of a registration process. She didn't want to cause confusion regarding registration versus licensure.

The meeting adjourned at 10:04 p.m. on a motion by Christensen second by Hawkinson.

