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

The Ramsey City Council conducted a regular meeting on Tuesday, March 27, 2018, 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  
Police Chief Jeff Katers  
Parks and Assistant Public Works Superintendent Mark Riverblood  
Civil Engineer IV Leonard Linton  
Human Resources Manager Colleen Lasher  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby  
City Planner Chris Anderson

**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 Johns, seconded by Councilmember Shryock, to approve the following items on the Consent Agenda:

4.01: Receive February 2018 Financial Reports – General Fund and Enterprise Funds

- 4.02: Note the Following Board and Commissions Meeting Minutes:
- Environmental Policy Board Meeting Minutes dated January 26, 2018
  - Planning Commission Meeting Minutes dated February 1, 2018
  - Park and Recreation Commission Meeting Minutes dated February 8, 2018

- 4.03: Approve the following Meeting Minutes:
- 1) City Council Work Session dated March 13, 2018
  - 2) City Council Regular dated March 13, 2018

- 4.04: Approve Licenses:

Temporary Wine

Church of St. Katherine Drexel/7101 153<sup>rd</sup> Ave NW, Suite G

Peddler/Solicitor/Transient Merchant

Comcast-Brian Holden/6901 Winnetka Ave N, Brooklyn Park

Peddler/Solicitor/Transient Merchant

LeAnn Lambrecht-Edward Jones/2850 Cutters Grove Ave NW, Suite 202, Anoka

Peddler/Solicitor/Transient Merchant

Britos Tacos El Sombrero/6360 Highway 10 NW

- 4.05: Approve Rental Licenses
- 4.06: Approve Lease Agreement 6745 Highway 10, Independent Auto
- 4.07: Adopt Resolution #18-064 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 8, 2018 through March 21, 2018
- 4.08: Adopt Resolution #18-055 Appointing Election Judges for the Special General Election on April 10, 2018

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

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

- 7.01: Consider Adopting Ordinances #18-07 and #18-08 Granting a Zoning Amendment and Easement Vacation as Part of ACE Addition (Project No. 18-100); Case of ACE Solid Waste, Inc.**

City Planner Anderson reviewed the staff report and recommendation of the Planning Commission to approve the Final Plat and Zoning Amendment and noted that staff supports the easement vacation request, contingent upon recording of the Plat.

Mayor Strommen asked if the two motions could be combined into one action or whether separate action should be taken on each.

City Administrator Ulrich recommended acting separately.

Councilmember Kuzma thanked ACE for thinking ahead and planning for the future.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to waive the Charter requirement to read the ordinances aloud and Adopt Ordinance #18-07 Amending Section 117-90 “MAP” of Chapter 117 of the City Code of Ramsey, Minnesota, contingent upon recording of the Final Plat.

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.

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to waive the Charter requirement to read the ordinances aloud and Adopt Ordinance #18-08 Vacating Drainage and Utility Easements and a Street, Trail and Utility Easement on Lot 1, Block 4, Gateway North Industrial Park Plat 2, contingent upon recording of the Final Plat.

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.

## **7.02: Review Draft Comprehensive Plan Update**

Community Development Director Gladhill reviewed the staff report and provided a review of the draft Comprehensive Plan update. He noted that although staff has completed an initial draft of all chapters, not all the chapters are complete and ready to publish for review. He highlighted upcoming dates including an April 9<sup>th</sup> workshop, May 3<sup>rd</sup> Planning Commission meeting, and May 22<sup>nd</sup> City Council meeting.

Councilmember Riley referenced the positive learning environment theme, noting that the City does not and cannot make those type of decisions. He stated that even when the City holds land in anticipation, the decision is heard from another group that a middle school will not go in that location in the near future. He referenced the Rum River crossing, noting that is such a distant second to a Mississippi River crossing that it would only become relevant once a Mississippi River crossing is gained.

Mayor Strommen stated that the Mississippi River crossing would make sense because it would connect to major infrastructure while a Rum River crossing would not do that. She stated that a Rum River crossing would simply split the congestion with an area that is not prepared to handle that additional traffic and therefore suggested removing the Rum River crossing and focusing instead on elements that will help to achieve goals.

