

TABLE OF CONTENTS

1. CALL TO ORDER 2

2. PRESENTATION..... 2

 2.1: Presentation of the 2012 Audit Report..... 2

3. CITIZEN INPUT 3

4. CONSENT AGENDA 3

5. APPROVE AGENDA 4

6. PUBLIC HEARING 5

7. COUNCIL BUSINESS..... 5

 7.01: Approve Entering into Contract for Civil Legal Services with Joseph Langel of Ratwik, Roszak & Maloney, PA..... 5

 7.02: Consider Approval of Special Events Permit for JR’s Outpost, 6141 Highway 10 NW 5

 7.03: Approve Easement to Great River Energy at Alpine Park and Accept \$14,000 for Restoration 5

 7.04: Authorize Purchase of Replacement Fire Tanker Truck..... 6

 7.05: Consider Conveying Easements to Great River Energy on Outlot E, Business Park 95 2nd Addition (identified as Parcel #3) and on Portions of a Parcel on or near Rivers Bend Park along Bunker Lake Boulevard (Identified as Parcel #28); Case of Great River Energy (Portions may be closed to the public)..... 7

 7.06: Consider Terms for Bury & Carlson’s (B&C) Request to Terminate Lease Agreement..... 7

 7.07: Approve Temporary Lease Amendment with Independent Auto Care in Regard to Lease Rent..... 8

8. MAYOR, COUNCIL AND STAFF INPUT 8

9. ADJOURNMENT 9

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

The Ramsey City Council conducted a regular meeting on Tuesday, June 25, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Members Absent: Councilmember Randy Backous

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Dean Kapler
Fire Marshal Mat Kohner
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
City Clerk Jo Ann Thieling
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 7:02 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

2.1: Presentation of the 2012 Audit Report

Aaron Neilson, Principal with Malloy, Montague, Karnowiski, Radosevich & Company (MMKR), presented the 2012 Comprehensive Annual Financial Report (CAFR).

City Administrator Ulrich complimented the Finance Department that is headed by Finance Director Lund.

Finance Director Lund thanked her staff and especially Assistant Finance Director McAlpine who is responsible for putting the report together and working with MMKR. She noted there is an item on the Consent Agenda to accept this report and submit for the Certificate of Achievement in Financial Reporting Award.

Mayor Strommen, on behalf of the Council, extended their appreciation to Finance Director Lund and her staff.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

- 4.01: Receive 2012 Comprehensive Annual Financial Report (CAFR)
- 4.02: Receive May 2013 Financial Reports – General Fund and Enterprise Funds
- 4.03: Note the following Boards and Commission Meeting Minutes:
 - 1) Planning Commission Meeting Minutes – May 2, 2013
 - 2) Environmental Policy Board Meeting Minutes – May 6, 2013
 - 3) Park and Recreation Commission Meeting Minutes – May 9, 2013
 - 4) Economic Development Authority Meeting Minutes – May 16, 2013
- 4.04: Approve the following Meeting Minutes:
 - 1) City Council Work Session – June 4, 2013
 - 2) City Council Work Session – June 11, 2013
 - 3) City Council Regular Session – June 11, 2013
- 4.05: Approve Encroachment Agreement for a Portion of a Deck to Encroach into a Drainage and Utility Easement on the Property Located at 15881 Lithium Street NW; Case of Vasily Vlasyuk
- 4.06: Approve and Execute a Purchase Agreement for City Owned Property Located at 14280 Azurite Street NW
- 4.07: Approve Request for Site Plan Review for a Building Addition on the Property Located at 6815 McKinley Street NW; Case of Sharp & Associates
- 4.08: Approve Lease Amendments with Northwest Anoka County Consortium (Youth First) Located at 6701 Highway 10
- 4.09: Approve Letter of Intent with PACT Charter School to Lease Warehouse Space at 6701 Highway 10
- ~~4.10: Approve Temporary Lease Amendment with Independent Auto Care in Regard to Lease Rent~~ This item was removed from the Consent Agenda and considered as Item 7.07.
- 4.11: Approve Request for Use of Veterans Drive Right-of-Way Adjacent to 7700 Sunwood Drive for Outdoor Dog Area; Case of Residence at The COR – Recommendation of Public Works Committee meeting of June 18, 2013
- 4.12: Consideration of Awarding a Contract to Construct a Drainage Swale in Brookfield Third Addition

