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

The Ramsey City Council conducted a regular meeting on Tuesday, June 23, 2015, 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 Melody Shryock  
Councilmember Kristine Williams

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Police Chief Jeff Katers  
Parks and Assistant Public Works Superintendent Mark Riverblood  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby  
Asst. City Administrator/Economic Development Manager 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., followed by the Pledge of Allegiance led by Mayor Strommen.

**2. PRESENTATION**

None.

**3. CITIZEN INPUT**

None.

**4. CONSENT AGENDA**

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

4.01: Note the following Boards and Commissions meeting minutes:

- 1) Planning Commission meeting minutes dated May 7, 2015
  - 2) Environmental Policy Board meeting minutes dated May 19, 2015
- 4.02: Approve the following meeting minutes:
- 1) City Council Work Session dated June 9, 2015
  - 2) City Council Regular dated June 9, 2015
- 4.03: Approve request to declare surplus property
- 4.04: Adopt Resolution #15-06-155 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 4, 2015 through June 17, 2015
- 4.05: Adopt Resolution #15-06-160 Approving Exterior Materials for Salt Storage Structure at 6228 Highway 10 NW: Case of Countryside Services
- 4.06: Adopt Resolution #15-06-153 Approving Partial Payment to Douglas-Kerr Underground for IP 14-24 Center Street
- 4.07: Adopt Resolution #15-06-154 Approving Partial Payment to Kuechle Underground, Inc. for IP 12-22 Riverdale Drive Improvements
- 4.08: Adopt Resolution #15-05-152 Approving Partial Payment to Construction Results Corporation for IP #14-28 Parking Ramp Garage Enclosure
- 4.09: Adopt Resolution #15-05-152 Approving Partial Payment to Brennan Construction of MN, Inc. for IP #14-30 Fire Station #2
- 4.10: Adopt Resolution #15-06-157 Authorizing Partial Payment to North Valley Inc. for IP 14-27: Mississippi River Trail
- 4.11: Adopt Resolutions #15-06-142 & #15-06-143 Approving a Conditional Use Permit to Exceed Sign Size Restrictions on the Property Generally Located North of 161<sup>st</sup> Avenue NW and West of Variolite Street NW: Case of the Church of St. Katherine Drexel
- 4.12: Adopt Resolution #15-06-156 to Hire Seasonal Public Works Maintenance Workers

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Shryock, Johns, Kuzma, LeTourneau, and Williams. Voting No: None.

## **5. APPROVE AGENDA**

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

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Johns, Kuzma, LeTourneau, Riley, Shryock, and Williams. Voting No: None.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Award Towing Contract for the City of Ramsey**

Police Chief Katers reviewed the staff report and recommendation to enter into a contract with NorthStar Towing for two years based on the information provided.

Councilmember Riley stated that it appears that staff judged one proposal not complete.

Police Chief Katers responded that the impound storage proposed by one business did not meet the requirements of the RFP and therefore was deemed incomplete. He explained how the RFP's were reviewed.

Mayor Strommen stated that one of her goals for the discussion tonight is to make sure the basis for the decision is clear, noting that there needs to be a balance between services provided and cost.

Councilmember Kuzma questioned if NorthStar Towing has held the contract previously.

Police Chief Katers reported that NorthStar Towing did hold the contract from 2003 to 2009 and Champlin Towing (now Citywide) provided services from 2009 through current. He stated that he has not received any complaints on any of the four companies which provided a proposal and he would not have a problem supporting any of the proposals the Council chooses, providing that the RFP requirements are met.

Scott Grams, First Choice Recovery, stated that he received additional information tonight. He referenced the required storage space and noted that between his two locations he would have more than adequate space for storage and questioned what was incomplete on his proposal.

Police Chief Katers stated that he did not believe that adequate storage space indoors, or outdoors, is provided at the Highway 10 location because of the zoning restrictions at that location.

Community Development Director Gladhill stated that the Highway 10 location subleases their site which is packed tight with a number of vehicles that are inoperable and stored outdoors. He stated that upon site inspection there were some items that would need to be corrected under the zoning codes and staff had concern that there would not be adequate outdoor storage space available.

Mayor Strommen questioned if the zoning district does not allow inoperable vehicles outdoors or whether there is simply not sufficient space for outdoor storage of vehicles.

Community Development Director Gladhill explained that inoperable vehicles are not allowed to be stored outdoors in that zoning district and would need to be stored indoors.

Mr. Grams stated that his Nowthen location would have sufficient space and noted that inoperable vehicles are allowed to be stored outdoors at that location.

Police Chief Katers stated that he did speak with the staff from the city of Nowthen and their verbal agreement states that the business would only be allowed to have five inoperable vehicles

stored outdoors. He also clarified that the RFP stated that the screening of the location would need to meet the zoning requirements of the City.

Mr. Grams believed that the RFP states that the conditions of the RFP would need to be met by July 1<sup>st</sup> and he felt that he could meet that requirement by that date.

Police Chief Katers stated that he based his decision off the information he had available at the time. He believed that the July 1<sup>st</sup> deadline was a clause specific to equipment and not zoning requirements.