Councilmember Kuzma asked if the participants in the Resilient Communities Project (RCP) have contributed to the Comprehensive Plan process.

Community Development Director Gladhill noted that the RCP program has helped to collect necessary data for staff to use in updating the Comprehensive Plan. He stated that staff continues to look for additional opportunities.

Councilmember Shryock stated that she is generally happy with the progress. She noted that there is still time for residents to look at the draft Comprehensive Plan and provide comments.

Community Development Director Gladhill confirmed the consensus of the Council to remove the Rum River crossing from the Plan. He referenced the comment regarding a positive learning environment and noted that while the City does not have control, if this is not in the City's Plan perhaps the School District will not keep that as a focus. He noted that element could be merged more with goals from the Strategic Plan.

Mayor Strommen agreed that planning for schools is under the umbrella for smart citizen focused government and perhaps that would be a better theme for that chapter. She provided additional input on recent conversations between herself, staff, and the School District to plan for the future. She stated that this process has been driven by the Ramsey residents and has led to a quality product. She commended staff and the residents that have participated in this process.

### **7.03: Update on Zoning Verification for Baker White at 6111 Highway 10 NW**

City Planner Anderson reviewed the staff report and provided an update on the property at 6111 Highway 10 NW. He reviewed the available options and noted that the City Attorney recommends that a zoning amendment would need to be processed before permitting the tenant

improvements proposed with the Building Permit Application. He noted that furthermore, a zoning amendment could also assist with addressing the clean room/mixing lab that already exists on the subject property. He asked for feedback from the Council on whether they would possibly support a zoning amendment if submitted by the business owner.

Mayor Strommen confirmed that per the opinion of the City Attorney, issuing the building permit for a use that is not consistent with the zoning is not an option. She noted that an option would be to consider a zoning amendment, if the business owner wished to submit the application.

City Planner Anderson stated that if the zoning amendment is submitted the discussion would be focused solely on this use and not more broadly at this time.

Councilmember Kuzma asked if the light manufacturing duties would be halted while the discussion occurs.

City Planner Anderson stated that he would need further input from the City Attorney as to whether the activity could continue during an expedited timeline or whether the activity would need to halt. He provided additional input on the timeline for an expedited process, which he estimated at about 60 days but could be longer.

Dan Baker, Ramsey resident and business owner of Baker White, stated that he is a small business and time is money. He stated that he is in a competitive business and that timeline would kill his business. He stated that the light manufacturing that they do is extremely light, and he employs people in Ramsey. He stated that if the timeline is 120 days, he cannot wait that long.

Mayor Strommen asked if the business owner is willing to submit the application for a zoning amendment as the City cannot issue a building permit for an activity that is not allowed.

Mr. Baker stated that 60 days would be okay, but he could not go longer than that.

Councilmember Riley stated that there was a question of the applicant applying and asked if that is a potential answer.

City Planner Anderson clarified that the applicant applying for a zoning amendment would be a step towards resolving the issue. He stated that a building permit would not be issued until final action is taken on a zoning text amendment.

Councilmember Riley stated that it sounds like this would be very, very light manufacturing which barely meets the criteria of manufacturing and therefore he would support the use in this instance but would not want to create a manufacturing district.

Mr. Baker stated that they are very light manufacturing and it is almost a technicality. He noted that it would be nice for staff to have some authority to make decisions in an expedited process.

Mayor Strommen stated that a zoning designation would need to go through the Planning Commission but agreed providing flexibility in that zoning district would be helpful.

Councilmember Kuzma stated that he hears that the Council is supportive of this action but noted that it is behooved to the business owner to ensure that the business use is allowed within the district before accepting contracts that they need to fulfil. He stated that while Highway 10 is changing, there needs to be changes to the plans for that district. He noted that the process needs to go through the proper channels.

Mayor Strommen stated that there does seem to be interest in the zoning amendment for this use and the business owner seems agreeable if the timeline stays around 60 days.

