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

The Ramsey City Council conducted a regular meeting on Tuesday, August 27, 2013 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen  
Councilmember Jill Johns  
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  
Public Works Superintendent Grant Riemer  
Human Resources Manager Colleen Lasher  
Development Services Manager Timothy Gladhill  
City Engineer Bruce Westby  
Assistant Planner/Environmental Coordinator Chris Anderson  
Assistant to the City Administrator Patrick Brama  
City Attorney Joe Langel

**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 to the flag.

**2. PRESENTATION**

**2.01: Proclamation Declaring Constitution Week**

Mayor Strommen read in full and presented a Proclamation declaring September 17 to 23, 2013, as Constitution Week in the City in Ramsey to Sandra Connor of the Daughters of the American Revolution.

Ms. Connor thanked the City of Ramsey for this proclamations in honor of the Daughters of the American Revolution.

### 3. CITIZEN INPUT

Jim Benson, 14131 Junkite Street NW, stated his objection to the City's use of HRA funds to purchase the Highway 10 XXX bookstore, a dying business with delinquent taxes. He noted there is now a new sex fantasy business next to the Outpost Bar for which the City approved a parking easement.

Mayor Strommen thanked Mr. Benson for his comments, noting there have been questions in the community about the purchase of the adult bookstore. She indicated there is no connection between the two businesses. A majority of the City Council supported cleaning a blighted property that many found to not be a good "front face" for the City of Ramsey. She stated the City has now received positive comments about the building being demolished.

Wayne Bucholz, 14621 Neon Street NW, stated \$300,000 was a good reason for being a willing seller. He stated he was not aware the City had two levies for the same entity (HRA), which he found to be a double taxation. He asked how much the City has available from the Anoka County HRA.

Mayor Strommen thanked Mr. Bucholz for his comment and stated the City Council is aware its residents are being taxed for the Anoka County HRA and the City of Ramsey HRA and has discussed how to remove one entity and make EDA and HRA activities more efficient.

### 4. CONSENT AGENDA

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

4.01: Note the Following Boards and Commission Meeting Minutes:

- 1) Park and Recreation Commission Meeting Minutes – June 13, 2013
- 2) Environmental Policy Board Meeting Minutes – July 1, 2013
- 3) Economic Development Authority Meeting Minutes – July 11, 2013
- 4) Economic Development Authority Meeting Minutes – July 18, 2013
- 5) Planning Commission Meeting Minutes – July 18, 2013

4.02: Approve the following Meeting Minutes:

- 1) City Council Work Session – August 13, 2013
- 2) City Council Regular Session – August 13, 2013

4.03: Approve License Applications

Pawnbroker

King's Ransom, LLC, 14057 St. Francis Boulevard NW, Ramsey, MN 55303

Transient Merchant

Dove Road Cockers, 6214 – 160<sup>th</sup> Street, Little Falls, MN 56345

JWT Heavenly Springer, 5900 – 75<sup>th</sup> Avenue SE, St. Cloud, MN 56301

4.04: Adopt Resolution #13-08-139 Approving the Environmental Policy Board's 2013-2014 Proposed Work Plan

4.05: Adopt Resolution #13-08-140 approving the Emerald Ash Borer Management Plan

- 4.06: Adopt Resolution #13-08-144 Approving Receipt of Pedestrian and Bicycle Trail Easement
- 4.07: Approve Revised Site Plan and Development Permit for McDonald's
- 4.08: Consider Response to City of Anoka Comprehensive Plan Amendment for South Ferry Street Area
- 4.09: Adopt Resolution #13-08-141 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 8, 2013 through August 21, 2013
- 4.10: Adopt Resolution #13-08-138 Proclaiming September 17-23, 2013, as Constitution Week
- 4.11: Adopt Resolution #13-08-143 Appointing Councilmember Johns to the Finance Committee
- 4.12: Adopt Resolution #13-08-137 Authorizing Partial Payment to Douglas-Kerr Underground LLC for Project 13-11 COR TWO – Sunwood Retail Stage One

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

## **5. APPROVE AGENDA**

Motion by Councilmember Tossey, seconded by Councilmember Kuzma, to approve the agenda as presented.

