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**CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey City Council conducted a regular meeting on Tuesday, February 8, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Bob Ramsey
Councilmember Randy Backous
Councilmember David Elvig
Councilmember David Jeffrey
Councilmember Colin McGlone
Councilmember Jason Tossey
Councilmember Jeffrey Wise

Members Absent: None

Also Present: Deputy City Administrator Heidi A. Nelson
Public Works Director Brian Olson
Associate Planner Timothy Gladhill
City Engineer Tim Himmer
City Attorney William Goodrich

1. CALL TO ORDER

Mayor Ramsey called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Ramsey.

2. PRESENTATION

Mayor Ramsey presented the State of the City Address.

3. CITIZEN INPUT

Frank Yamoutpour, 6401 Highway 10, expressed his concern with the median on Sunfish Lake Boulevard near his place of business. He asked if it could be opened up and presented Council with drawings of potential fixes in regard to the traffic.

Mayor Ramsey said the medians are an issue that is being worked on. There is a new County Board, and this item is being discussed. He thanked Mr. Yamatpour for his work.

4. APPROVE AGENDA

Motion by Councilmember Elvig, seconded by Councilmember Tossey, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Tossey, Backous, Jeffrey, McGlone, and Wise. Voting No: None.

5. CONSENT AGENDA

Motion by Councilmember Wise, seconded by Councilmember Jeffrey, to approve the following items on the Consent Agenda:

1. Receive Building Permit Revenue Report December 2010
2. Approve the following Meeting Minutes:
 - a) City Council Work Session ó 1/4/2011
 - b) City Council Special ó 1/4/2011
 - c) City Council Special ó 1/11/2011
 - d) City Council Work Session ó 1/11/2011
 - e) City Council Regular ó 1/11/2011
3. Authorize Funding in the amount of \$90 for the Ramsey Seniors History Program
4. Authorize Construction Incentive Payment to North Valley, Inc. for City project 08-27, 167th Avenue Reconstruction
5. Adopt Resolution #11-01-035 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received during the Period of January 20, 2011 through February 2, 2011
6. Adopt Resolution #11-02-036 Adopting the 2011 Enterprise Fund Budgets and Adopt Resolution #11-01-037 Amending the 2010 Enterprise Fund Budgets
7. Adopt Resolution #11-02-038 Adopting the 2011 Economic Development Authority Budget and Adopt Resolution #11-02-039 Amending the 2010 Economic Development Authority Budget
8. Adopt Resolution #11-02-040 Amending the 2010 General Fund Budget
9. Adopt Resolution #11-02-041 which is a Joint Resolution of the Cities of Andover, Anoka and Ramsey, Requesting Anoka County to Consider a Study of Roadway Design Options to Optimize business Opportunities while Maintaining Reasonable Traffic Safety Standards
10. Report from Finance Committee of 1-25-11
 - 1) Appointment of a Chair and Vice Chair of the Finance Committee: Council confirmed the recommendation to select Councilmember Elvig as Chair and Councilmember Backous as Vice Chair of the Finance Committee.
11. Report from Public Works
 - 1) Election of Officers: *Council voted to confirm Election of Councilmember McGlone as Chairperson and Councilmember Elvig as Vice-Chairperson for the Public Works Committee.*