Mr. Grams stated that he believed that if he met the screening requirements prior to July 1<sup>st</sup> his application would be complete.

Mayor Strommen stated that she would want to make sure that the business owner is fully aware of all the zoning requirements that would need to be met in order to qualify for the RFP.

Community Development Director Gladhill stated that there are violations on the parcel under the existing lease and sublease and if a contract for services were entered into, those violations would need to be addressed. He noted that multiple vehicles would need to be removed from the property in order to come into compliance.

Bret LeTourneau, Citywide Service, stated that his business recently took over Champlin Towing. He noted that four quality proposals were received and appreciated the position Police Chief Katers was in during his review. He highlighted the prices and noted that they are similar. He stated that his business is the only valid proposal that is housed in Ramsey and asked that the City support a local business.

Councilmember Kuzma questioned if the Ramsey location would be shut down if this contract is not received.

Mr. LeTourneau confirmed that if the Ramsey contract is not received the Ramsey location of his business will be shut down as the business will not have sufficient business to support the cost associated with that site.

Councilmember Shryock stated that Mr. LeTourneau purchased the business in May and is new to this process. She questioned if there was a significant difference in the rates submitted by Champlin Towing previously and through this RFP.

Police Chief Katers stated that there is a difference in the proposal rates from Champlin Towing in the 2013 RFP proposal compared to those received through this proposal.

Mr. LeTourneau stated that there were previously unpaid property taxes and there was a need to increase costs in order to maintain the business.

Phil Collins, Collins Brothers Towing, thanked staff for including his business in this process. He stated that they did service Ramsey for a short time when there had been issues with another company and believed that service went smoothly.

Judy Rolow, NorthStar Towing, appreciated that the City considered their proposal. She stated that NorthStar Towing has been in business in Anoka County for the past 36 years and has serviced Ramsey since 1979. She provided specifics on the amount of storage available and advised that there are qualified drivers and staff that answer phones 24 hours per day through a landline telephone.

Councilmember LeTourneau appreciated the input from the community and the business owners present tonight. He stated that he based his review on price and service, noting that both elements should remain constant. He stated that he also likes to think about local business. He noted that he would be more interested in reviewing some of the issues regarding First Choice and the compliance with the ordinance.

Community Development Director Gladhill stated that there are existing ordinances as Highway 10 businesses are visible. He stated that there is some degree of outside storage allowed and the issue over time is that inoperable vehicles are brought to the site and the site is then not in compliance if they are stored outdoors rather than indoors.

Police Chief Katers stated that the RFP clearly states that the business must meet the applicable zoning rules. He stated that if the site were brought into compliance the application would be viewed as complete.

Councilmember LeTourneau questioned if a variance process could allow the additional outdoor storage of inoperable vehicles.

Community Development Director Gladhill stated that there would not be a variance, or any process, that would allow inoperable vehicles to be stored outdoors in this zoning district.

Mayor Strommen confirmed that there are two issues which make the site noncompliant; the screening and the storage of inoperable vehicles outdoors.

Councilmember Shryock stated that she does not see a statement in the RFP which states that the applicant would have until July 1<sup>st</sup> to meet the requirements. She stated that she often deals with contracts and believes that all requirements should be met by the applicant when submitting a request. She noted that the business also subleases and questioned the ability for the applicant to meet the screening requirements by the July 1<sup>st</sup> deadline, if that exists.

Police Chief Katers stated that the July 1<sup>st</sup> date refers to equipment being available and did not apply to building codes and exterior storage requirements.

Councilmember Riley agreed with the comments from Councilmember LeTourneau. He stated that he is unclear on whether the application considered incomplete would actually be complete. He referenced the price and stated that he would want the answer to whether or not that applicant

meets the requirements of the RFP. He suggested perhaps delaying action until the decision is clear on whether or not the proposal is complete.

Mayor Strommen stated that there was a gray area on the storage space but the issue is that the screening is not met and there is not an extended time provided to meet that criteria.

Community Development Director Gladhill stated that the main concern of Community Development is regarding the outdoor storage of inoperable vehicles and the site is currently not in compliance, whether those vehicles belong to the business that holds the lease or sublease.

Councilmember Kuzma appreciated the input from the applicants and stated that he supports the recommendation from Police Chief Katers and his staff.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to authorize City staff to enter into a two year contract with NorthStar Towing.

Further discussion: Councilmember Shryock stated that although cost is not the only determining factor, it must be considered. She stated that the City has an obligation to not only look out for Ramsey businesses but to also be mindful of the City budget. She stated that based on the information provided, she would support the staff decision which was based off the appropriate factors.

Councilmember Riley stated that he was still unsure that the necessary information was known to determine if all applications were complete. He stated that he was not clear on how the two First Choice sites would work together to meet the criteria.

Councilmember LeTourneau stated that he would also find that information helpful as he has not definitively heard that the applicant has not met the criteria.

