

City of Ramsey
Agenda
City Council Work Session
Tuesday, July 23, 2019
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Topics for Discussion**
 1. Receive Update on 15415 St Francis Blvd NW Code Enforcement Case (Case of Ken's Repair and Sales)
 2. Discuss Temporary Outdoor Membrane Structures
 3. Receive Update on Public Water Supply and Manganese Levels
 4. Receive Staff Update on Future Anoka County Highway Improvement Projects in the City of Ramsey
- 3. Topics for Future Discussion**
 1. Review Future Topics/Calendar
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

Meeting Date: 07/23/2019

Information

Title:

Receive Update on 15415 St Francis Blvd NW Code Enforcement Case (Case of Ken's Repair and Sales)

Purpose/Background:

The purpose of this case is to provide City Council with an update on the active code enforcement case related to Ken's Repair and Sales. Staff does want to recognize that the property owner has completed considerable clean up on the property since this case was most recently pursued and has been a willing participant with the process. Staff is now looking to work towards certain broad policy direction on the code enforcement case in order to formulate final action plans.

The intent of this case is to seek broad policy direction on each of these key topics. Generally speaking, these topics represent an area where the Owner desires to keep the site in its current condition. For privacy reasons, photos of inspections are not included in this case. However, Staff will present these photos at the meeting.

Staff conducted a site visit with the property owner on June 6th to inventory vehicles currently on site and gain a better grasp on conditions of the property. In addition to the June 6th meeting, City Staff had a follow up meeting with representatives from Ken's Repair and Sales on Thursday, July 11th to discuss next steps as it relates to the open code enforcement case.

Based on the site inspection and follow up meeting with Kens Repair and Sales, Staff has outlined a number of aspects of the case that require direction from the City Council which include the following:

1. Outdoor storage on "The Hill".

Currently there are both personal and business related vehicles being parked on the area known as "The Hill". Representatives from Ken's appear willing to relocate the business related vehicles with are the white box trucks currently parked on the hill to behind the barn to reduce the amount of visible outdoor storage. They would like to continue to store personal vehicles including a truck/trailer in that area for maneuverability reasons. Staff believes this is a reasonable request but seeks City Council policy direction on how to proceed. Staff would recommend that a gravel driveway and parking pad be installed for parking and storage areas of motor vehicles.

Does City Council agree with the above proposal related to outdoor storage on 'The Hill'? If not, what revisions to the action plan would City Council desire to see made? Note - depending on the alternative, additional zoning amendments may be necessary.

2. Outdoor Storage in "the Wetland Area".

Staff documented a number of inoperable vehicles being parked in the low area behind the barns. Staff has concerns regarding the number of inoperable vehicles and their proximity to area wetlands/water bodies and their potential to cause contamination. Staff would recommend that all inoperable vehicles be removed from this area. Staff does recognizing that the repair of vehicles is important to the current business,

Does City Council agree with the above staff recommendation related to outdoor storage in this area? If not, what revisions would City Council desire to see made? Note - depending on the alternative, additional zoning amendments may be necessary.

3. Inoperable Vehicles.

City Code defines "inoperable vehicle" as follows:

Inoperable vehicle means any motor *vehicle* which cannot meet all of the following criteria:

- (1) The *vehicle* must be able to be driven or propelled under its own power upon demand in its existing condition; and
- (2) The *vehicle* must be able to be driven or propelled under its own power in a safe manner and not be wrecked, junked, or dismantled at the time of inspection and/or abatement; and
- (3) The *vehicle* must have current license plates and tabs; and
- (4) The *vehicle* must have current proof of liability insurance, as required by state law.

City Code allows for one (1) inoperable vehicle to be located on a property. Recognizing that the property is used for automobile repair in addition to sales Staff would like City Council to provide direction as to whether or not to grant the property additional inoperable vehicles and if so, the number and appropriate location of inoperable vehicles that could be on the property at any one time.

Staff is seeking direction from the City Council as to the number of inoperable vehicles that should be permitted on the property and the location in which those vehicles should be stored.

