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

The Ramsey City Council conducted a Special Session meeting on Tuesday, October 16, 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
Finance Director Diana Lund
Public Works Superintendent Grant Riemer
Development Services Manager Timothy Gladhill
Assistant Planner/Environmental Coordinator Chris Anderson
City Attorney William Goodrich
Development Manager Darren Lazan
Interim Engineer Shane Nelson

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. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Mayor Ramsey, seconded by Councilmember Strommen, to approve the agenda as revised to remove Case 4.02.

Further discussion: In response to the Council's questions relating to removal of Case 4.02, City Administrator Ulrich explained it is an HRA as well as City Council item and staff's request to

consider it during the HRA meeting had to do with availability of the consultants to address both items.

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

4. COUNCIL BUSINESS

4.01: Request for Site Plan and Conditional Use Permit Approval for Motor Fuel Sales and Car Wash for a SuperAmerica Located in the COR TWO Subdivision; Case of West Real Estate and Management, Inc.

Assistant Planner/Environmental Coordinator Anderson reviewed the staff report and recommendation of the Planning Commission for approval.

Motion by Councilmember Tossey, seconded by Mayor Ramsey, to adopt Resolution #12-10-154A adopting Findings of Fact #0907 favorable to the applicant and to adopt Resolution #12-10-154B approving the request for a Conditional Use Permit for motor fuel sales and an accessory car wash, contingent upon the completion of certain updates to the Design Framework and compliance with the Staff Review File dated September 28, 2012, revised October 12, 2012, and to approve the proposed site plan, contingent upon the completion of certain updates to the Design Framework and compliance with the Staff Review File dated September 28, 2012, revised October 12, 2012.

Further Discussion: The Council noted it had raised questions relating to the color of the canopy fascia, suggesting it be more color neutral, and the use of a standing seam roof. Assistant Planner/Environmental Coordinator Anderson clarified Amcon has indicated they would use a metal coated stone shingle instead of a standing seam roof due to snow and ice concerns. With regard to the color of the canopy fascia, Development Services Manager Gladhill indicated it could be included as a condition of approval. Development Manager Lazan explained there is no Code requirement relating to the color of the canopy but he can address that issue at his meeting with the developer to finalize this application. Gary Gabrielson, Pine Creek Associates representing KONA Properties, real estate broker for Amcon and SuperAmerica, stated this answer is out of his preveue; however, SuperAmerica has done a great deal of research on signage and how it is presented in the marketplace so he assumes they would not want to change signage image or the canopy.

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

4.02: Comparison of Final Pro-Forma and Current Draw Schedule in Regard to The Residence at The COR

This item was removed from the agenda upon adoption.

4.03: Approve Additional Services – Sunwood Drive Construction Administration

Development Manager Lazan reviewed the staff report.

Interim Engineer Nelson stated his recommendation that Landform continue to be involved through completion of this project.

Motion by Mayor Ramsey, seconded by Councilmember McGlone, to approve the modification to Landform's contract number RAM 12019 revising the maximum fee from \$15,000 to \$30,000 to cover projected efforts, as needed, through completion of the project.

Further Discussion: The Council discussed the work conducted by Landform under this contract to participate in weekly meetings, provide clarification on engineering drawings, and help with problem solving. Interim Engineer Nelson stated he does not anticipate a change order from WSB. The Council expressed concern that the modification request, if approved, would double the initial contract amount. Mayor Ramsey clarified the full \$15,000 may not be needed and his motion was that the increase be used as needed. Development Manager Lazan explained the City had asked Landform to react based on demands of the contractor and to anticipate \$15,000. It was not a "not-to-exceed" contract. He noted Landform does not control the scope and with this complicated project there have been far more answers and field solutions than anticipated by the former City Engineer. The Council determined it did not have enough information to make this decision and asked staff to provide a spreadsheet showing a running total of expenses, change orders to date, anticipated change orders, hours spent to date, and overall project scope as a whole. City Administrator Ulrich stated staff will bring forward that detail to the next meeting and asked if the Council would entertain approving an incremental increase of \$5,000 so Landform will remain engaged. Councilmember Strommen stated it is frustrating to be asked to take action at the "eleventh hour" without having the needed information and questioned whose responsibility it is to gauge when a contract is nearing its end and needs to be presented to the Council for extension. City Administrator Ulrich explained it is not unusual for this type of work, with an estimated amount, to reach that maximum and to have to request an additional amount. He stated Landform's contract is slightly over the maximum estimated and he should have notified the City it was nearing the maximum, so Landform would have to "eat" that amount for not bringing forward the extension request prior to exceeding that amount.

Mayor Ramsey withdrew his motion and Councilmember McGlone withdrew his second to the motion.

Motion by Mayor Ramsey, seconded by Councilmember Tossey, to postpone consideration of modification to Landform's contract number RAM 12019 to October 23, 2012.

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

4.04: Review Utility Building / Historic Town Hall Relocation Project

City Administrator Ulrich reviewed the staff report and recommended location for the utility building on the south side without a vault.

Chris Rasmussen, Kimley-Horn, provided an update on how this building could be relocated and the determination that the building would have to be 2-4 feet lower than anticipated, requiring additional water proofing. Ms. Rasmussen described the location of existing utilities and the need to shore the north and south side of the building structure. Due to the challenges of this relocation and construction, the building is proposed to be located on the south side of the site. She displayed an artist rendition of the boiler plant with an arched roof to match the train station.

City Administrator Ulrich stated the land was purchased through RALF so an easement will be needed from the Metropolitan Council. He noted this project is well within the budget and this proposal is lower in cost than the original proposal.

Motion by Councilmember Elvig, seconded by Mayor Ramsey, to authorize staff to move the building to the south side of the tracks.

Further Discussion: The Council discussed the proposed location and asked questions of staff. Ms. Rasmussen stated she will confirm that the proposed building location and area of refuge will not conflict with the future realignment of Highway 10. She reviewed the location of utilities and stated a contractor had estimated the cost to locate the building on the north side would be greater than \$500,000, a significant increase due to timing of the year, location of utilities supply and return, potential need for directional boring, and a pump for the sanitary sewer and storm sewer if going below grade building. City Administrator Ulrich noted there is a detailed landscaping plan to assure appropriate screening and on the north side the City is not precluded from pursuing a building addition for a library kiosk, restrooms, trailhead, coffee shop, or other potential uses.

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

5. MAYOR / COUNCIL / STAFF INPUT

Councilmember McGlone reported on his conversation with Allen Young of Mid-America (property manager for Coborn's) who indicated they are thrilled with the project.

Councilmember Wise reported that several ATVs were ticketed for speeding and it was then determined the ATVs were stolen.

City Administrator Ulrich announced the train station ribbon cutting ceremony on November 8, 2012, and regular train service starting on November 14, 2012.

Development Services Manager Gladhill reported there is an opening on the Metropolitan Council Transportation Advisory Board (TAB) with applications closing on November 9, 2012.

6. ADJOURNMENT

Motion by Commissioner Wise, seconded by Commissioner Elvig, to adjourn the Special City Council Meeting.

Motion carried.

The Special City Council Meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.