

TABLE OF CONTENTS

1. CALL TO ORDER 2

2. PRESENTATION..... 2

 2.01: Swearing In Ceremony for Councilmember At-Large Chris Riley, Ward 1
 Councilmember Nadine Heinrich and Ward 3 Councilmember Melody Shryock 2

3. CITIZEN INPUT 2

4. CONSENT AGENDA 2

5. APPROVE AGENDA 4

6. PUBLIC HEARING 4

7. COUNCIL BUSINESS..... 4

 7.01: Consider Adopting Resolution #19-001 for 2019 Council Organization; Resolution
 #19-006 Designating Financial Institutions as Official Depositories of City Funds for 2019;
 Resolution #19-007 Authorizing Signatures for Financial Transactions and Resolution #19-
 008 Designating Bank of the West as Official Financial Institution of the City of Ramsey
 Banking Services for the Year of 2019..... 4

 7.02: Consider Adoption of Resolution #19-012 Accepting Petition Opposing Brookview
 Estates Street Reconstructions, Improvement Project #19-02 5

 7.03: Consider Adoption of Resolution #19-010 to Promote a Community Service Officer to
 Patrol Officer Filling the Current Vacancy..... 6

 7.04: Consider Adoption of Resolution #19-022 to Hire Part-Time Recreational Specialist.. 6

 7.05: Consider Adoption of Resolution #19-018 to Hire a Full-Time Firefighter/Fire
 Inspector..... 7

 7.06: Consider Adoption of Resolution #19-023 Approving Proposed Policy Changes for
 Code Enforcement Program..... 7

8. MAYOR, COUNCIL AND STAFF INPUT 9

9. ADJOURNMENT 9

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

The Ramsey City Council conducted a regular meeting on Tuesday, January 8, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Nadine Heinrich
Councilmember Mark Kuzma
Councilmember Debra Musgrove
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
Administrative Services Director Colleen Lasher
City Clerk Jo Ann Thieling
Community Development Director Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:04 p.m., followed by the Pledge of Allegiance led by Mayor LeTourneau.

2. PRESENTATION

2.01: Swearing in Ceremony for Councilmember At-Large Chris Riley, Ward 1 Councilmember Nadine Heinrich and Ward 3 Councilmember Melody Shryock

City Clerk Thieling administered the Oath of Office to Councilmembers Riley, Heinrich and Shryock.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

- 4.01: Receive November 2018 Financial Reports
- 4.02: Consider Actions to Allow Outside Storage at 6316 Riverdale Drive NW (Project No. 18-155); Case of Rocky Mtn Investments, LLC
 - 1. Introduce Ordinance #19-01 to Rezone Property from R-1 Residential (MUSA) to E-1 Employment
 - 2. Adopt Resolution #19-002 Granting a Conditional Use Permit for Outside Storage as the Principal Use of the Property
 - 3. Adopt Resolution #19-003 Approving a Comprehensive Plan Amendment to Reguide Property from Low Density Residential to Business Park
- 4.03: Approve the following Meeting Minutes:
 - 1) City Council Work Session dated November 27, 2018
 - 2) City Council Regular dated November 27, 2018
 - 3) City Council Work Session dated December 11, 2018
 - 4) City Council Regular dated December 11, 2018
- 4.04: Approve Licenses
- 4.05: Approval of Tuition Reimbursement
- 4.06: Adopt Resolution #19-009 Approving the City of Ramsey 2020 Budget Calendar
- 4.07: Adopt Resolution #19-021 Adopting 2019 Enterprise Fund Budgets
- 4.08: Adopt Resolution #19-016 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 6, 2018 through December 28, 2018
- 4.09: Adopt Resolution #19-019 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 29, 2018 through January 2, 2019
- 4.10: Adopt Resolution #19-013 Authorizing Final Payment to North Valley, Inc. for Improvement Project #17-01, Alpine Drive Reconstruction
- 4.11: Adopt Resolution #19-014 Authorizing Final Payment to North Valley, Inc. for Improvement Project #17-00, Sunwood Drive Reconstruction
- 4.12: Adopt Resolution #19-015 Approving an Extension of Cleanup and Code Enforcement Actions at 17290 Germanium St NW
- 4.13: Adopt Resolution #19-020 to Accept the City Administrator's Annual Performance Review
- 4.14: Adopt Resolution #19-017 to Hire Paid-On-Call Firefighters
- 4.15: Adopt Resolution #19-004 Hiring Temporary Ice Rink Attendants
- 4.16: Report from the Public Works Committee Meeting dated December 18, 2018:
 - 1) Highway 47 Landscaping Project – *Ratify the recommendation of the Public Works Committee to adopt Resolution #19-011 Entering Into Cooperative Agreement with MNDOT for State Trunk Highway 47 Soundwall Landscape Improvements*
 - 2) Consider Recommendation to City Council to Accept Petition Opposing Improvement Project #19-02, Brookview Estates Street Reconstructions – *Ratify the recommendation of the Public Works Committee to accept the petition as valid and direct staff to mail letters to all benefiting property owners to clearly define the*

