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

The Ramsey City Council conducted a regular meeting on Tuesday, January 10, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Deputy City Administrator Heidi A. Nelson  
Fire Chief Dean Kapler  
Public Works Director Brian Olson  
City Engineer Tim Himmer  
Senior Planner Timothy Gladhill  
IT Manager Dean Busch  
Planning Intern Patrick Brama  
City Attorney William Goodrich

**1. CALL TO ORDER**

Mayor Ramsey called the regular meeting of the Ramsey City Council to order at 7:05 p.m., and led in the Pledge of Allegiance.

**2. PRESENTATION**

**2.01: Update on Nowthen Policing**

Police Chief Jim Way reported that the City of Nowthen has a two-year contract for police services with the Sheriff's Department so Ramsey will not be supplementing that service.

**3. CITIZEN INPUT**

Elk River High School students attending as part of their government class introduced themselves.

#### 4. CONSENT AGENDA

Motion by Councilmember McGlone seconded by Councilmember Wise, to approve the following items on the Consent Agenda as revise to remove Item 4:10:

- 4:01 Receive Cash and Investments for Period Ending December 31, 2011
- 4:02 Receive November 2011 Financial Reports – General Fund and Enterprise Funds
- 4:03 Receive 2011 Building Division Month End Reports: October and November
- 4:04 Note the following Commission and Board Meeting Minutes:
  - 1) Environment Policy Board meeting minutes dated October 3, 2011
  - 2) Environment Policy Board meeting minutes dated November 7, 2011
  - 3) Board of Adjustment meeting minutes dated October 6, 2011
  - 4) Planning Commission meeting minutes dated October 6, 2011
  - 5) Planning Commission meeting minutes dated November 3, 2011
  - 6) Economic Development Authority meeting minutes dated October 13, 2011
- 4:05 Approve the following Council Meeting Minutes:
  - 1) City Council Work Session, November 22, 2011
  - 2) City Council Work Session, December 6, 2011
  - 3) City Council Work Session, December 13, 2011
  - 4) City Council Regular Session, December 13, 2011
- 4:06 Approve Attached License Applications for 2012
- 4:07 Approval from Exemption for a Gambling License for Minnesota Waterfowl Association – Rum River Chapter
- 4:08 Approve License Agreement for Pictometry Aerial Imagery Web Access
- 4:09 Authorize Response to City of Anoka Comprehensive Plan Amendment
- ~~4:10 Consider Award of Contract for Comprehensive Utility Plan Updates and Associated Rate Studies~~—This item was removed from the Consent Agenda and considered as Item 7:09.
- 4:11 Authorize Response to City of Andover Comprehensive Plan
- 4:12 Adopt Resolution #12-01-001 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 8, 2011, through December 22, 2011
- 4:13 Adopt Resolution #12-01-002 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 23, 2011, through January 4, 2012
- 4:14 Adopt Resolution #12-01-003 Approving the City of Ramsey’s 2013 Budget Calendar
- 4:15 Adopt Resolution #12-01-004 - Interfund Loan Agreement for TIF District #2 (Funding for Northstar Rail Station)
- 4:16 Adopt Resolution #12-01-005 to Enter into a Residential Recycling Program Agreement to Receive SCORE Funds for 2012
- 4:17 Adopt Resolution #12-01-006 Requesting Funding from the Minnesota Department of Transportation (MnDOT) for Improvements Associated with the Armstrong Boulevard/Trunk Highway 10 Interchange
- 4:18 Report from Public Works Meeting dated December 13, 2011:
  - 1) Discuss Septic System Repair Policy – *This item is being presented as a separate case at tonight’s meeting.*

- 2) Consider Requirements for Information that must be included on Certificates of Survey – *Ratify the recommendation of the Public Works Committee and direct staff to establish requirements for information that must be included on Certificates of Survey and to delay implementation until the City Council has reached a decision regarding building/development fees.*
- 3) Update on the Feasibility Study to Realign Sunwood Drive NW at Armstrong Boulevard – *No action necessary. This is for informational purposes only.*

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

## **5. APPROVE AGENDA**

Motion by Councilmember Backous, seconded by Councilmember Elvig, to approve the agenda as revised to consider Item 7:08 prior to Item 7.01.