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

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Ordinance #13-15 to Establish Armstrong Boulevard Interchange Overlay District**

Development Services Manager Gladhill reviewed the staff report and answered questions of the City Council relating to establishing an overlay district to increase sign height at the Armstrong Boulevard interchange. He explained this would take place within 30 days of publication, if adopted, but a clause could be included that it would be effective once construction commenced. Development Services Manager Gladhill stated as part of the environmental review process of the interchange, standard notice and publication was followed as public outreach. A meeting specific to the sign package and ordinance language was not held with business owners but information on the ordinance would be provided to business owners upon adoption.

Motion by Councilmember Tossey, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #13-15 Establishing Armstrong Boulevard Interchange Overlay.

Further discussion: The City Council discussed the timing for enactment of the ordinance with Councilmembers Riley and LeTourneau expressing concern should the intersection not be reconstructed and supporting the addition of language indicating the ordinance would not be effective until the interchange is constructed. Councilmembers Tossey, Kuzma, and Johns, and Mayor Strommen felt such ordinance language was not necessary as business owners will not expend funds for signage until the time was appropriate (reconstruction of the interchange).

Amendment motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to add language that the ordinance would not become effective until the point of awarding the construction contract for the reconstruction of the interchange.

Further discussion: City Attorney Langel encouraged the City Council to ensure clear language so there is no confusion and suggested delaying consideration to allow time for staff to draft the appropriate language.

There not being a majority support for the amendment, Councilmember LeTourneau withdrew his motion to amend.

A roll call vote was performed by the Recording Secretary:

Councilmember Riley	aye
Councilmember Tossey	aye
Councilmember Kuzma	aye
Councilmember Johns	aye
Councilmember LeTourneau	aye
Councilmember Backous	absent
Mayor Strommen	aye

**7.02: Adopt Ordinance #13-16 Amending City Code Relating to Surfacing Requirements in the Official Map Overlay District and Other Highway 10 Improvement Impact Areas**

Development Services Manager Gladhill reviewed the staff report and answered questions of the City Council relating to screening requirements of RALF properties.

Motion by Councilmember Riley, seconded by Councilmember Johns, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #13-16 Amending City Code Relating to Surfacing Requirements in the Official Map Overlay District and Other Highway 10 Improvement Impact Areas.

The City Council extended its appreciation to staff for its work on this ordinance that provides balance to maintain businesses that are mapped for Highway 10 expansion.

A roll call vote was performed by the Recording Secretary:

Councilmember Johns	aye
Councilmember Kuzma	aye
Councilmember Tossey	aye
Councilmember Riley	aye
Councilmember Backous	absent
Councilmember LeTourneau	aye
Mayor Strommen	aye

**7.03: Discuss Requesting that Anoka County Housing and Redevelopment Authority Allocate \$215,561 towards Economic Development Activity in the City of Ramsey**

City Administrator Ulrich reviewed the staff report, noting that Anoka County has advised the request has to be made by resolution showing support of the City Council. He indicated this request allocates almost the entire Anoka County HRA levy towards City purposes. If approved by Anoka County, it would provide an additional source of revenue and allow the City Council to lower the City HRA's levy. However, it would need to be approved annually by Anoka County. City Administrator Ulrich stated this has not yet been approved by Anoka County so the HRA budget has been put forth as if it does not have this allocation. If it is approved by Anoka County, the City Council can determine in December if it wants to reduce the City's HRA levy.

Councilmember Tossey stated his concern that if approved, the City will use the Anoka County HRA funds and still levy its residents for additional HRA dollars. He stated he supports making the request of Anoka County for HRA funds but if approved, he would like staff to provide information on where cuts are being made to the City's HRA budget/levy.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to adopt Resolution #13-08-147 Requesting that Anoka County Housing and Redevelopment Authority (HRA) Allocate \$215,561 of its 2014 Levy toward Economic Development Activities in the City of Ramsey.

