

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, January 22, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen  
Councilmember Randy Backous  
Councilmember David Elvig  
Councilmember Mark Kuzma  
Councilmember John LeTourneau  
Councilmember Chris Riley  
Councilmember Jason Tossey

Also Present: City Administrator Kurtis Ulrich  
Finance Director Diana Lund  
Fire Chief Dean Kapler  
Public Works Superintendent Grant Riemer  
Development Services Manager Timothy Gladhill  
Management Analyst Patrick Brama  
Interim Engineer Shane Nelson

**1. CALL TO ORDER**

Mayor Strommen called the City Council Work Session to order at 6:19 p.m.

**2. TOPICS FOR DISCUSSION**

**2.01: Presentation by Marlene Moulton-Janssen, Director, Anoka County Library**

Marlene Moulton-Janssen, Anoka County Library Director, introduced herself and thanked Ramsey for welcoming the Library for this new concept of a Library kiosk. She described how it could be used to provide access to remote sites. It was noted that Anoka County Libraries recently received a Library Services and Technology Act (LSTA) grant in the amount of \$117,389 to expand library services to Ramsey, Andover, and the Anoka-Hennepin School District. Ms. Moulton-Janssen explained this grant will allow the Library to do more, and to provide access to both physical and virtual materials. Now the question before the Council is to identify target markets and locations that would best serve its residents. Ms. Moulton-Janssen explained they had originally looked at providing service to train commuters (near the train depot), adult residents (near the apartment complex) and License Center customers. She explained the Library is attempting to overcome the barriers of inconvenient hours, greater distance from a library, and serving the commuting population. Ms. Moulton-Janssen described electronic access and virtual services that are available, when needed. She explained the process to order a book, receive it from a book locker, and then return the book.

Ms. Moulton-Janssen described services that will be funded through 3M, local, and grant dollars for a Discovery Station to check out materials, load those materials into the “cloud,” and then download it into your smart electronic device. Another service is to provide electronic tablets through a vending machine using a library card and credit card to provide security. The tablet can then be returned at a future date.

Ms. Moulton-Janssen reviewed potential sites in Ramsey including the City Hall conference room, along an exterior wall, and/or in the parking ramp. She explained the Library kiosk, Discovery Station, and Tablet machine all require a climate controlled area. She suggested a kickoff in March with the equipment delivery being staggered. Ms. Moulton-Janssen explained this equipment can be relocated to other sites to serve the City’s mobile population.

Bob Thistle, Library Board President, explained that two years ago, they did a comprehensive study of the types of libraries needed in the 21<sup>st</sup> Century with a focus on replacement of several libraries in Anoka County. Now the Library is only talking about drop boxes in remote locations, download stations, and tablet checkout because technology during the last two years has moved so quickly. Mr. Thistle asked how City Hall spaces can be retrofit to have this equipment available to the public. He stated they are offering intermediate locations to assure availability in the parking ramp and City Hall. Mr. Thistle stated he thinks this is a great opportunity and they appreciate the City’s support.

Mayor Strommen asked whether staff is looking for specific feedback on this item.

City Administrator Ulrich stated the Council approved entering into the grant agreement to offer space and electronic data hookup. Staff recommends the Mississippi Room (conference room) that provides electrical and data connections and climate control. He reviewed the week day hours the City Hall is open and noted this is a pilot program.

Councilmember Backous stated this is a fantastic opportunity and thanked the Anoka County Library for bringing this forward to Ramsey. He noted a target user may be do-it-yourselfers looking for books on home improvements.

Mr. Thistle stated the City will need to get creative with signage.

Councilmember Elvig stated he is excited about this new opportunity and thinks City Hall is an appropriate location. He noted the City Hall has large vestibules that could remain open while the building is locked.

City Administrator Ulrich explained the locations need to be handicap accessible and staff will look at the north side and Police Department entryways. He noted a concern for using the conference room space is that it was used 64 nights in 2001 and 54 in 2012 so the City may need to shift meeting locations.

Councilmember LeTourneau asked if the 3M Discovery Center would use the City’s Wi-Fi.

Ms. Moulton-Janssen answered in the affirmative, noting it is indicated in the grant agreement and using the County's broadband system will provide plenty of "pipeline" space.

Councilmember LeTourneau noted for first-time users, there may be need for information in how to access the service.

Ms. Moulton-Janssen agreed there will be need to offer instructional classes on how to access this service.

Mayor Strommen thanked Ms. Moulton-Janssen and Mr. Thistle for attending tonight's meeting and indicated the City looks forward to this partnership.

## **2.02: 2013-2017 Capital Improvement Program (CIP)**

Finance Director Lund reviewed the staff report, described the purpose of Capital Improvement Program (CIP), and noted the request to schedule a public hearing on February 12, 2013, to consider adoption of the 2013-2017 Capital Improvement Plan (CIP) is on tonight's Consent Agenda.

Councilmember Elvig recommended including a narrative of the CIP at the beginning of the document to help the public understand its purpose.

Councilmember LeTourneau asked if projects can be undertaken if not included in the CIP.

Finance Director Lund explained the CIP is only a planning document and all projects require City Council approval.

The consensus of the Council was to support scheduling a public hearing on February 12, 2013, to consider adoption of the 2013-2017 CIP.

## **2.03: Discuss Highway 10 Corridor Support / Funding**

City Administrator Ulrich reviewed the staff report, noting Anoka County Commissioner Look has informed the City that Anoka County and the City of Anoka are planning a trip to Washington, D.C. on March 6-7, 2013, to meet with its local delegation as well as Transportation Committee Chair Shuster to address federal funding for the Highway 10 Corridor. The City of Anoka will be sending Mayor Rice and two staff members. City Administrator Ulrich recommended sending a delegation to, himself and Mayor Strommen, to join Anoka County and the City of Anoka to Washington, D.C., to secure funding for the Highway 10 project. The estimated cost is \$2,000 to \$3,000 for the two-day trip and if approved, would be funded from the Council Contingency. It was noted this item is on tonight's Consent Agenda.

Councilmember Elvig agreed, noting the City has been successful previously when going to Washington, D.C., to lobby. However, he was concerned with the City of Anoka's position relating to the project within Ramsey's boundaries.

City Administrator Ulrich stated the City of Anoka is on board with this effort since it defines the project area to get away from Anoka's concern within its boundaries.

Councilmember Riley stated he understands the City of Anoka is unified with the project from Fair Oak to Armstrong Boulevard.

Councilmember Tossey stated his support for staff's recommendation and asked whether the joint meeting should be held prior to the Washington, D.C. trip.

Mayor Strommen stated that is an option or an update on the delegation's trip can be given at the joint meeting.

The consensus of the Council was to support the expenditure of \$2,000 to \$3,000 from the Council Contingency Fund to send a delegation of City Administrator Ulrich and Mayor Strommen to Washington, D.C., on March 6-7, 2013, to seek federal funding for the Highway 10 Corridor.

**3. FUTURE TOPICS FOR DISCUSSION**

Noted.

**4. MAYOR / COUNCIL / STAFF INPUT**

None

**5. ADJOURNMENT**

Mayor Strommen adjourned the Work Session of the City Council at 6:51 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.*