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

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7:08: Discuss Mayor's Recommendations of Desirable Changes and Improvements**

Mayor Ramsey presented his recommendation, based on City Charter authority given to the Mayor, and his study during his three year tenure and two years prior to election, to eliminate the Deputy City Administrator position, terminate the contract with the current City Administrator or accept his resignation, and appoint the current Deputy City Administrator as City Administrator with a six-month probationary period. He stated this recommendation is being made to address next year's budget shortfall of \$1.5 million with the City Hall debt load without greatly increasing resident's taxes. He invited the public to address the Council.

Chris Riley, 15120 Ute Street NW, spoke against the Mayor's recommendation and the City Administrator's alternate recommendation.

Councilmember Strommen read an e-mail from Ralph Brauer against the Mayor's recommendation.

David Jeffrey, 5592 154<sup>th</sup> Lane NW, spoke against the Mayor's recommendation.

Mark Uglem, Champlin Mayor, spoke against the Mayor's recommendation.

Mary Jo Olson, 8260 159<sup>th</sup> Lane NW, suggested the Council revisit the study of staff positions from five years ago.

Susan Anderson, 15840 Juniper Ridge Drive NW, spoke against the Mayor's recommendation.

The Council discussed the Mayor's recommendation and stated their position, for or against.

Councilmembers Elvig, Backous, and Strommen stated their intention to vote against the Mayor's recommendation and support of a process that identified the budget gap, the objective, the goal, and how to accomplish that objective including pros and cons.

Motion by Councilmember Elvig to table consideration. Motion failed for lack of a second.

Motion by Councilmember McGlone, seconded by Councilmember Wise, to eliminate the Deputy City Administrator position, terminate the contract with the current City Administrator or accept his resignation, and appoint the current Deputy City Administrator as City Administrator with a six-month probationary period.

The Council debated the motion.

Councilmember Tossey stated his intention to oppose the motion; however, if the Council did not have an alternate plan in mind, he would then support the Mayor's recommendation.

Councilmember Wise offered a friendly amendment to approve the City Administrator's alternate recommendation as a starting point to take immediate steps. Mayor Ramsey declared this amendment was not appropriate because it changed the outcome of the motion.

Motion failed. Voting Yes: Mayor Ramsey, Councilmembers McGlone and Wise. Voting No: Councilmembers Backous, Elvig, Strommen, and Tossey.

City Administrator Ulrich recommended the Council give staff the target and assured the Council he would get the job done or the Council could again consider terminating his contract.

The Council discussed next steps and consensus was reached that budget cuts would be discussed at the strategic planning session. It was indicated that cuts would be considered in all areas, including Public Safety.

#### **7.01: 2012 Council Organization**

Motion by Mayor Ramsey, seconded by Councilmember Elvig, to adopt Resolution #12-01-007 for 2012 Council organization as revised to appoint Randy Backous to the Public Works Committee in place of Jeff Wise and to appoint Jeff Wise as the alternate, and to appoint Sarah Strommen to the Lower Rum River Water Management Organization in place of Randy Backous; Resolution #12-01-008 designating financial institutions as official depositories of City funds for 2012; Resolution #12-01-009 designating Village Bank as official financial institution

for the City of Ramsey banking services for the year 2012; and, Resolution #12-01-010 authorizing signatures for financial transactions.

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

**7.02: Municipal Center Advertising Monitors and Display Areas Policy**

Planning Intern Brama reviewed the staff report.

Motion by Councilmember Elvig, seconded by Mayor Ramsey, to adopt the proposed Municipal Center Advertising Monitors and Display Areas Policy.

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

**7.03: Consider Revisions to the City's Septic System Repair Policy**

City Engineer Himmer reviewed the staff report and recommendation that the City Council adopt the revised Septic System Repair Policy, contingent upon City Attorney review.

The Council indicated it was supportive of the program and discussed the type of documentation that would be required to prove the homeowner had exhausted all resources and was not financially able to undertake the sewer repair. Support was expressed for language to specifically address this issue to avoid a subjective judgment. It was noted the funding would be secured by the property so there was no risk to public dollars.

City Attorney Goodrich indicated staff would contact Anoka County to determine whether it had a similar program that contained income limitations and/or financial hardship language.

Motion by Mayor Ramsey, seconded by Councilmember Elvig, to adopt the revised Septic System Repair Policy, contingent upon City Attorney review.

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

**7.04: Consider Use of the City's Septic System Repair Policy to Replace a Failing On-Site Septic System at 14760 Bowers Drive NW**

City Engineer Himmer reviewed the staff report.

The Council discussed the request and agreed it needed to be addressed quickly since sewer effluent was at ground surface and the property abutted the Mississippi River.