City Planner Anderson agreed that this matter could be addressed and could then lead into the longer-term discussion for the district.

**7.04: Consider Adoption of Resolution #18-057 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2018 Street Overlay Improvement, Improvement Project #18-03**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-057 approving plans and specifications and authorizing advertisements for bids for 2018 Street Overlay Improvements, Improvement Project #18-03, and to approve the City paying for all bituminous patching costs.

Councilmember LeTourneau stated that this is the first time he is hearing about the strategy for patching. He asked for additional details on the rating of the road and how repairing sections would be helpful if the subbase is bad.

City Engineer Westby stated that the rating system is somewhat subjective based on visualization. He stated that it is the best judgement of the Public Works Superintendent as to the pavement rating. He provided additional details on different rating systems that other municipalities may use to rate their roadways. He stated that staff is talking about transitioning to another system that would provide a better method of relaying the information. He acknowledged that the City's system is somewhat subjective. He noted that these areas proposed for patching are similar to areas that received overlays in 2015 and are holding up well and therefore staff anticipates similar results.

Councilmember LeTourneau stated that his concern is that it appears that staff is basing their estimation on subjective knowledge.

City Engineer Westby stated that he is basing his estimation off the performance of the roads that have been repaired recently. He noted that the pavement condition varies so much from one segment to another that they are working on visualization. He confirmed that he cannot say that the City will get an additional 15 years out of every road that is overlaid. He stated that until the City has a road that is built to the current road standards, they cannot predict the lifespan of the

roadway. He noted that the patching would remove the full pavement section to the class five and patching that, explaining that the patching section would therefore be the best condition.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to Adopt Resolution #18-057 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2018 Street Overlay Improvements, Improvement Project #18-03, and to approve of the City paying for all bituminous patching costs.

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

**7.05: Consider Adoption of Resolution #18-058 Accepting Bids and Awarding Contract for River's Bend Street Reconstruction, Improvement Project #17-02**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-058 accepting bids and awarding a contract for construction for River's Bend Street Reconstructions, Improvement Project #17-02. He stated that this will allow the project to be constructed in 2018 and will allow for the use of special assessments to pay for up to 25 percent of eligible project costs per the City's Special Assessments Policy.

Councilmember LeTourneau stated that the Council continues to hear the same thing repeatedly for the reconstruction projects regarding the poor subbase and pavement width. He stated that this road is about 30 years old and needs complete reconstruction. He asked if the expectation once this is completed, and continues in the City's maintenance cycle, is that the lifespan would then be 60 years.

City Engineer Westby confirmed that if the road follows the maintenance cycle, he would anticipate 60 years before the road needs to be reconstructed again.

Councilmember LeTourneau noted that this is the condition of the roads throughout the community and therefore this is a huge undertaking that the City has with staggering costs that will be challenging. He stated that eventually the City will emerge on the other side and will be able to run on a maintenance cycle that will save on bonding dollars. He noted that roads are a huge problem in the community.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to Adopt Resolution #18-058 Accepting Bids and Awarding Contract for River's Bend Street Reconstructions, Improvement Project #17-02.

Further discussion: Councilmember LeTourneau confirmed that after this reconstruction is complete, there will not be a section of pavement that is .9 inches thick. City Engineer Westby replied that the pavement would be uniform throughout and would meet the City's design standards. Councilmember Kuzma asked if the .9 depth is due to wear and tear or whether it is from the construction. City Engineer Westby noted that he cannot give an exact answer. He stated that the road most likely was not constructed to .9 inches and most likely incurred damage throughout the years.

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

**7.06: Consider Adoption of Resolution #18-059 Accepting Bids and Awarding Contract for Stanhope Terrace Street Reconstruction, Improvement Project #18-00**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-059 accepting bids and awarding a contract for construction for Stanhope Terrace Street Reconstructions, Improvement Project #18-00. He stated that this will allow the project to be constructed in 2018 and will allow for the use of special assessments to pay for up to 25 percent of eligible project costs per the City's Special Assessments Policy.

