

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

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February 23, 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, and Lara Mac Lean.
Councilors absent: Denise Hawkinson.

Staff present: Heather Butkowski, City Administrator and Jim Bownik, Assistant City Administrator.

Approvals

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

Councilor Mac Lean moved to approve the City Council meeting minutes of February 9, 2016. Councilor Grove seconded the motion and carried unanimously.

Councilor Mac Lean moved and seconded by Councilor Grove to approve the claims totaling \$26,762.34. Motion carried unanimously.

Consent

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. There being none, Councilor Mac Lean moved and seconded by Councilor Gaasch to approve the Consent Agenda thereby approving Technology Purchases and 2016 Garbage Haulers Licenses. Motion carried unanimously.

Discussion / Action Items

A. Deputy City Clerk-Treasurer Job Description

Mayor Dains noted that Terry Berg is leaving the City with her last full day being February 24, 2016. City Administrator Butkowski reviewed the proposed job description which includes a change in title reflecting the importance of the financial responsibilities. The job description was entirely rewritten with Administrator Butkowski noting the salary range was incorrect.

Motion was made by Councilor Grove and seconded by Councilor Gaasch approve the Deputy City Clerk-Treasurer job description as written. Motion carried unanimously.

B. Terry Berg Employment Agreement

Administrator Butkowski stated that Terry Berg has offered to continue her employment on an as needed basis to assist with transition and the financial management software conversion. Council members expressed appreciation for her work and offer. Motion was made by Councilor Mac Lean and seconded by Councilor Gaasch approving the employment agreement with Terry Berg as presented. Motion carried unanimously on a roll call vote.

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City administrator noted the next meeting may include Ramsey County Commissioner McGuire, Cor Wilson of the Cable Commission regarding the Comcast Cable Franchise, the Approval of Plans and Specifications for 2016 Public Works Projects, draft Fence Ordinance and draft Sex Offender Residency Restriction Ordinance. City Administrator Butkowski noted the Annual Police Report is scheduled for March 22 and Comprehensive Annual Financial Report presentation on April 12 by Abdo, Eick & Meyers, LLP.

Work Session

A. Public Comment

None.

B. Community Events Planning with Park and Community Involvement Committee

Mayor Dains explained that the City Council met with members of the Park and Community Involvement Committee to identify ways to improve community events and encourage participation by new community members. Among the topics discussed were new tools to make recruiting and scheduling volunteers easier, changing the name of the committee to reflect the emphasis on community involvement, and restructuring the events to match the changing needs and desires of the community. Staff will follow up with committee members and share the changes in the upcoming City newsletter.

Councilor Mac Lean left the meeting at 8:39 p.m.

C. Minnesota Commercial Railway Request for Support

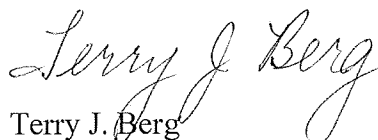
Minnesota Commercial Railway requested a letter of support from the City as they continue their effort to receive forgiveness of a loan received from Minnesota Department of Transportation to repair the bridge over Como Avenue just west of Trunk Highway 280. At the conclusion of the discussion, the City Council did not take action on the request.

D. Community Update

Administrator Butkowski reported that the purchase of 1821 Eustis Street closed. Also, the Rapt Fitness construction site has been burglarized several times.

There being no further business on the council agenda, motion was made by Councilor Grove and seconded by Councilor Gaasch, carried unanimously, to adjourn the meeting at 9:03 p.m.

Respectfully submitted,



Terry J. Berg
Deputy City Clerk