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

The Ramsey City Council conducted a regular meeting on Tuesday, December 12, 2017, 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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Finance Director Diana Lund  
Police Chief Jeff Katers  
Parks and Assistant Public Works Superintendent Mark Riverblood  
Public Works Superintendent Grant Riemer  
Human Resources Manager Colleen Lasher  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby  
City Planner Chris Anderson  
Asst. City Administrator/Economic Development Manager Patrick Brama

**1. CALL TO ORDER**

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:05 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 Johns, seconded by Councilmember LeTourneau, to approve the following items on the Consent Agenda:

- 4.01: Receive Cash and Investments for Period Ending November 30, 2017
- 4.02: Note the Following Boards and Commissions Meeting Minutes
- Economic Development Authority Meeting Minutes dated October 12, 2017
  - Planning Commission Meeting Minutes dated October 12, 2017
  - Park and Recreation Commission Meeting Minutes dated October 12, 2017
  - Environmental Policy Board Meeting Minutes dated October 16, 2017
- 4.03: Schedule Public Hearing to Consider Adoption of 2018-2027 Capital Improvement Plan
- 4.04: Approve Licenses:
- Therapeutic Massage Therapist  
MeiJuan Lu/14037 St. Francis Blvd NW
- 4.05: Approve the following Meeting Minutes:
- 1) City Council Work Session dated November 28, 2017
  - 2) City Council Regular dated November 28, 2017
- 4.06: Approve Rental Licenses
- 4.07: Authorize Work Order from Tierney Brothers for Audio Visual Upgrades to City Hall Meeting Spaces
- 4.08: Authorize Renewal of Master Agreement with OPUS 21 (Utility Billing Provider) for Five Years
- 4.09: Adopt Resolution #17-12-310 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 23, 2017 through December 6, 2017
- 4.10: Adopt Resolution #17-12-314 Establishing Precinct and Polling Locations for 2018 Election Year
- 4.11: Adopt Resolution #17-12-312 to Hire Temporary Ice Rink Attendants
- 4.12: Adopt Resolution #17-12-313 to Hire a Temporary On-Call Snow Plow Driver
- 4.13: Adopt Resolution #17-12-301 Approving Final Payment to AAA Striping Service Company for IP #17-04, Sunwood Drive Striping Improvements
- 4.14: Adopt Resolution #17-12-135 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-03, 2018 Street Overlay Improvements
- 4.15: Adopt Resolution #17-12-311 Accepting Fee Title to Outlot A, Covenant Meadows per the Approved Planned Unit Development (Project No. 2017-102); Case of Brookview Estates, LLC
- 4.16: Report from the Public Works Committee Meeting dated November 21, 2017:
- 1) Consider Recommending City Council Approval of Pedestrian Trail Easement Vacation on Lot 6, Block 3, Wildlife Sanctuary Third Addition – *Ratify the recommendation of the Public Works Committee to not vacate the pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition, but talk with the resident about removing the blacktop with the resident responsible for restoration.*
  - 2) Consider Request for Additional Stop Signs at the Intersection of 163<sup>rd</sup> Avenue/Marble Street – *Ratify the recommendation of the Public Works Committee to not install additional stop signs at this intersection based on the traffic counts and accident history, that speed limits signs be posted in both directions, and the Police Department continue to enforce the 30-mph speed limit in the area in an effort to reduce speeds on 163<sup>rd</sup> Avenue.*

- 3) Consider Public Infrastructure Feasibility Study for The COR – *Ratify the recommendation of the Public Works Committee to authorize the Bolton and Menk work order, not to exceed \$25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR.*
- 4) Consider Recommending City Council Approval of September 2017 Comprehensive Sanitary Sewer Study Update – *Ratify the recommendation of the Public Works Committee to approve the September 2017 Comprehensive Sanitary Sewer Study Update.*
- 5) Consider Recommending City Council Approval of the September 2017 Comprehensive Water System Study Update – *Ratify the recommendation of the Public Works Committee to approve the September 2017 Comprehensive Water System Study Update and ask staff to address the questions raised relating to dead end stubs.*
- 6) Consider Recommending City Council Approval of Municipal State Aid Maintenance Allocation Reduction – *Ratify the recommendation of the Public Works Committee to approve reducing the City of Ramsey’s MSA maintenance allocation from 35% to 25%.*
- 7) Consider the Addition of Street Lights in our Industrial Area – *Ratify the recommendation of the Public Works Committee to approve installation of priority street lights at the following intersections: Ramsey Boulevard/143<sup>rd</sup> Avenue; Jasper Street/143<sup>rd</sup> Avenue; Ebony Street/143<sup>rd</sup> Avenue; Ebony Street/141<sup>st</sup> Avenue; and Azurite Street/144<sup>th</sup> Avenue.*

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

## **5. APPROVE AGENDA**

City Administrator Ulrich requested to move Item 7.10 to be considered as 7.00.