4. Utilization of an RV as livable space.

Currently the property has an RV parked in the rear yard behind the barn. This RV is used by a family member as livable space and as an area to find quiet as the family member is a veteran that suffers from PTSD. A deck has been added to the RV to provide for additional space adjacent to the RV, making it more of a permanent fixture. The RV does not have current license and registration. Representatives from Ken's Repair and Sales indicated that the RV is not used for sleeping quarters and is not hooked up to water or septic and is only used as hang out space. The same family member provides grounds keeping maintenance of the property

It appears that we have sufficient grounds to require removal of the RV in its current state/use (City Attorney Opinion coming soon). However, Staff would like direction from the City Council as to how Staff should approach the RV going forward.

Council should provide policy direction to Staff as to how it would like to see the RV handled going forward. Based on that direction Staff can outline appropriate next steps.

5. U-Haul Dealership on the Property

Currently the property is used as a U-Haul franchise location. Staff does not believe the U-Haul business is protected by the lawful-non conforming rights of the property. The use of the property as a dealership has resulted in U-Haul trucks/trailers being stored on the property.

Does the City Council desire to see the U-Haul business continue from the property? If so, Staff will work with the property owner on appropriate applications.

Timeframe:

Staff is actively working with representatives from Ken's Repair and Sales and desires to gain final resolution prior to the end of 2019 when winter weather conditions will make code enforcement difficult.

Funding Source:

Staff is handling this case as part of it's normal duties.

Responsible Party(ies):

Community Development Director

Outcome:

City Council should provide direction to City Staff on each of the five identified areas so that Staff can move forward with Ken's Repair and Sales towards a final resolution. In the future a formal resolution will be brought before the City Council as to the expectations for the operation of Ken's Repair and Sales going forward.

