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

The Ramsey City Council conducted a regular meeting on Tuesday, May 14, 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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Police Chief Jeff Katers  
Parks and Assistant Public Works Superintendent Mark Riverblood  
Public Works Superintendent Grant Riemer  
Civil Engineer IV Leonard Linton  
Administrative Services Director Colleen Lasher  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby  
City Attorney Shafer

**1. CALL TO ORDER**

Mayor LeTourneau 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 LeTourneau.

**2. PRESENTATION**

**2.01: Summary of the 2018-2019 Snow Removal Season**

Public Works Superintendent Riemer provided a summary of the 2018-2019 maintenance events, noting that a new record was set with 17 full-scale plowing events and 22 minor events. He noted that nine of the full-scale events occurred in February. He reported a total of 72 inches of snow for the season and the largest snowfall event was nine inches. He reviewed the available staffing for snow events. He provided the rough estimates for the cost of snowplowing. He highlighted areas of concern from residents that included clearing skating rinks, snow removal on trails/sidewalks, clearing fire hydrants, and start times.

Councilmember Riley stated that he sometimes hears the comment that the City should buy more trucks and hire more staff.

Public Works Superintendent Riemer replied that the cost for a plow truck is about \$200,000 and an additional employee would have a cost of about \$100,000 per year with salary and benefits. He stated that staff attempts to keep plowing within eight hours. He noted that when additional roadway is added in the city, it adds to the plowing time.

Mayor LeTourneau stated that he had conversations with a few residents this winter about snow plowing. He stated that there were several large snow events this year, which were not typical, and caused delays. He appreciated the efforts of the public works department to keep the city open and safe.

## **2.02: Proclamation Recognizing May 19<sup>th</sup> – 25<sup>th</sup> as *National Public Works Week***

Mayor LeTourneau stated that the American Public Works Association is sponsoring its 59<sup>th</sup> annual *National Public Works Week* and has forwarded a proclamation to be acted upon by the City of Ramsey. He read the proclamation aloud recognizing May 19-25, 2019 as *National Public Works Week*.

## **3. CITIZEN INPUT**

Ronald Patton Jr., 16321 Jaspar St, stated that he has had a few incidents that could have been eliminated with body cameras on police officers. He stated that body cameras take so much of the guessing out of the equation. He stated that mental health issues are on the rise and noted that he has a pamphlet of information to provide to the Council detailing incidents. He stated that Ramsey has had an Officer involved shooting, that was investigated by the BCA. He stated that Police Chief Katers cannot do and see everything going on in the city. He stated that the body cameras take the guessing out of the prosecution.

Mayor LeTourneau stated that he has known Mr. Patton for many years and the information he has provided helps the Council in making decisions. He stated that the Council will review the issue of body cameras. He noted that two years ago, the case was reviewed, and the decision was made not to use body cameras but believed that this could be a good time to revisit the topic.

## **4. CONSENT AGENDA**

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

- 4.01: Receive Cash and Investments for Period Ending April 30, 2019
- 4.02: Consider Multiple Actions for a Proposed Expansion at 6601 McKinley St NW (Project No. 19-106): Case of ACE Solid Waste, Inc.
  - 1) Adopt Resolution #19-082 Approving Amended Conditional Use Permit
  - 2) Adopt Resolution #19-083 Approving Site Plan and Development Agreement
- 4.03: Approve the following Meeting Minutes:
  - 1) City Council Work Session dated April 23, 2019
  - 2) City Council Regular dated April 23, 2019

- 4.04: Approve Licenses
- 4.05: Approve JPA with the City of Blaine for Police Officer Staffing at PGA Tournament
- 4.06: Adopt Resolution #19-112 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 18, 2019 through May 8, 2019
- 4.07: Adopt Resolution #19-068 and #19-109 Approving Development Agreement for Green Valley Greenhouse and Accepting Related Conservation and Trail Easement
- 4.08: Adopt Resolution #19-118 Approving Enforcement Process for 5751 177<sup>th</sup> Avenue NW; Case of Tracer Landscape and Concrete
- 4.09: Report from the Public Works Committee Meeting dated April 16, 2019:
  - 1) Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09 – *Ratify the recommendation of the Public Works Committee to approve the Plans and Specifications and authorization to advertise for bids for The COR Infiltration Basin Improvements, Improvement Project #18-09. This is being presented as a separate case on tonight's agenda.*
  - 2) Wellhead Protection Plan Part 2 Amendment Process Update – *Ratify the consensus of the Public Works Committee to proceed with entering into the agreement with Barr Engineering.*

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

## 5. APPROVE AGENDA

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

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

## 6. PUBLIC HEARING

None.