Motion by Councilmember Shryock, seconded by Councilmember Riley, to approve the agenda as amended.

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

## **6. PUBLIC HEARING**

**6.01: Public Hearing to Consider 2018 Levies and General Fund Budget and Adopt Resolution #17-12-302 Adopting the 2017, Payable 2018 Municipal Tax Levy; Adopt Resolution #17-12-303 Adopting the 2018 General Fund Budget and Adopt Resolution #17-12-304 Adopting the 2018 Economic Development Authority (EDA) Budget**

### **Presentation**

Finance Director Lund reviewed the staff report and recommendation to adopt Resolution #17-12-302 adopting the 2017, payable 2018 municipal tax levies in the amount of \$11,374,395.

### **Public Hearing**

Mayor Strommen called the public hearing to order at 7:27 p.m.

### **Citizen Input**

There was none.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to close the public hearing.

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

The public hearing was closed at 7:27 p.m.

### **Council Business**

Councilmember Riley stated that this is the same budget and levy that was voted on earlier this fall. He stated that there was hope that amount would be decreased and asked if there were options reviewed to decrease the levy and budget.

Finance Director Lund stated that staff had reviewed the budget in depth prior to the preliminary adoption of the budget and noted that there were multiple worksessions with the Council to reach the preliminary budget and levy figures with the understanding that those would be the final amounts.

City Administrator Ulrich noted that there were not additional budget cuts made since the preliminary adoption and the figures are reflective of the adoptions made in September.

Councilmember Riley stated that he is disappointed that zero cuts were made to the preliminary figures. He stated that this is an 8.5 percent increase which seems out of line and therefore he will not be supporting this as proposed.

Councilmember LeTourneau stated that it is a fair question that Councilmember Riley asked, noting that Councilmember Riley was not present at the last worksession discussion regarding the budget where the Council delved into the line items to find out the reasoning behind the amounts. He stated that he received feedback from the community and wanted to be aware of the reasons behind requests. He stated that he came to the conclusion that the budget is driven by the growth of the community, which allows the Council to make the appropriate decisions for the community. He stated that there was a discussion regarding the service level the City would be able to provide and that is the test he used, as there were promises made to the community to provide those services and items such as road improvement.

Mayor Strommen offered a different perspective, noting that general metrics of inflation that Councilmember Riley used for comparison do not adequately apply to the City. She stated that as the City continues to grow, there are different expectations on the roads, trail and park maintenance and the City needs to continue to meet those expectations. She stated that the Council considered what is needed to meet that level of service and carefully reviewed the personnel requests that came forward to ensure that each of the added positions address the expectations for service to the community. She stated that the additional parks maintenance worker is related to the increased demands for the parks and the city planner is a direct relation to the number of development applications and permits that continue to be received and the staff needed to review those requests. She stated that she was shocked to find the City Engineer is doing his own administrative work and therefore she sees the need for the administrative assistant for that position to ensure that his time is better spent providing service to the needs of the community. She stated that if the Council has not picked positions that are a need to the community, she would invite those comments from the public.

Councilmember Kuzma stated that there were a number of items mentioned by Mayor Strommen that expressed support for the budget but believed there to be additional items that should be highlighted. He stated that Ramsey is growing and provided further explanation noting that there are additional miles of road that have been added and therefore an additional plow truck was needed to ensure that resident expectations are still met for plowing the roads. He stated that the road repair debt is a major item and the roads need to be fixed. He stated that the City did not address that problem for a number of years and that continues to impact future budgets.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to Adopt Resolution #17-12-302 Adopting the 2017, Payable 2018, Municipal Tax Levy; and Resolution #17-12-303 Adopting the 2018 City of Ramsey General Fund Operating Budget; and Resolution #17-12-304 Adopting the 2018 City of Ramsey Economic Development Authority Fund Budget.

