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

The Ramsey City Council conducted a regular meeting on Tuesday, April 23, 2013 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Randy Backous
Councilmember David Elvig (Read resignation and left the Council Chambers at 7:09 p.m.)
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Dean Kapler
Parks and Assistant Public Works Superintendent Mark Riverblood
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
City Engineer Bruce Westby
Assistant to the City Administrator Patrick Brama
City Attorney William Goodrich

1. CALL TO ORDER

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

2. PRESENTATION

2:01: Second Annual ‘Bark for Life’ Event

Parks and Assistant Public Works Superintendent Riverblood announced that the Second Annual ‘Bark for Life’ event will be held at The Draw on Saturday, April 27, 2013.

Kimberly Gust, organizer of the event, stated last year’s ‘Bark for Life’ was a success and narrated a slide show describing this American Cancer Society fundraising event.

2.02: Resignation of Councilmember Elvig

Councilmember Elvig read a prepared statement relating to his legal challenges and reasoning for stepping down as Councilmember and HRA Commissioner. He stated he is confident the sitting Council will usher Ramsey towards a new era of success. Councilmember Elvig stated he will miss his colleagues and staff, thanked residents for their support, and wished Ramsey a very prosperous future.

Mayor Strommen thanked Councilmember Elvig for his care of Ramsey through his tenure since election in 2002. She noted Councilmember Elvig had helped to launch a strategic planning process in 2013 and assured him the Council would carry forward.

City Administrator Ulrich added his appreciation to Councilmember Elvig for his support of the City and thinking of Ramsey in his actions tonight.

Councilmember Elvig stepped down from the Council dais at 7:09 p.m.

City Attorney Goodrich advised of the process, under City Charter, to declare and fill a Council vacancy. He explained that previously, special elections had been held without a primary and the highest vote getter received the office.

Mayor Strommen stated under Mayor/Council/Staff Input, the Council will consider when to schedule a Special Meeting to address this vacancy.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Motion by Councilmember Backous, seconded by Councilmember Riley, to approve the following items on the Consent Agenda:

- 4.01: Receive Cash & Investments for Period Ending March 31, 2013
- 4.02: Receive January 2013 Financial Reports – General Fund and Enterprise Funds
- 4.03: Receive February 2013 Financial Reports – General Fund and Enterprise Funds
- 4.04: Receive March 2013 Financial Reports – General Fund and Enterprise Funds
- 4.05: Note the following Boards and Commissions Meeting Minutes:
 - 1) Planning Commission Special Meeting Minutes dated January 31, 2013
 - 2) Planning Commission Work Session Minutes dated March 14, 2013
- 4.06: Extension of Agreement for Interim Fire Chief Services for the City of St. Francis
- 4.07: Approve License Applications:

Peddlers / Solicitors

AM&M Witt Vending Sales, LLC, 14224 Argon Street NW, Ramsey, MN 55303

Special Events Permit

American Cancer Society – Kimberly Gust

The Residence at The COR, 7700 Sunwood Drive NW, Ramsey, MN 55303

- 4.08: Approve Request to Declare Surplus Property
- 4.09: Approve the Following Meeting Minutes:
 - 1) City Council Work Session dated April 9, 2013
 - 2) City Council Regular Session dated April 9, 2013
- 4.10: Adopt Resolution #13-04-073 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 4, 2013 through April 7, 2013
- 4.11: Adopt Resolution #13-04-070 Authorizing Partial Payment to North Valley, Inc. for IP 12-23; Alpine Drive Reconstruction
- 4.12: Adopt Resolution #13-04-071 Authorizing Partial Payment to North Pine Aggregate, Inc. for IP 12-20; CSAH 83 (Armstrong Boulevard) – Sunwood Drive
- 4.13: Adopt Resolution #13-04-072 Granting Cross of Hope Lutheran Church an Extension for Completion of Required Improvement
- 4.14: Report from the Personnel Committee Meeting dated April 23, 2013:
 - 1) Accept Patrol Captain's Resignation
 - 2) Begin Promotional Process
 - 3) Recruit for a Patrol Officer – *Ratify the recommendation of the Personnel Committee to Adopt Resolution #13-04-077 to accept Patrol Captain Tim Dwyer's resignation; direct staff to begin a promotional process to address the job duties left vacant by the Patrol Captain's resignation; and, recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the promotional process and to invite the Patrol Officer who is currently out on the extended medical leave to apply for the Patrol Officer position; subject to his ability to meet the minimum requirements of the Patrol Officer position within the allotted recruitment timeframe.*

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, Riley, Kuzma, LeTourneau, and Tossey. Voting No: None.

5. APPROVE AGENDA

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to approve the agenda as revised to add Case 7.04, Consider Memorandum of Understanding (MOU) for the Armstrong Interchange Project, and Case 7.05, Consider Scheduling Special Council Meeting.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, LeTourneau, Backous, Riley, and Tossey. Voting No: None.

6. PUBLIC HEARING

6.01: Public Hearing to Adopt Ordinance #13-09 to Vacate an Easement for Street and Utility Purposes on Lots 1 and 2, Block 1, Park 67 Industrial Park; Case of Sharp & Associates and Transwest, LLC

Mayor Strommen closed the regular portion of the City Council meeting at 7:16 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Strommen called the public hearing to order at 7:16 p.m.

Presentation

Development Services Manager Gladhill reviewed the staff report and recommendation to vacate an easement for street and utility purposes as it is no longer necessary and should have been vacated previously.

