

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

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January 12, 2016

Mayor Dains called the Regular City Council meeting to order at 7:33 p.m.

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

Councilors absent: None

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant City Administrator; and Terry Berg, Deputy City Clerk.

Approvals

Mayor Dains asked for changes to the meeting agenda. There being none, motion was made by Councilor Grove to approve the agenda, seconded by Councilor Hawkinson and carried unanimously.

Councilor Gaasch moved to approve the City Council meeting minutes of December 8, 2015. Councilor Hawkinson seconded the motion and carried unanimously.

Councilor Mac Lean moved and seconded by Councilor Gaasch to approve the claims totaling \$124,900.39. Motion carried unanimously.

Consent

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda with Mayor Dains requesting Items E and F be removed. Councilor Hawkinson moved and seconded by Councilor Grove to approve the Consent Agenda thereby approving Designation of *Roseville Review* as Official Newspaper, Resolution 011216A Designating Depositories for City Funds, Resolution 011216B Approving 2016 Tobacco Licenses, Resolution 011216C Approving 3.2 Off Sale Malt Liquor License for 2016, Resolution 011216F Approving Investment Policy and the November Financial Report. Motion carried unanimously.

Discussion / Action Items

A. Elect Mayor Pro-Tem

Mayor Dains noted that Councilor Gaasch has served in that capacity for several years. Councilor Grove suggested that the appointments for Gaasch be reviewed due to the number.

Discussion ensued with Councilor Hawkinson volunteering for the alternate to the Park and Community Involvement Committee, replacing Gaasch. Motion was made by Hawkinson and seconded by Grove to appoint Councilor Gaasch as mayor pro-tem, Mayor Dains, Councilor Mac Lean and City Administrator Butkowski as bank signatories and adopt committee assignments as amended. Motion carried unanimously on a roll call vote.

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B. Appointments and Committee Assignments
Mayor Dains noted that this item was combined with A.

C. Engineering Proposal for Seal Coating Project
City Administrator Butkowski noted that the 2016 budget includes seal coating streets, so Stantec as city engineer prepared a proposal with timeline and estimated construction costs of \$185,000. Since the project will exceed \$100,000, a formal bid process must be followed. Motion was made by Mac Lean and seconded by Hawkinson to order the city engineer to prepare plans and specifications for the 2016 Seal Coating Project. Motion carried unanimously on a roll call vote.

D. Engineering Proposal for Sanitary Sewer Lining Project
The 2016 budget contains funds for sanitary sewer lining from Eustis Street to Como Avenue south of Larpenteur Avenue. Again Stantec prepared a proposal with timeline and estimated construction costs of \$110,000. Administrator Butkowski noted that the project will exceed \$100,000 so a formal bid process must be followed. Motion was made by Mac Lean and seconded by Gaasch to order the city engineer to prepare plans and specifications for the 2016 Sanitary Sewer Lining Project. Motion carried unanimously on a roll call vote.

Items Removed from the Consent Agenda

Mayor Dains noted the two items removed from the Consent Agenda.

Resolution 011216D Accepting Donation – Twin City Chinese Christian Church
Mayor Dains and members of Council expressed their gratitude for the generous donation from the church. Motion was made by Mac Lean and seconded by Hawkinson to adopt Resolution 011216D Accepting the Donation from Twin City Chinese Christian Church. Motion carried unanimously.

Resolution 011216E Accepting Donations for Recreational Programs
Councilor Hawkinson read the list of donations into record with the corresponding recreational programs. Gratitude was expressed by the Council. Motion was made by Mac Lean and seconded by Hawkinson to adopt Resolution 011216E Accepting the Donations for Recreational Programs. Motion carried unanimously.

City administrator noted the next meeting may include the Minnesota Commercial Rail Request for Support, December Financial Report, Fourth Quarter Investment Report, City of Falcon Heights Mutual Aid Agreement, and Public Employees Retirement Association Phased Retirement Agreement for Joe Hughes and Minnesota Department of Transportation Presentation on Highway 280 Improvements. City Administrator Butkowski noted that an open house on the Highway 280 project would be held on January 26 from 4:00 – 7:00 p.m. at city hall.

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Work Session

A. Public Comment.

None.

B. PERA Defined Contribution Plan

City Administrator Butkowski inquired if the City Council was interested offering the defined contribution plan beginning in 2016. The contribution would be 5% with a match of 5% from the City. Participation is not mandatory but decided on an individual basis. Discussion ensued with consensus to offer the plan. Administrator Butkowski noted the item would be placed on the next agenda.

C. Community Update

Administrator Butkowski participated in the police chief interviews last week with the evaluation process continuing this week. St. Anthony City Manager Casey makes the appointment.

The group home on Walnut Street was closed in Lauderdale due to the property owner terminating the lease. In response, Councilor Mac Lean requested property owner information on the group home on Eustis Street.

Bond Attorney Julie Eddington informed the City that the Benedictine Health System project closing has been delayed to February due to financing restructuring.

Ramsey County Engineer notified the City that the Eustis Street mill and overlay has been moved to 2017. Administrator Butkowski discussed the sidewalk issue with the county.

Lastly, the administrator reported that the property owner of the former Rapit Printing building gave notice to vacate to tenants and changed the locks on January 11. City staff had posted signs on December 24 that the building could not be occupied for their intended reuse. Mayor Dains noted that a meeting had been held with Chief Ohl, Councilor Mac Lean, himself and City Administrator Butkowski regarding law enforcement efforts.

Closed Session

A. 1821 Eustis Street

Mayor Dains called the closed session of the City Council at 8:17 p.m. The purpose of the closed session was to review confidential data and consider strategies for purchase of real property at 1821 Eustis Street conducted pursuant to Minnesota Statutes Sections 13D.05, subdivision 3 and 13.44, subdivision 3.

Mayor Dains closed the session at 8:40 p.m.

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There being no further business on the council agenda, motion was made by Councilor Hawkinson and seconded by Councilor Mac Lean, carried unanimously, to adjourn the meeting at 8:41 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Terry J. Berg". The signature is written in black ink and is positioned above the printed name and title.

Terry J. Berg
Deputy City Clerk