Further discussion: The City Council discussed the amount of available Anoka County HRA funding. City Administrator Ulrich noted the City has used some of the Anoka County HRA funding for property purchases and estimated \$100,000 remained in the reserve fund balance. Councilmember Riley stated this action is proactive as it will remove the issue of double taxation for the HRA.

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

**7.04: Report from the Personnel Committee – August 27, 2013**

- 1) Case 2 of 4: Resolution to End a Part-Time Building Maintenance Worker's Probation**

Human Resources Manager Lasher reviewed the staff report and recommendation of the Personnel Committee.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to ratify the recommendation of the Personnel Committee and Adopt Resolution #13-08-142 Removing Mr. Jeff Strelow from Probation and retain him as a part-time regular Building Maintenance Worker.

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

**2) Case 3 of 4: Resolution to Hire a Building Official and Continue Relationship with St. Francis**

Human Resources Manager Lasher reviewed the staff report and recommendation of the Personnel Committee.

Development Services Manager Gladhill described the delay in the current inspection schedule and explained staff is recommending hiring a Building Official, and sharing with the St. Francis Building Official that is at a lower hourly rate, and also using Inspectron on a limited basis. He explained the buyout is estimated at \$8,000 (with room for negotiation) and relates to Mr. Jarson who is currently an employee of Inspectron. Development Services Manager stated staff's recommendation provides for the most seamless transition and cost-effective solution.

Mayor Strommen stated when the City Council approved recruiting for this position, it was expected there may be applicants from Inspectron so it was assumed there may be a buy out cost.

City Administrator Ulrich indicated it is an industry standard to pay a fee when a temporary agency employee is hired.

Development Services Manager Gladhill answered questions of the City Council and explained that the Inspectron contract does not guarantee a specified number of hours. It will continue and each party has the ability to cancel within 30 to 45 days. In addition, Ramsey RFPs once every three years to assure the City receives the most attractive rates to meet the City's needs. In this case, the Inspectron contract would not be terminated as there has been a spike in permit activity.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to ratify the recommendation of the Personnel Committee and Adopt Resolution #13-08-145 to hire Mr. Rick Jarson as the City's new Building Official, effective on September 16, 2013, at \$31.23 per hour (Step 1 of the 2013 wage scale) with a credit of ten vacation days, and to continue limited services with the St Francis Chief Building Official, as needed, but not to exceed an average of ten to twelve hours per week.

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

### **3) Case 4 of 4: Resolution to Recruit for an Engineering Technician III**

Human Resources Manager Lasher reviewed the staff report and recommendation of the Personnel Committee.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to ratify the recommendation of the Personnel Committee and Adopt Resolution #13-08-146 authorizing staff to begin a recruitment for an Engineering Technician III, posted at the positions full pay scale.

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

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

**8.01: Reminder: The Farmer's Market is open from 3:00 to 7:00 p.m. each Thursday – adjacent to the Amphitheater in The Draw**

**8.02: Reminder – Entertainment in the Amphitheater each Thursday from 6:30 to 8:00 p.m.**

City Administrator Ulrich announced additional upcoming meetings and events.

Development Services Manager Gladhill stated the Mississippi River Critical Area forum is scheduled for September 16, 2013, and the groundbreaking for the Stoney River Housing Development is scheduled on September 23, 2013.

Councilmember Tossey described the jurisdictions that receive funds when taxes are paid and explained why HRA levies do not count towards tax capacity.

Mayor Strommen stated the 2014 budget and levy will be presented and considered for adoption on September 10, 2013.

Mayor Strommen encouraged residents to pay attention to road construction activities and stay abreast by checking with the City, Anoka County, and Mn/DOT websites.

### **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 8:06 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.*