Citizen Input

There was none.

Motion by Councilmember Backous, seconded by Councilmember Riley, to close the public hearing.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, Riley, Kuzma, LeTourneau, and Tossey. Voting No: None.

The public hearing was closed at 7:17 p.m.

Council Business

Mayor Strommen called the regular City Council meeting back to order at 7:17 p.m.

Motion by Councilmember LeTourneau, seconded by Councilmember Backous, to Adopt Ordinance #13-09 to Vacate an Easement for Street and Utility Purposes on Lots 1 and 2, Block 1, Park 67 Industrial Park; Case of Sharp & Associates and Transwest, LLC.

A roll call vote was performed by the Recording Secretary:

Councilmember Riley	aye
Councilmember Backous	aye
Councilmember LeTourneau	aye
Councilmember Kuzma	aye
Councilmember Tossey	aye

Mayor Strommen aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Report from the Personnel Committee – April 23, 2013 / Adopt Resolution #13-04-075 to Hire an Economic Development Manager

Human Resources Manager Lasher presented the recommendation of the Personnel Committee to hire Mr. Sean Sullivan as the City's new Economic Development Manager.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to Adopt Resolution #13-04-075, to hire Sean Sullivan as the City's Economic Development Manager, effective on or near May 28, 2013, at \$37.45 per hour with a credit of five vacation days

Further discussion: The Council acknowledged this was a 2013 budgeted position.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Backous, Kuzma, and Tossey. Voting No: None.

7.02: Adopt Resolution #13-04-074 Ordering Preparation of Feasibility Report for Improvement Project #13-10, Garnet Street and 168th Avenue

City Engineer Westby reviewed the staff report and recommendation to order preparation of a feasibility report for the reconstruction of Garnet Street and 168th Avenue.

The Council acknowledged this road is in poor condition and deteriorated to gravel in some locations.

Motion by Councilmember Kuzma, seconded by Councilmember Backous, to Adopt Resolution #13-04-074 Ordering Preparation of Feasibility Report for Improvement Project #13-10, Garnet Street and 168th Avenue.

Further discussion: City Engineer Westby stated staff would itemize costs for street lighting, water, and sewer but it would not commit the Council to approving those items.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Backous, LeTourneau, Riley, and Tossey. Voting No: None.

7.03: Consider Authorization to Order (Begin Official Process and Comment Period) on Completed Draft of Alternative Urbanwide Area Review (AUAR) Update for The COR (formerly Ramsey Town Center)

Development Services Manager Gladhill reviewed the staff report and recommendation to update an existing Alternate Urbanwide Area Review (AUAR) for The COR. He answered

questions of the Council and indicated that Landform Professional Services had prepared this document, noting that is their area of expertise. He explained a specific dollar amount was part of this work order and it was funded through TIF District #14.

Motion by Councilmember LeTourneau, seconded by Councilmember Backous, to adopt Resolution #13-04-076 Ordering the AUAR.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Backous, Kuzma, Riley, and Tossey. Voting No: None.

7.04: Consider Memorandum of Understanding (MOU) for the Armstrong Interchange Project

City Administrator Ulrich presented the revised Memorandum of Understanding (MOU) with Anoka County to collaborate on a TED grant application for the interchange at US10 and Armstrong Boulevard. He stated language had been added, as directed by the Council, indicating: If for any reasons any of the funds identified cannot be obtained, then the County and the City agree to assume the responsibility to fund the shortfall by the City paying for one half of the shortfall and the County paying for the other half of the shortfall. . .

Motion by Councilmember Tossey, seconded by Councilmember Riley, to approve the revised Memorandum of Understanding with Anoka County.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Tossey, Riley, Backous, Kuzma, and LeTourneau. Voting No: None.

7.05: Consider Scheduling Special Council Meeting

City Administrator Ulrich suggested holding a Special Meeting to declare a Council vacancy on May 7, 2013, noting it would meet the Charter timeline and accommodate a special election in August of 2013.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to direct staff to schedule a Special Meeting on May 7, 2013, at 5:30 p.m. to declare a Council vacancy.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, Kuzma, LeTourneau, Riley, and Tossey. Voting No: None.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Tossey announced the May 17, 2013, Mayor's Prayer Breakfast fundraiser for Youth First at The Fountains in Ramsey.

8.01: Reuse of Former Municipal Site

Councilmember Riley stated an open house was held last week to discuss reuse of the former municipal site and staff has a presentation on input received.

Development Services Manager Gladhill explained that Connexus Energy has approached the City to consider use of the former municipal site as a Data Center. He described the notification process, comment format, and resident input received at the open house that will be considered when preparing a final report.

Assistant to the City Administrator Brama stated comment was received from 12 residents via phone/voicemail/email and 18 residents who attended the open house, noting there had been general opposition to a data center concept and preference to a single-family concept. It was acknowledged there was no formal application under consideration by the City at this time. Next steps will be to go back to the Planning Commission and EDA for additional input and formal recommendation, preparation of a final staff report, and presentation to the City Council mid- to late-May. Assistant to the City Administrator Brama stated staff will follow up with a notification to residents of the outcome.

The Council acknowledged it had received resident comments as well and thanked staff for this helpful feedback. The consensus of the Council supported the next steps as presented.

8.02: Volunteer Opportunity

Parks and Assistant Public Works Superintendent Riverblood announced the opportunity to contribute community service hours, as needed by graduating High School seniors, on May 18, 2013, to plant trees at North Commons Park.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:55 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.*