- 2) Review Annual Snow Activities: *Staff was directed at the PW to draft a sidewalk maintenance policy and bring it back for discussion in April. Council ratified such action.*
- 3) Proposal to Retrofit Lighting at Public Works Campus - *Staff was directed to get quotes on LED lighting and bring back to Public Works. Council ratified that action.*
- 4) Consider Request to Purchase a Drainage and Utility Easement at 7319 - 162nd Lane NW ó *Upon recommendation of the PW Committee - City Council denied acquisition of the easement, subject to the City Attorney's opinion.*
- 5) Consider Plan for Potential Soil Import to the COR - *City Council ratified the recommendation of the PW Committee and voted to acquire the drainage and utility easement across the property located at 17331 Chameleon Street in the amount of \$1500 and directed staff to conduct the necessary field surveys to prepare the easement legal descriptions.*
- 6) Consider Change Order of IP #08-34 ó 151st Avenue, 152nd Avenue and Fluorine Street ó *This case was brought to the Council at their regular meeting of 1/25/2011.*
- 7) Consider Priority Street Lighting along County Road #116 (Bunker Lake Boulevard) ó *The motion of the PW Committee was to recommend that City Council approve installation of priority street lights at Bunker Lake Boulevard north of The COR and Bunker Lake Boulevard and Zeolite Street. Consensus was to wait until the ground thaws for installation. Staff requested revised proposals from Connexus based upon this direction and is anticipating a spring installation if ratified by Council. Council ratified this action.*
- 8) Review of Potential Pond Cleaning Project near 155th Lane NW and Armstrong Boulevard ó *At the Committee level, staff was directed to instruct the resident on the City's petition process for public improvements, and have them perform the leg work to see if there is consensus in the neighborhood on the need for such a project. No action by Council is necessary.*
- 9) Consider Minnesota Department Health (MDH) Grant for Wellhead Protection Implementation ó *This case was brought to the Council at their regular meeting of 1/25/2011.*
- 10) Consider Offer to Purchase a Drainage & Utility Easement for the Chameleon Street NW Paving Project ó *Council ratified the recommendation of the Public Works Committee to acquire the drainage and utility easement across the property located at 17331 Chameleon Street in the amount of \$1,500 and have staff conduct the necessary field surveys to prepare the easement legal descriptions.*
- 11) Consider Request for the Installation of a 4-Way Stop at the Intersection of Armstrong Boulevard and Alpine Drive ó *Based upon discussions and taking into account the planned Armstrong/Bunker improvement project, the Committee motioned to recommend to the Council that staff work with Anoka County to consider options to enhance the safety of Armstrong Boulevard and Alpine Drive intersection during the trial construction component of the project – Council ratified that recommendation.*

- 12) Consider Award of a Contract for Engineering Services to Perform the City's required annual Bridget Inspections and Reporting *ó This case was brought to the Council at their regular meeting of 1/25/2011.*

Councilmember Tossey drew attention to item number 8.1, noting that every department in the City came in under budget.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Wise, Jeffrey, Backous, Elvig, McGlone, and Tossey. Voting No: None.

6. PUBLIC HEARING

6.01: Public Hearing to Introduce Ordinance for Sale of City Owned Property in Auditor's Subdivision Number 27; Case of City of Ramsey and Cross of Hope Lutheran Church

Mayor Ramsey closed the regular portion of the City Council meeting at 7:26 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Ramsey called the public hearing to order at 7:26 p.m.

Presentation

Associate Planner Gladhill reviewed the staff report.

Citizen Input

Robert Longfield stated the church wanted to come through his property with the road years ago. He is on the south side of the property and asked if that is still under consideration.

Associate Planner Gladhill explained the expansion is largely on the parcel to the east. There were comments by the County in the past relating to property on the south side. The City looked at that, and it is dependent if that area would still develop.

Mr. Longfield said the City did have meetings with the developer to take his property for that road. He noted if it is still under consideration, he would like to be assured that it will also be considered that his 80 acres would have to have two accesses.

Associate Planner Gladhill said if the area to the south develops, there are standards to follow. This could be an option, but there is no active development proposal.

Discussion took place regarding a possible second access on the north of the property rather than coming through Mr. Longfield's property.

Associate Planner Gladhill suggested the City hold a discussion with the church.

City Engineer Himmer stated they are platting both pieces together, but there is a piece left as an outlot. This could spur discussion, which would be included as this item proceeds.

Councilmember Elvig inquired what the process is to add onto a cemetery.

Associate Planner Gladhill explained there is a process to expand that area, which includes platting and survey work.

Councilmember Elvig suggested if anything comes about to expand that cemetery property, the City will want to keep an eye out for access.