Police Chief Katers stated that he made the determination that the criteria of the RFP had not been met when reviewing the proposals. He stated that after speaking with Nowthen city staff, five inoperable vehicles could be stored outdoors at that location, while two indoor spaces would be available at the Ramsey facility. He noted that the RFP required ten outdoor spaces and one indoor space for inoperable vehicles and therefore the criteria have not been met.

Councilmember LeTourneau appreciated the proposal from Citywide and their financial position, but noted that the price of that proposal places that business in the fourth position. He stated that while he would like to support the business, he must ensure that the best price is obtained for residents as well.

Mayor Strommen stated that she wants to ensure that there is a balance between service and price when making this decision and believed that staff should reexamine the RFP process in order to avoid a situation such as this in the future.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Shryock, Johns, LeTourneau, Riley, and Williams. Voting No: None.

**7.02: Introduce Ordinance #15-12 Amending City Code Chapter 10 (Animals) and Section 117-111 (R-1 Residential District) Amending Approval Process for Certain Animals**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Ordinance #15-12 which would revise the approval process for certain animals such as four or more dogs, horses on 1.5 to 2.99 acres, beekeeping, and non-traditional domestic or exotic animals.

Councilmember Kuzma questioned how this would apply to the Game Fair.

Community Development Director Gladhill stated that this would not apply to the Game Fair and that activity would be instead continued to be governed through the transient merchant license.

Mayor Strommen confirmed with staff that the Game Fair issue would come back before the Council in the future for discussion.

Motion by Councilmember Riley, seconded by Councilmember Johns, to introduce Ordinance #15-12 Amending Chapter 10 (Animals) and Chapter 117 (Zoning and Subdivisions) of the Ramsey City Code Amending the Procedure for Approval for Certain Animals and Number of Animals.

Further discussion: Councilmember LeTourneau stated that while streamlining makes sense, he questioned where the streamlining would occur if the item already occurs on the consent agenda of the Council.

Community Development Director explained that the streamlining would occur with the categories of administrative approval and licensing, rather than requiring all applications to go through the Planning Commission as well.

Mayor Strommen stated that the Planning Commission recommended approval and is therefore comfortable with the process.

Councilmember Johns commended staff for this amendment which will reduce costs to residents that wish to keep some of the animals on the list.

Councilmember Shryock questioned when the public would be able to comment on requests.

Community Development Director explained the notification process that would be followed for different types of requests under the ordinance.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Johns, Kuzma, LeTourneau, Shryock, and Williams. Voting No: None.

**7.03: Adopt Ordinance #15-09 Approving Zoning Amendment for Ridgetpoint Located at 6080 Highway 10 NW: Case of Village Bank**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt the ordinance which would give final approval of the zoning amendment for Ridgetpoint, noting that the Council has discussed the process for this item on multiple occasions.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to waive the City Charter requirement to read the Ordinance aloud and to adopt Ordinance #15-09 Amending Section 117-90 “Map” of Chapter 117 of the City Code of Ramsey, Minnesota.

A roll call vote was performed by the Recording Secretary:

Councilmember Johns	aye
Councilmember Kuzma	aye
Councilmember Shryock	aye
Councilmember Riley	aye
Councilmember LeTourneau	aye
Councilmember Williams	aye
Mayor Strommen	aye

Motion carried.

**7.04: Adopt Resolution #15-06-161 Approving Contract with Anoka Conservation District for Stormwater Retrofit Analysis**

City Engineer Westby reviewed the staff report and recommendation to approve the contract with the Anoka Conservation District for completion of a Stormwater Retrofit Analysis within a portion of the City.

Councilmember Kuzma stated that information that will be provided through this analysis will be beneficial to the City when drafting reports that are required in the future.

Councilmember Riley asked for clarification on the difference between the Lower Rum River Water Management Organization (LRRWMO) and the Anoka Conservation District (ACD).

City Engineer Westby provided clarification and noted that the LRRWMO is the regulatory agency for the City while the ACD provides assistance to the City and residents.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to approve adoption of Resolution #15-06-161 Approving Contract with Anoka Conservation District to Complete a Stormwater Retrofit Analysis.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Shryock, Johns, LeTourneau, Riley, and Williams. Voting No: None.

## **7.05: Adopt City of Ramsey Three-Year Strategic Action Plan**

City Administrator Ulrich reviewed the staff report and recommendation to adopt the three year strategic action plan.

Mayor Strommen appreciated the time that staff and the Council have put into developing this plan. She confirmed with staff that the full plan will be posted on the City website for interested individuals to review.

Councilmember Williams stated that it is nice to see that the ideas of the staff and Council are in line.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to adopt the City of Ramsey Three-Year Strategic Action Plan.

Further discussion: Councilmember Riley stated that he will not be supporting this out of principle as he did not agree with the process that was followed to draft the document.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Letourneau, Johns, Kuzma, Shryock, and Williams. Voting No: Councilmember Riley.

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

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Kuzma stated that there is plenty of available parking for the Series at the Draw concerts and encouraged residents to attend.

Mayor Strommen stated that she and Councilmember Shryock will attend the upcoming League of Minnesota Cities conference in Duluth.

## **9. ADJOURNMENT**

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:27 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 Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*