- 4.13: Consideration of Accepting Plans and Specifications and Authorizing Advertisement for Bids for 2013 Pavement Maintenance Program
- 4.14: Adopt Resolution #13-06-113 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 6, 2013 through June 19, 2013
- 4.15: Adopt Resolution #13-06-112 declaring the City of Ramsey's Participation in the State Council on Local Results and Innovation – Performance Measurement Program
- 4.16: Adopt Resolutions #13-06-104 adopting Findings of Fact #0915 and Resolution #13-06-105 Approving Request for Conditional Use Permit to Exceed Square Footage Allotment for Accessory Buildings at 9321 169th Avenue NW; Case of Michael and Diane Dahlberg
- 4.17: Adopt Resolutions #13-06-087 adopting Findings of Fact #0912 and Resolution #13-06-088 Approving Request for Conditional Use Permit to Maintain Two Horses on 2.50 Acres Located at 8010 176th Lane NW; Case of Linda Eidem
- 4.18: Adopt Resolution #13-06-102 adopting Findings of Fact #0914 and Resolution #13-06-103 Approving Conditional Use Permit to Operate Motor Vehicle Sales at 7820 Riverdale Drive, Case of Bethel Properties
- 4.19: Adopt Resolution #13-06-108 Requesting that Anoka County Housing and Redevelopment Authority (ACHRA) Allocate \$361,000 of its 2013 Levy Toward the Purchase of the Property at 6701 Highway 10 NW in the City of Ramsey and Resolution #13-06-109 Declaring the City of Ramsey Support of Anoka County and its County-Wide Economic Development Objectives and Activities
- 4.20: Adopt Resolution #13-06-111 Authorizing Partial Payment to North Pine Aggregate, Inc. for IP 12-20 CSAH 83 (Armstrong) – Sunwood Drive
- 4.21: Adopt Resolution #13-06-110 Authorizing Partial Payment to North Pine Aggregate, Inc. for IP 12-28; Rum River Hills Storm Sewer Replacement
- 4.22: Report from the Personnel Committee Meeting dated May 28, 2013:
 - 1) Consider Resolution to Establish a Policy Regarding Non-Employee Interview Panel Participants – *Ratify the recommendation of the Personnel Committee and Adopt Resolution #13-06-091 to Establish Policy Regarding Non-Employee Interview Panel Participants. Note: Resolutions ending the I.T. Specialist's probation, revising the Personnel Policy, and promoting two Police Department employees were approved at the May 28, 2013, City Council meeting*
- 4.23: Report from the Personnel Committee Meeting dated June 18, 2013:
 - 1) Consider Resolution to Hire a Patrol Officer – *Ratify the recommendation of the Personnel Committee and Adopt Resolution #13-06-115 to Hire a Patrol Officer*

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

5. APPROVE AGENDA

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to approve the agenda as presented.

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Approve Entering into Contract for Civil Legal Services with Joseph Langel of Ratwik, Roszak & Maloney, PA

City Administrator Ulrich indicated that after an extensive interview process, Joseph Langel of Ratwik, Roszak & Maloney, was selected to represent the City on civil matters.

Mr. Langel introduced himself, thanked the Council for this opportunity, and indicated he is looking forward to working with the Council, City staff, and residents of Ramsey.

Motion by Councilmember LeTourneau, seconded by Councilmember Tossey, to approve entering into a contract, as revised, for civil legal services with Joseph Langel of Ratwik, Roszak & Maloney, PA.

Further discussion: The Council acknowledged that this is a monumental decision as the City has used the same attorney since it was a township. It was noted the firm of Randall, Goodrich & Haag will continue to provide prosecuting services.

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

7.02: Consider Approval of Special Events Permit for JR's Outpost, 6141 Highway 10 NW

City Clerk Thieling reviewed the staff report and recommendation of approval.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to approve the Special Events Permit for JR's Outpost, 6141 Highway 10, Ramsey, including allowing the band to play until 11:45 p.m.

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

7.03: Approve Easement to Great River Energy at Alpine Park and Accept \$14,000 for Restoration

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and described the agreement reached for closure of the landfill. He stated staff recommends approval of the easement to Great River Energy and to accept \$14,000 to order the three-year prairie establishment by a contractor.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to approve Easement No: AW-001b for Great River Energy and accept \$14,000 for the prairie establishment at Alpine Park.

Further discussion: The Council noted this is a win-win situation for all. Parks and Assistant Public Works Superintendent Riverblood concurred and noted utility companies also have a mandate to assure security. Councilmember LeTourneau, Council Liaison to the Environmental Protection Board, commended the Board for bringing forward and making a recommendation on this matter.

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

7.04: Authorize Purchase of Replacement Fire Tanker Truck

Fire Chief Kapler reviewed the staff report and recommendation to enter into a Houston/Galveston Area Council (HGAC) Cooperative Purchasing Agreement with General/Rosenbauer (General Fire Apparatus) for the purchase and fabrication of an engine/tanker with a purchase price of \$333,632. He indicated that should the shared services agreement go forward, the City's hauled water capacity should not be a consideration as it is still needed to serve areas that have no hydrants.

Fire Marshal Kohner described the dual use and flexibility of this vehicle.