Motion by Councilmember Jeffrey, seconded by Councilmember Wise, to close the public hearing.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Jeffrey, Wise, Backous, Elvig, McGlone, and Tossey. Voting No: None.

The public hearing was closed at 7:38 p.m.

Council Business

Mayor Ramsey called the regular City Council meeting back to order at 7:38 p.m.

Motion by Councilmember Elvig, seconded by Councilmember Wise, to introduce an ordinance authorizing the sale of property legally described on attached Exhibit A, contingent upon recording of Cross of Hope Addition plat AND to authorize the Mayor and City Administrator to execute a Quit Claim Deed releasing the permanent City easement to Cross of Hope Lutheran Church upon recording of the Cross of Hope Addition plat, which plat shall dedicate the requisite right of way for 179th Lane NW, contingent upon concurrence with any impacted utilities, if applicable.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Wise, Backous, Jeffrey, McGlone, and Tossey. Voting No: None.

7. COUNCIL BUSINESS

7.01: Adopt Ordinance to Amend Section 117-111 (R-1 Residential District) of the Ramsey Zoning Code Relating to Rear Yard Setbacks in the R-1 MUSA District

Associate Planner Gladhill reviewed the staff report.

Councilmember Wise commented this is not an ideal situation, but it is a good fix.

Motion by Councilmember Wise, seconded by Councilmember Elvig, to move to waive the reading of the ordinance per City Charter and adopt Ordinance #11-01 amending Chapter 117-

111 of the City's Zoning Code to provide a reduced rear yard setback of twenty (20) feet for lots whose rear property line entirely adjoins land zoned as Park.

A roll call vote was performed by the Recording Secretary:

Councilmember Backous	aye
Councilmember Elvig	aye
Councilmember Jeffrey	aye
Councilmember McGlone	nay
Councilmember Tossey	aye
Councilmember Wise	aye
Mayor Ramsey	aye

Motion carried.

7.02: Consider Award of Contract for City Project 10-24; Wetland 656 Outlet

City Engineer Himmer reviewed the staff report.

Councilmember Elvig said there was question of how many culverts are actually needed. He asked if it was a culvert issue or if it is silted in.

City Engineer Himmer said the culverts had been mapped out and will be cleaned.

Motion by Councilmember Elvig, seconded by Councilmember Jeffrey, to award a contract to Dry Excavating in the amount of \$28,026 for City project 10-24; wetland 656W outlet.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Jeffrey, Backous, McGlone, Tossey, and Wise. Voting No: None.

7.03: Consider Request to Purchase a Drainage and Utility Easement at 7319 162nd Lane NW

City Engineer Himmer reviewed the staff report and read a letter from residents Terrance and Betty Belschner regarding their easement application.

City Attorney Goodrich explained this was a standard offer for acceptance that was referenced in the letter; however, the offer was never signed and the term is incomplete. The City did not sign this paper on the bottom, nor did the Council approve it. Therefore, this is not a binding offer and the courts would say that too much time has passed.

Councilmember Wise clarified if the question is the dollar amount, or whether they can still be paid for their easement.

City Engineer Himmer answered it is not about the dollar amount. The offer was made in the past, and the offer said to contact the City when they are ready.

Councilmember Wise stated the City doesn't have an obligation legally, but he feels it is the right thing to honor the offer.

Mayor Ramsey asked if the City needed the easement.

City Engineer Himmer stated the easement is not needed.

Councilmember Tossey questioned how many other properties have not responded to the letter the City sent in the past.

City Engineer Himmer responded that 14 out of the 25 properties have not responded. The payment was \$1,500 in 2005-2006.

Mayor Ramsey explained this was an attempt to discover any owners that may have been interested at the time in selling if there was a corridor.

Councilmember Backous added the offer was made for the hardship it would cause. After a five-year period, the hardship is gone.