- project, ramifications of signing the petition and options to withdraw their signature if desired.*
- 3) Review Drainage Concerns at 17290 Germanium Street NW – *Ratify the consensus of the Public Works Committee and Mr. Aberle for Mr. Thomsen to complete the driveway improvements including grading and two eight-inch culverts, and for staff to collect topographic data along Mr. Aberle’s west property line and around and adjacent to his garage and driveway.*
 - 4) Consider Request to Modify Traffic Control at Bunker Lake Boulevard, Puma Street and Rabbit Street Intersection – *Ratify the recommendation of the Public Works Committee to leave the stop signs as is for the time being.*
 - 5) Staff Updates on Improvement Projects and Items of Interest – *City Engineer Westby noted that the January Public Works Committee meeting has been canceled, as there is a conflict with the road funding open house on January 15, 2019.*

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolution #19-001 for 2019 Council Organization; Resolution #19-006 Designating Financial Institutions as Official Depositories of City Funds for 2019; Resolution #19-007 Authorizing Signatures for Financial Transactions and Resolution #19-008 Designating Bank of the West as Official Financial Institution of the City of Ramsey Banking Services for the Year of 2019

City Clerk Thieling reviewed the staff report and recommendation to adopt the resolutions as proposed for 2019. She provided a summary of the additional decisions made by the Council at the worksession earlier tonight, to designate the *Anoka County Union/Herald* as the official newspaper, to appoint Councilmember Riley as Acting Mayor and to appoint Councilmember Heinrich to the Joint Law Enforcement Council in place of City Administrator Ulrich.

Motion by Councilmember Riley, seconded by Councilmember Heinrich, to Adopt Resolution #19-001 for 2019 Council Organization with the changes noted by City Clerk Thieling; Adopt Resolution #19-006 Designating Financial Institutions as Official Depositories of City Funds for

2019; Adopt Resolution #19-007 Authorizing Signatures for Financial Transactions; and Adopt Resolution #19-008 Designating Bank of the West as Official Financial Institution for the City of Ramsey Banking Services for the Year of 2019.

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

7.02: Consider Adoption of Resolution #19-012 Accepting Petition Opposing Brookview Estates Street Reconstructions, Improvement Project #19-02

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #19-012 accepting the petition opposing Brookview Estates Street Reconstructions, Improvement Project #19-02, and directing staff to terminate all work on Improvement Project #19-02 until a valid petition requesting said improvements is received from benefiting property owners, or until the City Council orders said improvements, neither of which shall occur before November 13, 2019.

Councilmember Riley stated that the Public Works Committee directed the letter to be sent out to ensure that all property owners were aware of the project scope and ramifications. He noted that although the Charter states that the project would be stopped for at least one year, the reality is that the project would be stopped for much longer as this will now go to the end of the list. He stated that he does support the request as this is an example of government at work from the residents that have requested the project be stopped.

Councilmember Kuzma asked the amount of time that staff has spent on this project thus far.

City Engineer Westby replied that staff has spent in excess of 100 hours.

Councilmember Kuzma stated that he is saddened that this was a waste of time. He stated that the reality is that the road will continue to deteriorate and the cost to complete the project in the future will be higher.

