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

The Ramsey City Council conducted a regular meeting on Tuesday, September 11, 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  
Fire Chief Dean Kapler  
Police Chief James Way  
Public Works Superintendent Grant Riemer  
Human Resources Manager Colleen Lasher  
City Clerk Jo Ann Thieling  
Development Services Manager Timothy Gladhill  
Management Analyst Patrick Brama  
City Attorney William Goodrich  
Development Manager Daren 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. PRESENTATION**

To accommodate the Fire Chief's schedule, Mayor Ramsey reordered the agenda to first consider Item 2:02.

**2.02: Presentation / Recognition by Fire Chief Kapler to Fire Fighters Jackie Edwards and Tim Flickinger**

Fire Chief Kapler introduced Probationary Fire Fighters Jackie Edwards and Tim Flickinger and recommended both be released from probation and begin service as unrestricted Fire Fighters.

Mayor Ramsey presented Fire Fighter Edwards and Fire Fighter Flickinger with their pin and stated his appreciation to both for the service they will provide to the City of Ramsey

**2.01: Presentation / Recognition by Police Chief Way to Retiring Patrol Officer James Singewald**

Mayor Ramsey described the 26.6 years of service by Patrol Officer James Singewald.

Patrol Officer Singewald thanked his wife, son, friends, fellow officers, and City for their support. He encouraged fellow officers to maintain being safe, for going home to their families each night, and successfully reaching retirement.

Mayor Ramsey introduced his nephew and thanked Officer Singewald for saving his life a couple years ago.

**2.02: Presentation / Recognition by Fire Chief Kapler to Fire Fighters Jackie Edwards and Tim Flickinger**

This item was considered prior to Item 2.01.

**2.03: Resolution Proclaiming September 17 – 23, 2012, as Constitution Week**

Mayor Ramsey read in full a resolution proclaiming September 17-23, 2012, as Constitution Week. It was acknowledged that the signed proclamation will be mailed to the Daughters of the American Revolution.

**3. CITIZEN INPUT**

None.

**4. CONSENT AGENDA**

Motion by Councilmember Wise, seconded by Councilmember Backous, to approve the following items on the Consent Agenda as revised to remove Item 4:03:

4.01: Approval for Exemption for a Gambling License for the Knights of Columbus Council #14984 to Conduct Bingo at the Church of St. Katharine Drexel on November 3, 2012, January 26, 2013, and April 20, 2013

4.02: Approve License Applications;

Temporary Liquor

Church of St. Katharine Drexel, 7101 – 143<sup>rd</sup> Avenue NW, Suite G, Ramsey, MN 55303

Special Events

Northern Lights Church / United Methodist Church of Anoka

830 South Street / 6701 Highway #10 NW  
Anoka, MN 55303 / Ramsey, MN 55303

Solicitor

LePage and Sons, 3118 – 162<sup>nd</sup> Lane NW, Suite B, Andover, MN 55304

- ~~4.03: Consider Extension to Site Plan Approval for Legacy Christian Academy; Case of Hageman Holdings, LLC~~ This item was removed from the agenda upon adoption.
- 4.04: Adopt Resolution #12-09-129 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 24, 2012 through September 6, 2012
- 4.05: Adopt Resolution #12-09-130 Proclaiming September 17-23, 2012, as Constitution Week
- 4.06: Adopt Resolution #12-09-131 Declaring Costs to be Assessed and Calling for a Public Hearing on Proposed Assessment for Past-Due Charges on Municipal Utility Bills (which may include water, sewer, street lighting, recycling, storm water charges, and penalties incurred) and Current Services Rendered
- 4.07: Report from the Personnel Committee Meeting dated August 28, 2012:
- 1) Consider a Resolution Ending the Probation of Paid-On-Call Firefighters – *Ratify the recommendation of the Personnel Committee to adopt Resolution #12-09-132, removing Jackie Edwards and Timothy Flickinger from probation and retain them as paid on-call firefighters.*
  - 2) Consider a Resolution to Enter Into a Memorandum of Understanding (M.O.U.) with AFSCME – *Ratify the recommendation of the Personnel Committee to adopt Resolution #12-09-133, authorizing the Memorandum of Understanding (M.O.U.) in order to meet the coverage requirements and other responsibilities associated with the care and oversight of the Municipal Center until the full-time Building Maintenance Worker returns from his medical leave.*

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

## **5. APPROVE AGENDA**

Motion by Councilmember Elvig, seconded by Councilmember Wise, to approve the agenda as revised to add Case 7.06: Report from Personnel Committee to take action on the IT case presented earlier this evening.

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

## **6. PUBLIC HEARING**

- None.

**7. COUNCIL BUSINESS**

**7.01: Request for Special Events Permit for Live Music at 9536 Highway #10 NW, Ramsey**

Police Chief Way reviewed the staff report and answered questions of the Council.

The Council discussed the special events permit request and expressed a willingness to consider contingent approval.

Motion by Councilmember Wise, seconded by Mayor Ramsey, to approve the Special Events Permit request of Mr. Chris Berry at 9539 Highway #10 NW, and to approve allowing the bands to play until midnight with the sound volume turned down at 11 p.m., contingent on the applicant working with staff to resolve all issues, conformance to City’s rules that would apply to any special event, and payment of escrow to cover the cost of a police officer.