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

## **7. COUNCIL BUSINESS**

### **7.00: Consider Adopting Resolution #17-12-309 Approving a Beekeeping License for the Property Located at 16137 Dysprosium St NW (Project No. 17-154); Case of Kathleen Rosenow (Previously Agenda Item 7.10)**

City Planner Anderson reviewed the staff report and recommendation to adopt Resolution #17-12-309. He noted that the request complies with all standards outlined in Ramsey City Code Section 10-1(f) and all of the immediate neighbors have signed a form stating that they have no objections to the Beekeeping License request.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to Adopt Resolution #17-12-309 Approving a Beekeeping License on a Residential Property Generally Known as 16137 Dysprosium Street NW.

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

**7.01: Consider Adopting Resolution #17-12-305 to Authorize the City's 2018 Non-Union City Health and Dental Insurance Contributions and Cost of Living Adjustments**

Human Resources Manager Lasher reviewed the staff report and recommendation to authorize the non-union City health and dental insurance contributions and the non-union cost of living adjustment.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #17-12-305 to Authorize the City's 2018 Non-Union City Health and Dental Insurance Contributions and Non-Union Cost of Living Adjustments.

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

**7.02: Consider Adopting Resolution #17-12-307 to Hire a City Planner in Community Development**

Human Resources Manager Lasher reviewed the staff report and recommendation to adopt Resolution #17-12-307 to hire Ms. McGuire Brigl as a non-union, exempt employee; as City Planner, effective on or near January 2, 2018.

Motion by Councilmember Johns, seconded by Councilmember LeTourneau, to Adopt Resolution #17-12-307 to Hire a City Planner in Community Development.

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

**7.03: Consider Adopting Resolution #17-12-308 to Hire a Streets Maintenance Worker to Fill a Vacant Position**

Human Resources Manager Lasher reviewed the staff report and recommendation to hire Scott Berscheid as a full-time Public Works Streets Maintenance Worker, effective on or near December 13, 2017.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to Adopt Resolution #17-12-308 to Hire a Streets Maintenance Worker to Fill a Vacant Position.

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

**7.04: Consider Adoption of Resolution #17-12-306 to Approve Increasing the IT Support Technician to Full-Time**

Human Resources Manager Lasher reviewed the staff report and recommendation to increase the IT Support Technician to full-time.

Mayor Strommen noted that these were all positions that were discussed in depth as a part of the budget discussion and simply need to be approved for hiring.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Adopt Resolution #17-12-306 to Approving Increasing the IT Support Technician to Full-Time.

Further discussion: Councilmember LeTourneau stated that this employee has been with the City for a few years and has done an excellent job. He noted that this is a great opportunity to increase his hours and opportunity for a career with the City.

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

**7.05: Consider Approving Contract for Prosecution Legal Services with the Law Firm of Eckberg Lammers**

Police Chief Katers reviewed the staff report and recommendation to formally enter into a contract with the law firm of Eckberg Lammers to provide the criminal prosecution legal services and related services.

Councilmember Kuzma asked for input from the attorneys.

Joe Van Thomme, Eckberg Lammers, stated that they are very excited for the opportunity to work for the City as prosecutors. He stated that Eckberg Lammers has a long history of municipal experience. He stated that he is most excited by their true partnership with communities to meet the needs of their city. He stated that a focus from the Ramsey police department through the RFP was on traffic enforcement. He stated that they attempt to meet the goals of the community comprehensively to reach the desired outcomes for that community. He stated that he is a proud representative of Eckberg Lammers and is excited to work with the City of Ramsey.

Councilmember Riley asked the office location.

Mr. Van Thomme replied that the office is in Stillwater. He noted that they provide representation across five counties and have not had an issue with the distance or different municipalities.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve entering into a contract with the law firm of Eckberg Lammers to provide criminal prosecution services and related services for a term effective January 1, 2018 through December 31, 2021, with renewable options.

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

**7.06: Consider Adopting Ordinance #17-17 Vacating Drainage and Utility Easements on Outlot A, Estates of Silver Oaks (Project No. 17-119); Case of Royal Oaks Realty**

City Planner Anderson reviewed the staff report and recommendation to adopt Ordinance #17-17 vacating the drainage and utility easements over, under, and across Outlot A, Estates of Silver Oaks.

Councilmember Riley asked for clarification on the contingency that could be made and what benefit that would provide.