Councilmember Shryock stated that the City is holding a public session to discuss road funding the following week. She stated that the assessments are high and therefore the Council will be reviewing alternative options for road funding and invited all interested members of the public to attend the meeting on Tuesday, January 15th. She noted that different funding options will be available for review and open discussion with the public.

Mayor LeTourneau stated that one of the largest investments and assets in the community is the road infrastructure and the Council is charged with the maintenance of that asset. He stated that maintenance and repair is the insurance that the asset retains value over time. He stated that these residents have exercised a very viable right to stop the project in their neighborhood. He stated that the City will continue to have discussions on how to maintain that asset without as large of an impact to those directly affected.

Motion by Councilmember Shryock, seconded by Councilmember Heinrich, to Adopt Resolution #19-012 Accepting Petition Opposing Brookview Estates Street Reconstructions, Improvement Project #19-02, and directing staff to terminate all work on Improvement Project #19-02 until a valid petition requesting said improvements is received from benefiting property owners, or until the City Council orders said improvements, neither of which shall occur before November 13, 2019.

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

7.03: Consider Adoption of Resolution #19-010 to Promote a Community Service Officer to Patrol Officer Filling the Current Vacancy

Administrative Services Director Lasher reviewed the staff report and recommendation to promote Mr. Aaron Pipenhagen to a full-time Patrol Officer, effective on or near January 9, 2019, at step 1 of the 2019 wage scale.

Councilmember Kuzma stated that having the community service program is working to the benefit of the City.

Motion by Councilmember Kuzma, seconded by Councilmember Musgrove, to Adopt Resolution #19-010 to Promote a Community Service Officer to Patrol Officer Filling the Current Vacancy.

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

7.04: Consider Adoption of Resolution #19-022 to Hire Part-Time Recreational Specialist

Administrative Services Director Lasher reviewed the staff report and recommendation to hire Ms. Heather Mohr as the City's new part-time Recreation Specialist, effective on or near January 9, 2019 at step 1 of the 2019 wage scale.

Councilmember Heinrich asked when the City first started hiring interns to fulfill the six job duties listed for this position.

Parks and Assistant Public Works Superintendent Riverblood provided additional background information, stating that the City has used interns for many aspects for many years. He noted that in 2014, the goal was to create a diverse and robust system of recreation offerings for the community and an intern was hired to develop that program. He provided background information on how that process evolved to up to three interns, noting that it became inefficient because of the training needed and the repeat of that with each intern that was hired for the season. He stated that staff intends to bring back an opportunity to discuss recreation programming with the Council at a worksession in March.

Councilmember Heinrich asked whether the City has looked at whether other current positions could fulfill these duties.

Parks and Assistant Public Works Superintendent Riverblood stated that staff does scrutinize all opportunities within existing staff before considering adding additional staff, even if the position is budget neutral. He stated that during the budget discussions that occurred this past summer and fall it was noted that if this position was not approved, staff recommended pulling back significantly on all recreational programming because the existing staff was already at capacity. He stated that no staff member would be able to take on all the duties of this position. He stated that even the summer concerts series is a large amount of work beyond the day of the event. He stated that the duties span beyond the summer season and that is the problem with using interns.

Councilmember Shryock stated that this is another example of the City hiring from within to grow the organization.

Motion by Councilmember Shryock, seconded by Councilmember Kuzma, to Adopt Resolution #19-022 to Hire a Part-Time Recreation Specialist.

Further discussion: Parks and Assistant Public Works Superintendent Riverblood stated that the very best part of interviewing Ms. Mohr is that she worked as an Administrative Intern and stepped in to the Happy Days Festival when Mr. Brama left the City. He noted that she also grew up in Ramsey and is happy to be contributing to the community.

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

7.05: Consider Adoption of Resolution #19-018 to Hire a Full-Time Firefighter/Fire Inspector

Administrative Services Director Lasher reviewed the staff report and recommendation to hire Mr. Chris Weiss as a Firefighter/Fire Inspector, effective on or near February 4, 2019, at step 1 of the 2019 wage scale with a credit of eight days of vacation.