Motion by Mayor Ramsey, seconded by Councilmember Backous, to ratify the Public Works Committee recommendation, and not purchase the ditch easement on the property located at 7319 162nd Lane NW.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Backous, Elvig, Jeffrey, McGlone, Tossey, and Wise. Voting No: None.

7.04: Consider a Resolution to Reorganize the Community Development Department

Deputy City Administrator Nelson reviewed the staff report. She noted the planning consulting services can be used as needed, resulting in savings to the City. She suggested an RFP be sent out as soon as possible.

Councilmember McGlone asked why the RFP needed to be sent now.

Deputy City Administrator Nelson explained there are a number of items coming forward regarding code amendments. Those processes can take up to two to three months.

Councilmember Tossey asked whether the Management Intern position would be a paid position.

Deputy City Administrator Nelson responded it is part of the 2011 budget at \$11/hour from the General Fund.

Councilmember Tossey asked what the pay raises would be.

Deputy City Administrator Nelson answered it is zero percent for 2012.

Councilmember Tossey stated he will oppose the recommendation.

Motion by Mayor Ramsey, seconded by Councilmember Jeffrey, to approve Resolution #11-02-042 to reorganize the Community Development Department.

Further discussion: Councilmember Elvig stated the position as a planner is important. The main reason the City is making the adjustment is because there is not much development going on; however, this is a fairly sharp move around the talent the staff has. He noted the City has a planner that is working well in The COR and as the City starts to grow, he thinks it is an important position and that the position has to take ownership. Councilmember Elvig felt it was a visionary type of position, which requires some history. Councilmember Jeffrey agreed and added that continuity is key in planning and engineering. He encouraged staff to have good documentation and processes so the continuity is not lost. Councilmember McGlone commented the City is doing this because it is necessary and the net result will be better.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Jeffrey, Backous, Elvig, McGlone, and Wise. Voting No: Councilmember Tossey.

7.05: Approve Officer Certification, Release of Land from and Amendment to Ground Lease and Lease Agreement for Ramsey Municipal Center

Deputy City Administrator Nelson reviewed the staff report.

Councilmember Elvig asked if the plat includes all that was discussed prior in regard to the old town hall.

Deputy City Administrator Nelson answered it includes everything to the north of Civic Center Drive.

Motion by Councilmember Elvig, seconded by Councilmember Wise, to approve the Officers Certification, the Resolution #11-02-043 approving the Release of Land from and Amendment to the Ground Lease Agreement and the Release of Land from and Amendment to the Lease Agreement for the Ramsey Municipal Center.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Wise, Backous, Jeffrey, McGlone, and Tossey. Voting No: None.

8. MAYOR, COUNCIL AND STAFF INPUT

1) Environmental and Business Expo

Councilmember Backous stated the Expo is April 30, 2011. The keynote speaker is Lonnie Dupre, mountain climber, who made a solo attempt to climb Mt. McKinley.

2) Open House – Armstrong Interchange

Councilmember Wise stated the Open House will be held on February 24, 2011, from 4:00 to 6:00 p.m. in the Alexandria Room of City Hall. Public input is sought on the interchange at Armstrong Boulevard and Highway 10. Staff will have drawings of the proposed interchange, and County Engineers will be present for questions.

3) **Boards and Commissions**

Mayor Ramsey reminded that the City is still seeking applications for people to serve on boards and commissions.

4) **Mayor's Town Hall Meeting**

Mayor Ramsey noted the next Mayor's Town Hall meeting is February 17, 2011, at 7:00 p.m. in the Itasca Room. Senator John Bower will be present.

5) **Flower Arrangement**

Deputy City Administrator Nelson requested permission to send flower arrangements for Matt Look's father-in-law who passed away recently, and for Police Chief Way's mother who is in hospice. The request deviates from standard practices. The Council unanimously agreed to send flower arrangements to both individuals.

9. **ADJOURNMENT**

Motion by Councilmember Elvig, seconded by Councilmember Wise, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:18 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Chris Moksnes
TimeSaver Off Site Secretarial, Inc.