Further discussion: In response to questions of the Council, Police Chief Way displayed a map of the subject site and identified the one entrance point on Highway 10 and locations for parking. The Council further discussed the outstanding issues that remained to be resolved prior to the event taking place. It was noted that a police officer will be at the event, which alleviates some concern related to safety. The Council agreed that the applicant will need to provide the City with a certificate of insurance or hold harmless statement. The Council authorized staff to not grant the Special Events Permit if all requirements are not met. The public was encouraged to time Special Events Permit application to assure the City has adequate time to process the applicant and vet all issues.

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

**7.02: Adopt an Ordinance to Amend City Code Chapter 6 – Alcoholic Beverages, Article I, Section 6-4, Consumption in Public Places**

Police Chief Way reviewed the staff report.

Motion by Mayor Ramsey, seconded by Councilmember Wise, to waive the requirement of the City Charter to read the Ordinance aloud and adopt Ordinance #12-15 providing for adoption of an Ordinance to Amend City Code Chapter 6 – Alcoholic Beverages, Article I, Section 6-4 consumption in Public Places.

A roll call vote was performed by the Recording Secretary:

Councilmember McGlone	aye
Councilmember Tossey	aye
Councilmember Strommen	aye
Councilmember Wise	aye
Councilmember Backous	aye

Councilmember Elvig            aye  
Mayor Ramsey                    aye

Motion carried.

**7.03: Adopt Resolution Approving Proposed 2013 EDA Levy**

EDA Chair Chris Riley presented the EDA recommendation that its levy remain the same as 2012, a zero increase. This recommendation is based on fact that in the prior two years, its levy was decreased 42% and the EDA had spent down 50% of the fund balance in 2012.

Finance Director Lund presented the 2013 EDA Levy and answered questions of the Council.

The Council discussed the EDA levy and asked questions of staff relating to job responsibilities of the staff person proposed to be hired.

City Administrator Ulrich stated the budget includes the hiring of an Economic Development Manager to focus on business prospecting, recruitment, and retention throughout Ramsey, not only in The COR.

Motion by Councilmember Wise, seconded by Councilmember Backous, to Adopt Resolution #12-09-134 Approving the Proposed Preliminary EDA Levy for Payable 2013 in the Amount of \$104,466.

Further discussion: The Council discussed the EDA levy of \$104,466, noting it would provide the same level of working capital in addition to add staffing to complete its work plan and further economic development. It was also noted that the EDA has significant fund balances and owns property worth at least \$600,000.

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

**7.04: Adopt Resolution Approving Proposed 2013 Payable Tax Levy**

Finance Director Lund presented the proposed 2013 Payable Tax Levy and answered questions of the Council.

Motion by Mayor Ramsey, seconded by Councilmember Wise, to Adopt Resolution #12-09-135 Approving the Proposed 2012, Payable 2013, Tax Levy.

Further discussion: In response to the Council's questions, Development Services Manager Gladhill stated staff used a conservative estimate in forecasting permit revenue, an average of the past few years. With regard to engineering services, City Administrator Ulrich stated the budget contains hiring a City Engineer and Engineering Technician to generate charge back revenues; however, if the City Engineer is not hired for several months, it may impact the amount that can

be gained in revenue on project review. He noted project costs will be charged back to the appropriate project and staff will prepare staffing and revenue projections.

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

#### **7.05: Review and Adopt Proposed 2013 General Fund Budget**

Finance Director Lund presented the 2013 General Fund Budget and answered questions of the Council relating to funding sources for road reconstruction projects.

The Council acknowledged that while it had already discussed the options of franchise fees, assessments, and other revenue sources, the need remained to find long-term funding for road construction because it is a long-term need.

Motion by Councilmember Wise, seconded by Councilmember Tossey, to Adopt Resolution #12-09-136 Adopting the Proposed 2013 General Fund Budget.

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

Councilmember Elvig left the Council Chambers at 8:11 p.m.

#### **7.06: Report from Personnel Committee**

Human Resources Manager Colleen Lasher presented the recommendation of the Personnel Committee from earlier this evening for the case relating to the IT position.

Motion by Councilmember Tossey, seconded by Councilmember McGlone, to Adopt Resolution #12-09-137 confirming the recommendation of the Personnel Committee to accept the IT Manager's resignation and authorize staff to rehire the previous IT Intern Jason Fredrickson as a temporary employee at \$16.25/hour; authorize a recruitment for an IT Specialist at Step 1 of the wage scale which is \$20.50 per hour; backfill the immediate higher level tasks with LOGIS at 24-hours per month or on an as-needed basis; and, utilize Support Services Captain Jeff Katers for unexpected/high priority needs.

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

Councilmember Elvig returned to the Council Chambers at 8:13 p.m.

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

City Administrator Ulrich announced upcoming meetings and events.

Following discussion, the Council reached consensus to allow staff to sell the unused bonfire wood from Happy Days and donate proceeds to Youth First.

The Council thanked staff and the Happy Days Committee for the successful event.

**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,

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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.*