City Planner Anderson noted that the property is an outlot now and no improvements could be made until a plat is approved and therefore the easements could be vacated as the lot is not currently buildable. He noted that the contingency would make it so that vacation would not go into effect until the Final Plat for the Estates of Silver Oaks 2<sup>nd</sup> Addition is recorded.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-17 Vacating Drainage and Utility Easements on Outlot A, Estates of Silver Oaks, contingent on the recording of the Final Plat for the Estates of Silver Oaks 2<sup>nd</sup> Addition.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

Mayor Strommen thanked staff for their extraordinary efforts to contact the property owner that made public comments at the first reading of the ordinance.

**7.07: Consider Approving COR System Plans: Public Infrastructure Feasibility Study**

Assistant City Administrator/Economic Development Manager Brama reviewed the staff report and recommendation to award the work order to Bolton & Menk based on the record of accomplishment of the company helping City staff successfully with similar projects and the fact that Bolton & Menk has completed several recent projects in The COR and is familiar with The COR. He noted that the Parks Commission will be considering a separate work order, from a landscape architect, to complete concept level planning for the Lake Ramsey area and moving the Bolton & Menk work order forward now will allow both studies (infrastructure and park) to

be completed at the same time, which will allow for communication that will make the plans more cohesive and effective.

Mayor Strommen stated that she appreciates the review by the EDA, but also wanted to ensure that the Planning Commission is also kept in the loop. She recognized that this focuses on economic development but stated that this would also provide an overall benefit to planning.

Councilmember Riley stated that one of the EDA Workplan items was to prepare all City owned land, to the extent possible, to sell and this would remove an unknown.

Motion by Councilmember Riley, seconded by Councilmember Johns, to authorize the Bolton & Menk work order, not to exceed \$25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR.

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

#### **7.08: Consider Approving COR System Plans: Schematic Design for Parks**

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and noted that Bruce Jacobson and LHB have demonstrated effectiveness in working with City staff and the Park and Recreation Commission in developing the *COR Parks + Public Places – Public Realm Framework* document. He noted that the plan has informed, in a favorable way, many aspects of The COR Interim Development Plan. He noted that Mr. Jacobson is intimately familiar with The COR, having worked with the City's staff, Park and Recreation Commission and City Council over the years. He stated that staff is very comfortable recommending the consulting team of Bruce Jacobson and LHB for the work discussed in this case.

Councilmember Kuzma stated that it seemed that there was a proposal for a study that would include a comprehensive study of all the parks and asked how this would be different.

Parks and Assistant Public Works Superintendent Riverblood noted that the overall study looks comprehensively at all the parks and planning for future parks throughout the entire system. He noted that this study would look at the itemized planning for these two parks including elevations and spatial dimensions, and grading for the area.

Councilmember Riley asked if the price was surprising as the cost is \$10,000 higher than the cost for the infrastructure for the entire COR.

Parks and Assistant Public Works Superintendent Riverblood noted that the infrastructure study is more an overall comprehensive study while this will be a more in-depth schematic.

Councilmember Shryock noted that between the two studies this will give the City a better idea of what The COR will be.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to authorize the Schematic Design Proposal (consulting team of Bruce Jacobson and LHB) at a not to exceed cost of \$30,000, with a \$5,000 contingency to complete concept designs and feasibility reports for the two park spaces in The COR.

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

**7.09: Consider Adopting Resolution #17-12-316 Ordering Plans and Specifications for Improvement Project 18-05, Bunker Lake Boulevard and Puma Street Improvements**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-12-316 ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements.

City Administrator Ulrich asked for the exhibit to be displayed for the benefit of the public viewing the meeting.

City Engineer Westby displayed the aerial photograph, identifying the proposed improvement area.

Councilmember Kuzma asked the funding source.

City Engineer Westby replied that TIF and Anoka County HRA funds would be used for the project.

Councilmember Riley asked if those funds would be used for the feasibility report.

City Engineer Westby explained the assessment agreement that was reached, noting that these funding sources (TIF and Anoka County HRA) would be used to cover the City's portion of the funds for both the engineering and construction costs.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to Adopt Resolution #17-12-316 Ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements.

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

**7.10: Consider Adopting Resolution #17-12-309 Approving a Beekeeping License for the Property Located at 16137 Dysprosium St NW (Project No. 17-154); Case of Kathleen Rosenow (Previously Agenda Item 7.10)**

This item was considered as Case 7.00.

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

City Administrator Ulrich announced upcoming meetings and events.

**9. ADJOURNMENT**

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

Motion carried.

The regular meeting of the City Council adjourned at 8:40 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.*