Finance Chief Kapler presented staff's recommendation to purchase through General Fire Apparatus and estimated it will serve the City for 25-30 years.

Finance Director Lund stated at the July 9, 2013, Council meeting staff will present a recommendation for capital equipment certificates, which will include this fire tanker truck.

The Council acknowledged this vehicle will replace one purchased in 1988.

Fire Chief Kapler stated the 1988 vehicle will not be retained and since it has low resale value, it may be offered to a neighboring community.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to authorize staff to enter into an agreement for the purchase of an engine/tanker from General/Rosenbauer in the amount of \$333,632.

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

7.05: Consider Conveying Easements to Great River Energy on Outlot E, Business Park 95 2nd Addition (identified as Parcel #3) and on Portions of a Parcel on or near Rivers Bend Park along Bunker Lake Boulevard (Identified as Parcel #28); Case of Great River Energy (Portions may be closed to the public)

Development Services Manager Gladhill reviewed the staff report and presented the request of Great River Energy to introduce a new overhead electric transmission line to the Enterprise Park Substation in Anoka to continue to provide reliable electric service as the system is currently at capacity. He indicated staff recommends approval of the offer price of \$10,454 for the utility easement on Parcel #3 (Outlot E) and for \$38,551 for the utility easement on Parcel #28 (Rivers Bend Park); however, if the Council would like to consider making a counter offer, he would recommend that it be discussed during a Closed Session.

The Council indicated it would not consider a counter offer so a Closed Session was not needed.

Development Services Manager Gladhill answered questions of the Council relating to the alignment and indicated the City can still make adjustments within the identified route; however, the public process has been held and the Public Utilities Commission approved this route.

Mayor Strommen stated, for the record, that it is unfortunate this route traverses Rivers Bend Park.

Dan Wilson, Wilson Development Services representing Great River Energy, thanked staff for the informative presentation and indicated the acquisition process is almost complete.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to adopt Resolution #13-04-116 Granting Easements to Great River Energy.

Further discussion: The Council acknowledged that this project comes out of need, is an important project, and will drive economic growth of the City.

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

7.06: Consider Terms for Bury & Carlson's (B&C) Request to Terminate Lease Agreement

City Administrator Ulrich reviewed the staff report, terms of the tentative Lease Termination Agreement, and recommendation for approval of an early termination of the lease effective June 30, 2013 to allow the City to declare the property tax exempt as of January 1, 2014.

City Attorney Goodrich recommended revisions so Bury & Carlson is required to continue insurance provisions to indemnify the City and to keep the property in the same condition until they vacate.

Finance Director Lund stated the City is holding a relocation escrow of \$25,000 that could be used, if needed, to address any issues once they vacate the premises.

Motion by Councilmember Riley, seconded by Councilmember Tossey, to approve the Lease Termination Agreement with Bury & Carlson subject to negotiation of final terms as approved by the City Attorney.

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

7.07: Approve Temporary Lease Amendment with Independent Auto Care in Regard to Lease Rent

Councilmember Riley disclosed that his son holds a part time summer job with Independent Auto Care and though it may not rise to the level of a conflict of interest, he will abstain from the discussion and vote on this case.

Motion by Councilmember Tossey, seconded by Councilmember LeTourneau, to approve the Temporary Lease Amendment with Independent Auto Care in regard to Lease Rent.

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

8. MAYOR, COUNCIL AND STAFF INPUT

Councilmember Tossey announced that this afternoon, Anoka County and the City of Ramsey were awarded a \$10 million Corridor Investment Management Strategy (CIMS) grant. He thanked the City's legislative delegation for their support.

Mayor Strommen added the Council's appreciation to City staff for their work and Anoka County and business owners for their partnership.

City Administrator Ulrich recognized *Anoka County Union* Reporter Eric Hagen and announced upcoming meetings and events. He indicated staff will consider whether the Economic Development Manager position should be restructured and the option of using a consultant until a qualified applicant is found. This will be considered by the Council on July 9, 2013.

Councilmember Riley advised residents of the need to recognize pedestrians within a crosswalk, which if violated, is a ticketable offense.

Parks and Assistant Public Works Superintendent Riverblood announced the upcoming event at The Draw and thanked Reporter Hagen for including an article on this event.

Councilmember LeTourneau and Mayor Strommen reported on their attendance at the League of Minnesota Cities Conference.

Mayor Strommen reported on her meeting with Family Promise of Anoka County to address transitional housing for homeless families. She announced that the City Council will be transitioning away from holding a Work Session on the first Tuesday of the month.

Mayor Strommen stated she became aware of an association of Mayors of cities along the Mississippi Rivers to band together and build clout with Congress to recognize the Mississippi River as an “economic engine” of the country. She stated she will bring more information before the Council at a future date to consider whether membership has merit.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:05 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.