Motion by Councilmember Heinrich, seconded by Councilmember Kuzma, to Adopt Resolution #19-018 to Hire a Full-Time Firefighter/Fire Inspector.

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

7.06: Consider Adoption of Resolution #19-023 Approving Proposed Policy Changes for Code Enforcement Program

Community Development Director Gladhill reviewed the staff report and recommendation, based on previous City Council discussion and direction, to adopt the resolution approving the proposed changes for the Code Enforcement Program. He stated that he would still want input from the Council on two issues. He noted that the Lower Rum River Water Management

Organization (LRRWMO) has asked for more proactive enforcement along the two rivers in the community. He stated that he would also like input as to whether there should be more proactive enforcement along Highways 10 and 47.

Councilmember Kuzma stated that he has been a member of the LRRWMO. He explained that the Board alternates floating down the Rum and Mississippi and notes violations that are seen during that float. He stated that letters are then sent to the homeowners to address those violations. He stated that the Rum River is designated as Wild and Scenic and therefore violations should be addressed promptly.

Councilmember Riley agreed that the City has an obligation to be proactive on the river enforcement for building and erosion issues. He stated that he does not have an objection to the signs on 47, as they are important for the business community.

Councilmember Heinrich stated that she has not heard that residents are concerned with the signs along 47 and that residents are more concerned with the violations of City Code.

Councilmember Musgrove asked if the staff have received comments on the signs. She stated that she has not received complaints about the signs.

Community Development Director Gladhill noted that the sign was simply an example of a violation along 47. He stated that there are other violations along 47. He stated that staff would remain complaint based in residential areas. He stated that there has been discussion as to whether the City should be more proactive along the highway corridors. He acknowledged that perhaps that item should be further discussed at a future time.

Councilmember Shryock asked if a formal complaint has to be received or whether the violation could be noted by staff when driving around or noted by Council when driving around.

Community Development Director Gladhill noted that staff is responding to formal complaints for nuisance issues. He noted that there are some building or health violations that would be addressed if seen by staff.

Councilmember Shryock stated that she would then not favor looking at proactive enforcement along the highway corridors based on the current complaint-based system. She noted that there are other methods the City is currently utilizing on those corridors to bring violation properties into compliance.

Councilmember Riley stated that the Council has given direction previously that there is a perception problem on the Highway 10 corridor and that it would like that corridor cleaned up. He stated that direction has been given to improve the corridor in that manner in the past.

Councilmember Shryock stated that fines and follow up would refer to complaints.

Community Development Director Gladhill stated that it would seem beneficial to revisit this topic in more detail at a future worksession or strategic planning session.

Mayor LeTourneau agreed that it would be helpful to discuss that topic in further discussion at a future worksession.

Councilmember Heinrich stated that perhaps the waterways and roadways could be separated as it appears that there are opposing views on those topics.

Community Development Director Gladhill stated that he did confirm consensus that the Council would support proactive enforcement along the Mississippi and Rum Rivers and noted that the resolution does break the roadways and waterways apart.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #19-023 Approving Policy Changes to the City's Code Enforcement Program with direction to authorize proactive enforcement along the rivers and postpone a decision on proactive enforcement for the highway corridors.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Mayor LeTourneau recognized a guest in attendance tonight and invited him to come forward, Minnesota House Representative John Heinrich.

Representative John Heinrich congratulated the newly sworn in Councilmembers tonight. He stated that he was sworn in today at the State Capital and provided an update of the day's activity. He stated that he is happy to serve the community well. He stated that he is in Office 211 and invited anyone to reach out to him. He stated that a Ramsey and Anoka day will be hosted at the Capital on February 18th.

Mayor LeTourneau thanked Representative Heinrich for his service and looks forward to working with him in the future.

Mayor LeTourneau reported that on Tuesday, December 11th, the Council held the annual performance review of the City Administrator and found that his performance meets expectations and could be accepted and formally adopted at the January 8, 2019 meeting. He noted that was adopted as part of the Consent Agenda.

9. ADJOURNMENT

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:26 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.