## 7. COUNCIL BUSINESS

### 7.01: Adopt Resolution #19-114 Accepting Bids and Awarding Contract for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #19-114 accepting bids and awarding a contract for construction for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions, to Omann Contracting Companies Inc., in the amount of \$304,916.53. This will allow the project to be constructed in 2019 and will allow for the use of special assessments to pay up to 25 percent of eligible project costs per

the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessment Policy, and Minnesota Statute Chapter 429.

Councilmember Riley referenced the unexpended funds and asked if those are a result of this being the end of a five-year cycle.

City Engineer Westby explained that the project costs have been coming in under the budgeted amounts, which has helped to accumulate the unexpended funds. He stated that there were unspent funds in 2013, which were dedicated to future road projects.

Councilmember Riley referenced the electronic bidding process. He noted that he did not see some of the same names that the City typically sees and asked if the new process was a factor.

City Engineer Westby stated that the City typically issues projects for bids in March and this year that process was delayed. He noted that the typical bidders could have already been booked with projects at this time. He noted that the contractors that bid on this project have bid on other projects for Ramsey in the past.

Councilmember Heinrich stated that she would support omitting the \$6,500 for the consultation report and instead applying that to the proposed assessment rate. She believed that to be a good use of the funds.

Mayor LeTourneau noted that there is an aspect of the bid that would include doing that study, and therefore if that study is not done there would not be an expenditure for that item. He stated that if that \$6,500 was not applied towards the assessments and was not used for the study, the project budget would actually decrease by that amount. He stated that it could then potentially set a precedent and asked if this has been done in other neighborhoods.

City Engineer Westby replied that this would be the first time in his time with Ramsey.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to Adopt Resolution #19-114 Accepting Bids and Awarding the Contract for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

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

**7.02: Adopt Resolution #19-113 Accepting Bids and Awarding Contract for Improvement Project #19-01, Ford Brook Estates Street Reconstructions**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #19-113 accepting bids and awarding a contract for construction for Improvement Project #19-01, Ford Brook Estates Street Reconstructions, to Asphalt Surface Technologies for the base bid plus alternate bid in the amount of \$262,503.25. This will allow the project to be constructed in 2019 and will allow for the use of special assessments to pay up to 25 percent of eligible project costs

per the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessment Policy, and Minnesota Statute Chapter 429.

Councilmember Kuzma asked what would happen if the residents object to the assessment once the project is complete, if the study is not done, specifically whether that appraisal report would then be an additional expense.

City Engineer Westby stated that if an objection is filed there is a process to be followed. He stated that in this case there would not be an appraisal report. He stated that the assessment that was adopted in November is reasonable and comparable to previous projects and therefore he did not foresee any issues if the assessments remain at \$4,500 or below. He stated that if needed, a single property appraisal could be done but did not anticipate needing that unless a large assessment is proposed.

Councilmember Musgrove asked the benefit to action two, noting that the School District could then say that they would not drop off children.

City Engineer Westby confirmed that the cul-de-sac would not need to be reconstructed but the School District would then be forced to find an alternate route.

Councilmember Musgrove stated that she would support action one as that would support future home sales and safety for children in the neighborhood.

Councilmember Heinrich stated that this case would also forgo completion of the special benefit appraisal study and that cost savings would be credited towards the proposed assessment amount for homeowners.

City Engineer Westby stated that the assessments proposed in November would have been \$3,919 but the bids were higher than anticipated. He noted that the proposed assessment amount then increased to \$6,600. He stated that because a similar project had an assessment of \$4,500, he would recommend keeping the assessment at \$4,500 rather than increasing from \$3,919 to \$6,600.

Mayor LeTourneau asked if in the past the City has made adjustments to an assessment that ended up coming in higher than anticipated.

City Engineer Westby stated that has not happened in the past. He stated that the bids came in higher than anticipated and therefore staff would lean towards assessing a lesser amount than the \$6,600, as the originally proposed assessment amount was \$3,919.

Mayor LeTourneau stated that he would not want to make a decision on the assessment amount at this time, noting that the issue could set precedent in the future. He noted that a discussion could be had in the future but would not want to make a commitment at this time.

Lisa Monsrude, 5725 180<sup>th</sup> Ln NW, stated that her children catch the bus and hoped that the City would widen the cul-de-sac in conjunction with this project.