Attachments

Kens Repair and Sales Site Bubble Diagram

Form Review

Inbox

Tim Gladhill

Tim Gladhill

Kurt Ulrich

Form Started By: Eric Maass

Final Approval Date: 07/18/2019

Reviewed By

Tim Gladhill

Tim Gladhill

Kathy Schmitz

Date

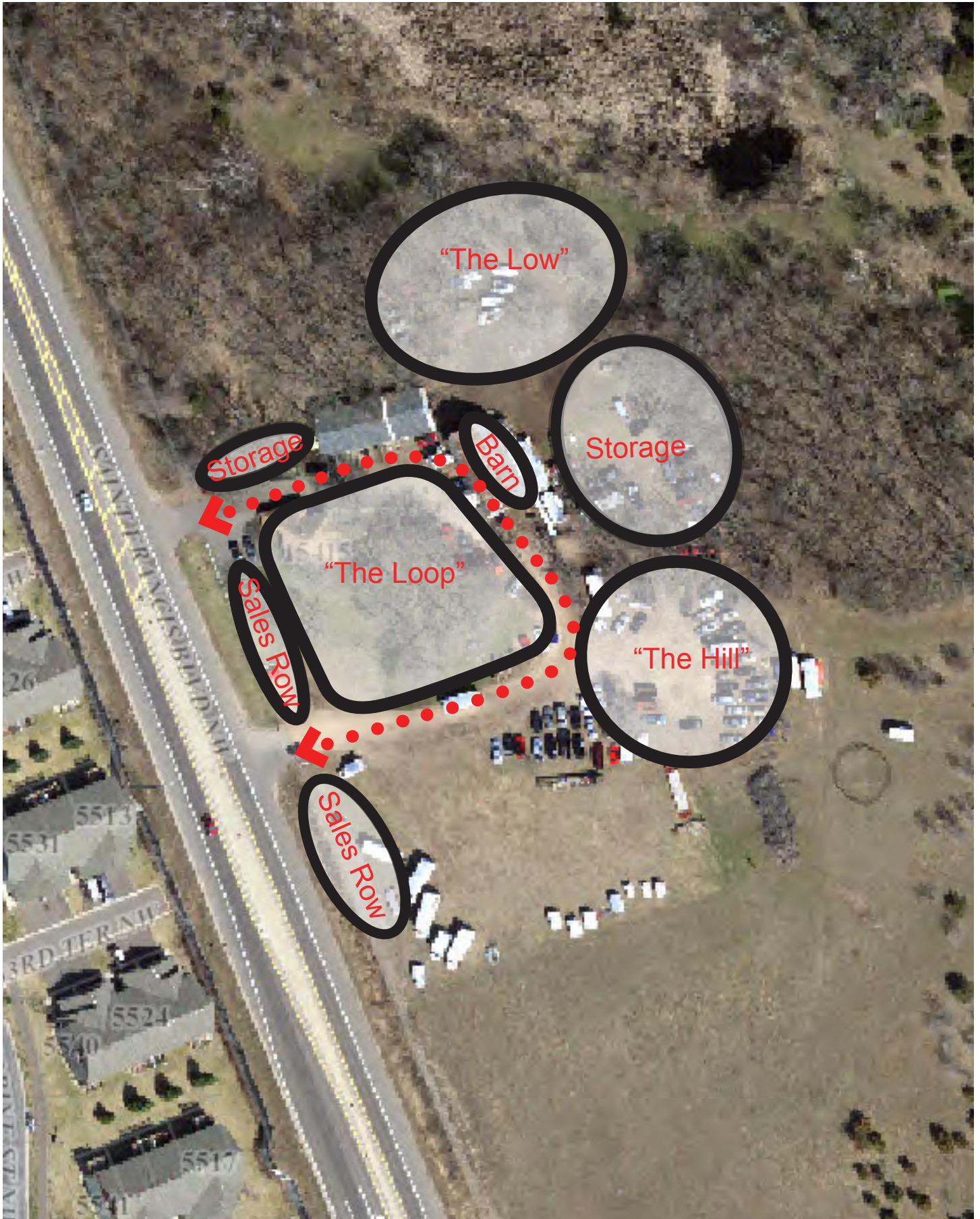
07/17/2019 06:42 PM

07/18/2019 11:27 AM

07/18/2019 01:49 PM

Started On: 07/16/2019 09:47 AM

15415 St. Francis Blvd - Kens Repair and Sales



Meeting Date: 07/23/2019

Information

Title:

Discuss Temporary Outdoor Membrane Structures

Purpose/Background:

During a recent Code Enforcement Case Review, the City Council requested a discussion on the possibility of allowing temporary membrane structures as an allowable accessory structure. The type of material is not currently listed as an acceptable material in most residential settings. There have been a few exceptions on a larger scale in commercial/industrial settings for specialized use (salt storage).

The intent of this discussion is simply to help Staff scope a policy discussion?

- Are there areas of the community in which these types of structures should be allowed?
- Should there be a minimum lot size for when these would be allowed (rural vs. urban lots)?
- Would the intent be to allow long-term or short-term?
 - 180 days?
 - Several Years?
 - Indefinitely?
 - Establishing a time limit would require administration to track compliance

The City Council could allow these types of structures in the Zoning Code, provided these structures meet State Building Code where applicable (more than 200 square feet). Primary concerns of utilization are durability, as these structures tend to deteriorate over time. Secondary concerns are general aesthetic appearance.

Attached is an example to begin discussion.

Timeframe:

20 minutes

Funding Source:

This case is being handled as part of normal Staff duties.

Responsible Party(ies):

Community Development Director

Outcome:

Provide broad policy direction on the utilization of temporary membrane structures.

Attachments

Membrane Structure Example

Form Review

Inbox

Tim Gladhill (Originator)
Form Started By: Tim Gladhill
Final Approval Date: 07/18/2019

Reviewed By

Tim Gladhill

Date

07/18/2019 04:01 PM
Started On: 07/18/2019 03:50 PM



Meeting Date: 07/23/2019

Information

Title:

Receive Update on Public Water Supply and Manganese Levels

Purpose/Background:

The purpose of this case is to update the council on the latest round of manganese testing of our municipal water system performed by the utility department.

On July 10th staff from the utility department took 10 random samples of water from our system and had the analyzed by an independent lab for manganese concentration. All 10 samples came back below the 100 ppb (parts per billion) recommended for bottle fed infants under 12 months of age. The manganese level is starting to increase slightly with 3 of the samples registering in the range of 96-97 ppb. Wells #5, #6 and #7 are our lowest manganese producing wells and are still supplying the bulk of our water, but well# 8 (228 ppb) is being used more frequently in the month of July, because of the increase in demand. Currently well # 8 is pumping about 1 million gallons of water a day.