Councilmember LeTourneau stated that this is a scope of the project that most residents will continue to feel as the road projects move forward. He stated that while this is the best funding plan that the City has at this time, residents will continue to feel these assessments as the road reconstructions continue.

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to Adopt Resolution #18-059 Accepting Bids and Awarding Contract for Stanhope Terrace Street Reconstructions, Improvement Project #18-00.

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

Civil Engineer IV Linton thanked Councilmember LeTourneau for his observations tonight. He stated that road designs in the past when these roads were constructed in the City were different than the standards today. He acknowledged that the City has a huge challenge in repairing the roads to meet the standards of today.

**7.07: Consider Adoption of Resolution #18-056 Authorizing Preparation of Feasibility Study for COR Infiltration Basin Improvements, Improvement Project #18-09**

Civil Engineer IV Linton reviewed the staff report and recommendation to adopt Resolution #18-056 authorizing preparation of a Feasibility Study for COR Infiltration Improvements, Improvement Project #18-09.

Councilmember Riley asked for details on how this basin will look and maintenance that will occur.

Civil Engineer IV Linton noted that this will be a shallow basin and will be seeded with wild flowers and wet meadow vegetation that can withstand inundation. He noted that staff would maintain and periodic weeding and other maintenance activity. He noted that because the basin is within The COR, staff would want to ensure that this looks good.

Councilmember LeTourneau asked if the purpose of this infiltration basin is to provide a safe method for infiltration into the groundwater outside of the well area, to filter out impurities before entering the water supply.

Civil Engineer IV Linton confirmed that this is the purpose for moving this outside of the ten-year capture zone for the wells. He provided additional data on infiltration requirements through the MS4 permit.

Councilmember LeTourneau asked and received confirmation that this infiltration will also help to reenergize the aquifer.

Councilmember Riley noted that another benefit is that this action consolidates the infiltration requirements to one area rather than providing treatment on each individual site. He noted that the City has already committed to this action through the issuance of LRRWMO permits.

Motion by Councilmember Riley, seconded by Councilmember Johns, to Adopt Resolution #18-056 Ordering a Feasibility Study for COR Infiltration Basin Improvements, Improvement Project #18-09.

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

**7.08: Consider Adoption of Resolution #18-065 Appointing and Re-Appointing Board and Commission Members**

Human Resources Manager Lasher reviewed the staff report and recommendation to appoint Ms. Laura Moore to a four-year term on the Environmental Policy Board; Mr. Shane Bennett to a four-year term on the Park and Recreation Commission; and for Mr. Randy Bauer to a four-year term, Mr. Gary Van Scoy to a four-year term, and Mr. Daniel Onyambu to a one-year term on the Planning Commission.

Councilmember Shryock stated that it is great to have committed Board and Commission members that want to continue to serve as well as the opportunity to interview new candidates. She stated that there have been strong candidates in the past few rounds of interviews and hoped that the City continues to retain the interest of those candidates for other opportunities that arise.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to Adopt Resolution #18-065 Appointing and Re-Appointing Board and Commission Members

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

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

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock thanked all the residents in Ramsey and surrounding communities that participated in the Youth First Mayor's Prayer Breakfast. She stated that it was a great turnout for a great event that supports Youth First, an organization which continues to provide a service to the youth in the community.

Mayor Strommen thanked Councilmember Shryock and the Youth First Board for their planning efforts which made the event a success.

Mayor Strommen stated that she will be resigning her position as Mayor effective May 1<sup>st</sup> because she is relocating outside of Ramsey and unfortunately the job of Mayor is one that you cannot take with you outside of the City. She stated that it has been her honor and pleasure to serve the community with the amazing members of the Council and staff. She stated that the citizens of Ramsey have the community well in hand and there is a bright future ahead. She noted that she is working closely with the Council and staff on the transition and noted that she would like her vacancy to align with the general election. She noted that upon the vacancy, Councilmember LeTourneau will move to the position of Mayor Pro Tem until the general election occurs.

## **9. ADJOURNMENT**

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

Motion carried.

The regular meeting of the City Council adjourned at 9:05 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.*