Councilmember Heinrich thanked the resident for attending and voicing her opinion.

Motion by Councilmember Heinrich, seconded by Councilmember Musgrove, to Adopt Resolution #19-113 Accepting Bids and Awarding Contract for Improvement Project #19-01, Ford Brook Estates Street Reconstruction.

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

**7.03: Adopt Resolution #19-115 Approving Plans and Specifications and Authorizing Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09**

Civil Engineer IV Linton reviewed the staff report and recommendation to adopt Resolution #19-115 approving plans and specifications and authorizing advertisements for bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Councilmember Kuzma stated that this has been a long time coming.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-115 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #18-09, COR Infiltration Basin Improvements.

Further discussion: Councilmember Musgrove asked if this location has been planned in anticipation of the Highway 10 project. Civil Engineer IV Linton stated that this would be west of the railroad tracks at Ramsey Boulevard and confirmed that this would not be a conflict.

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

**7.04: Adopt Resolution #19-116 Accepting Business Subsidy Request Application and Calling for a Public Hearing; Case of SLP EX, LLC and AMP EX, LLC (Delta Mod Tech)**

Community Development Director Gladhill reviewed the staff report and stated that staff is comfortable accepting the business subsidy request application and believes this request needs to be underwritten and checked against the policies. Staff believes the request made by the developer appears to be reasonable for the City to further consider from a preliminary high-level perspective. He noted that the EDA reviewed the case on April 11, 2019 and was supportive of accepting the application and calling for a public hearing. He recommended adoption of Resolution #19-116 calling for a public hearing by the City Council on the proposed adoption of a modification to the development program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 17: Delta ModTech therein and adoption of the Tax Increment Financing Plan.

Mayor LeTourneau provided an opportunity for someone from the business to provide information.

Toby Fuerst, CFO Delta ModTech, provided background information on the company noting that the company has been in business for over 40 years and designs equipment that manufactures many things used on a daily basis. He stated that there has been steady growth throughout the past 40 years and is now at 125 employees and has maximized what can be done at their existing location. He stated that Ramsey was an attractive location and the City was responsive to their questions. He stated that they are excited about the opportunity and have long-term plans to keep the business running and growing.

Councilmember Musgrove asked if this would bring the Coon Rapids employees to Ramsey or whether this would be a second location.

Mr. Fuerst replied that they would bring all the employees to Ramsey in one building that would create more efficiency and a continued opportunity for growth.

Councilmember Kuzma stated that the EDA reviewed this project and are in support. He stated that this business would be relocating to Ramsey, building a large facility and would bring additional jobs to the community.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-116 Calling for a Public Hearing by the City Council on the Proposed Adoption of a Modification to the Development Program for Development District No. 1 and the Proposed Establishment of Tax Increment Financing District No. 17: Delta ModTech Therein and the Adoption of the Tax Increment Financing Plan Therefore.

Further discussion: Councilmember Heinrich referenced the nine years the TIF District would function and asked if that is because the business only anticipates needing that financing for nine years. Community Development Director Gladhill explained that this would be an economic development TIF district and therefore the maximum amount of time allowed by statute would be nine years. Councilmember Musgrove stated that she does not see the district area for number 17 and asked for additional details. Community Development Director Gladhill noted that the plat is shown on the screen and stated that the TIF district would follow the parcel boundary for Lot 1, Block 1. City Administrator Ulrich commented that the nine years is the maximum length of time, but the district could expire prior to that time.

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

#### **7.05: Adopt Resolution #19-117 Hiring a Patrol Officer**

Administrative Services Director Lasher reviewed the staff report and recommendation to hire Mr. Jordan England as the Police Department's newest Patrol Officer effective on or near June 5, 2019, at step 1 of the 2019 pay scale.



Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to Adopt Resolution #19-117 to Hire a Patrol Officer.

Further discussion: Councilmember Riley stated that this position was accounted for in the 2019 budget. He stated that staffing was an issue in the budget. He stated that he would support this but would not support future asks if the reasoning is that the item was included in the 2019 budget that he did not support.

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

#### **7.06: Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers**

Administrative Services Director Lasher reviewed the staff report and recommendation to hire the following Seasonal Public Works Maintenance Workers on or near the dates listed: Tanner McIntire-Linder, effective May 13, 2019; Mitchell Barr, effective May 14, 2019; Bradley Beaver, effective May 15, 2019; Gunner Ledin, effective May 15, 2019; Carter Perry, effective May 20, 2019; and Nathaniel Gfroerer, effective June 10, 2019.