Motion by Mayor Ramsey, seconded by Councilmember Elvig, to approve the use of the Septic System Repair Policy to repair the failing on-site septic system at 14760 Bowers Drive NW.

Further discussion: The Council acknowledged that other Code violations exist including nonfunctioning plumbing that had to be addressed along with the septic repair. It was noted that if approved, staff would obtain septic repair quotes, which were estimated at \$10,000. The additional plumbing corrections were estimated at \$2,000.

Amendment motion by Mayor Ramsey, seconded by Councilmember Wise, that approval was conditioned on the Building Official gaining access to inspect the interior of the home to ascertain the condition of the interior plumbing.

Further discussion: Sandra Dickson, 14760 Bowers Drive, clarified that the kitchen sink does not work but all bathroom plumbing is in working order. She indicated she would allow the Building Official to enter her house.

Amendment motion carried. Voting Yes: Mayor Ramsey, Councilmembers Wise, Elvig, Backous, McGlone, Strommen, and Tossey. Voting No: None.

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

**7.05: Adopt Ordinance No. XX to Vacate a Portion of Right-of-Way and Drainage and Utility Easement Adjacent to and on 14241 Fluorine Street NW; Case of City of Ramsey**

Senior Planner Gladhill reviewed the staff report.

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #12-01 Vacating a Portion of Platted Right-of-Way and a Portion of Easements for Drainage and Utility Purposes in the City of Ramsey, Anoka County, Minnesota, contingent upon the property owner of 14241 Fluorine Street NW dedicating and executing a trail easement related to the trail encroachment.

Councilmember Tossey	aye
Councilmember Backous	aye
Councilmember Wise	aye
Councilmember McGlone	aye
Councilmember Strommen	aye
Councilmember Elvig	aye
Mayor Ramsey	aye

Motion carried.

**7.06: Authorize Application for Metropolitan Council Transit Oriented Development (TOD) Grant**

Senior Planner Gladhill reviewed the staff report.

The Council and staff discussed prioritization of projects.

Motion by Mayor Ramsey, seconded by Councilmember Elvig, to authorize staff to submit an application for the Metropolitan Council's TOD Grant with projects prioritized as follows: Sunwood Drive, Center Street, and the pedestrian crossing over Highway 10.

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

**7.07: Spirit / Nextel Explanation of Monthly Billing**

Councilmember McGlone stated he was satisfied with the information provided by staff.

**7.08: Discuss Mayor's Recommendations of Desirable Changes and Improvements**

This item was considered prior to Case 7:01.

**7.09: Consider Award of Contract for Comprehensive Utility Plan Updates and Associated Rate Studies**

The Council discussed whether the Public Works Committee should review and make recommendation on this item prior to Council consideration.

Public Works Director Olson indicated that the Public Works Committee and Council would be heavily involved. He explained that Landform had withdrawn its bid but staff recommends Landform be hired, at a not-to-exceed cost of \$1,000 per month, so Bob Schunick can attend meetings when this item is discussed to assure The COR is protected.

City Administrator Ulrich confirmed the bid was extremely low by a recognized firm that would like to get the City's businesses. In addition, the firm would produce the product the City desired within its short timeline.

Motion by Councilmember McGlone to refer the contract to the Public Works Committee.

Further discussion: City Engineer Himmer reviewed the November 15, 2011, Public Works Committee minutes during which direction was given for staff to solicit RFPs and agreement reached that the Committee did not need to review the RFP.

Councilmember McGlone withdrew his motion.

Motion by Councilmember McGlone, seconded by Councilmember Elvig, to award contract to Bolton and Menk, Inc., in an amount not to exceed \$28,000 to complete comprehensive Utility Plan updates and associated rate studies and a contract with Landform in an amount not to exceed \$1,000 per month to attend meetings during which the Study is discussed.

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

**8. MAYOR, COUNCIL AND STAFF INPUT**

Following discussion of availability, Council consensus was reached to schedule the strategic meeting on January 23, noon to 8 p.m. with the focus on the budget/staff efficiencies.

City Administrator Ulrich announced upcoming meetings and provided updates on pending projects. It was announced that the City was successful in receiving a Cooperative Agreement Grant of \$702,000 for the Riverdale Drive project.

**9. ADJOURNMENT**

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

Motion carried.

The regular meeting of the City Council adjourned at 9:24 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Jo Ann M. Thieling  
City Clerk

Drafted by Carla Wirth  
*TimeSaver Off Site Secretarial, Inc.*