Councilmember Heinrich asked for clarification on the total number of seasonal employees.

Administrative Services Director Lasher stated that there are six seasonal employees listed here and anticipated an additional four to six seasonal employees, depending upon the recruitment process and budget, in addition to the two, seven-month seasonal employees.

Councilmember Riley stated that it is a good deal for the City to get additional staff during the summer when additional staff is needed, without the cost of benefits.

Motion by Councilmember Riley, seconded by Councilmember Heinrich, to Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers.

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

#### **7.07: Adopt Resolution #19-110 Hiring Engineering Interns**

Administrative Services Director Lasher reviewed the staff report and recommendation to hire Skye Feist, effective on or near May 20, 2019 and Kody Wilhelmi, effective on or near June 3, 2019.

Councilmember Musgrove asked if the interns have an interest in engineering.

Administrative Services Director Lasher confirmed that the engineering interns would preferably be current students, potentially in their senior year, or recent graduates looking for experience. Having studied in the areas of civil engineering, engineering and technology or related degrees would be required.

Councilmember Heinrich noted that in the worksession, the Council heard about the staffing need, specifically for engineering, based on an early retirement. She stated that the interns will be able to help with the workload the department is experiencing.

Motion by Councilmember Heinrich, seconded by Councilmember Kuzma, to Adopt Resolution #19-110 Hiring Engineering Interns.

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

**7.08: Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker**

Administrative Services Director Lasher reviewed the staff report and recommendation to promote Shane Turner, a current Streets Maintenance Worker, to Lead Streets Maintenance Workers, at step 4 of the Lead Streets Maintenance Worker wage scale, effective June 1, 2019.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker.

Further discussion: Mayor LeTourneau stated that it was great that this position could be filled internally, providing an opportunity for advancement to existing staff.

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

**7.09: Closed Session Pursuant to Section 13D.05 and the Attorney-Client Privilege**

City Administrator Ulrich stated that this item is to review pending or threatened litigation and in order to consider this information the Council must meet with its attorney to discuss the potential litigation. He stated that the matter is related to a former employee and the Council will be discussing the City's legal position and strategy.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to recess the meeting to Closed Session at 8:45 p.m.

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

The meeting reconvened to Open Session at 9:15 p.m.

City Attorney Shafer stated that the Council discussed the possibility of adopting a settlement agreement and asked the Council to consider a motion that would be contingent upon the

settlement agreement being accepted by AFSCME and that would then approve the settlement agreement and rescind the motion made at the previous special meeting.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to approve the settlement agreement and rescind the motion made at the previous special meeting, contingent upon the settlement agreement being accepted by AFSCME.

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

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

City Administrator Ulrich announced upcoming meetings and events.

Community Development Director Gladhill stated that the previous Building Official submitted his retirement a few months ago and one of the tasks that needed to be filled was septic review and inspections. He stated that the Council approved the use of Anoka County for that service. He stated that because of increased requests, it became clear that Anoka County could not handle the load. He stated that the City was able to work with the existing contractor, who shuffled some staff to handle the necessary workload, and the item was budget neutral. He noted that there was a gap in service, but staff is committed to catching up and has been in contact with the applicants as well. He stated that the current Building Official is working on obtaining the necessary certification to complete septic inspections. He noted that this is a trend across the metro municipalities in finding it difficult to find a good candidate that also hold the necessary certification for septic inspections and the issue is not unique to Ramsey.

## **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 9:18 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Administrative Assistant

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*

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

The Ramsey City Council conducted a Closed Session on Tuesday, May 14, 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

Members Absent: None

Also Present: City Administrator Kurt Ulrich  
Administrative Services Director Colleen Lasher

**1. CALL TO ORDER**

Mayor LeTourneau called the Closed Session of the City Council to order at 8:45 p.m.

**2. COUNCIL BUSINESS**

**2.01: Closed Session Pursuant to Section 13D.05 and the Attorney-Client Privilege**

City Administrator Ulrich stated that the purpose of the closed session is to review pending or threatened litigation. In order to consider this information the Council must meet with its attorney to discuss the potential litigation. He stated that the matter is related to a former employee and the Council will be discussing the City's legal position and strategy.

**3. ADJOURNMENT**

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to adjourn the Closed Session.

Motion carried.

The Closed Session was adjourned at 9:15 p.m.

Respectfully submitted,

---

Kurtis G. Ulrich

City Administrator

ATTEST:

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Katie M. Schmidt  
Administrative Assistant

Draft by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*