Staff will present a draft copy of the map we plan on using to show the public the general areas we tested for manganese and the concentrations in that area. After receiving comments from the council, we will update the map as needed and have it available electronically on our web site. The purpose of this case is to update the council on the latest round of manganese testing of our municipal water system performed by the utility department.

Please note that this is a slight repeat of Staff Input at the last Public Works Committee. This is an opportunity for the full Council to discuss in more detail and receive further update based on Council inquiries.

Timeframe:

5 Minutes

Funding Source:

Utility Fund 9601

Responsible Party(ies):

Public Works Staff

Outcome:

Informational only, monthly update to council

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Grant Riemer	07/18/2019 01:39 PM
Grant Riemer (Originator)	Grant Riemer	07/18/2019 01:42 PM
Tim Gladhill	Tim Gladhill	07/18/2019 03:04 PM

Form Started By: Grant Riemer
Final Approval Date: 07/18/2019

Started On: 07/18/2019 12:25 PM

Meeting Date: 07/23/2019

Information

Title:

Receive Staff Update on Future Anoka County Highway Improvement Projects in the City of Ramsey

Purpose/Background:

Purpose:

The purpose of this case is to receive an update from City Staff on proposed Anoka County highway improvement projects within the City of Ramsey.

Background:

Anoka County is currently proposing two significant improvement projects on their highways within the City of Ramsey within the next 5 years.

The first project proposes to construct a roundabout at the intersection of Anoka County State Aid Highway 83 (CSAH 83) and Alpine Drive NW.

The second project proposes to construct additional turn lanes at the intersection of CSAH 116/Bunker Lake Boulevard and State Highway 47/Saint Francis Boulevard.

Staff will review preliminary layouts, project cost estimates, proposed funding sources, and tentative construction schedules for these proposed improvements with the City Council during the work session.

Timeframe:

Staff estimates 20 minutes will be needed to present this case and respond to questions.

Funding Source:

Anoka County applied for and received grant funds for both projects. The awarded grant funds will reduce the cost shares for all parties involved, including the City of Ramsey's cost share.

Local costs will be based on Anoka County's most current cost sharing policy at the time the projects receive final approval. Local funding sources will be identified as the projects are closer to this final approval. All City funds expended on these projects will require future City Council approvals.

Responsible Party(ies):

City Engineer

Outcome:

No action is required at this time. This case is only intended to update the City Council on the current status of these Anoka County led projects.

Attachments

No file(s) attached.

Form Review

Inbox

Tim Gladhill

Form Started By: Bruce Westby

Final Approval Date: 07/18/2019

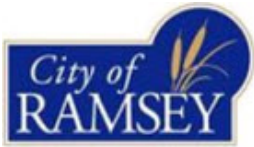
Reviewed By

Tim Gladhill

Date

07/18/2019 11:19 AM

Started On: 07/16/2019 11:45 AM



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Work Session

3. 1.

Meeting Date: 07/23/2019

By: Katie Schmidt, Administrative Services

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

Attached is the current list of future topics for work session discussion. Items are drawn from Council requests at meetings, or are related to topics that have been identified in the City's strategic plan. Tentative dates have been assigned.

Recommendation:

N/A

Action:

For Council review - no formal action necessary.

Attachments

Future Topics List

Form Review

Inbox

Colleen Lasher

Kurt Ulrich

Tim Gladhill

Form Started By: Katie Schmidt

Final Approval Date: 07/18/2019

Reviewed By

Colleen Lasher

Kathy Schmitz

Tim Gladhill

Date

07/18/2019 12:52 PM

07/18/2019 01:47 PM

07/18/2019 03:08 PM

Started On: 07/09/2019 02:57 PM

City Council Future Topics – Work Session

(Draft)

Date	Topics for Discussion – Council Action
TBD	Mediation Services presentation (Request of Anoka County mediation).
TBD	Review History of Land Use Plan and Branding for The COR -- Gladhill
TBD	Discuss Ford Brook Park Renovation
TBD	Discuss Historic Town Hall – Ulrich
TBD	Joint Meeting with the Council and Commissions & Other Cities
Date	Topics for Discussion – Policy
September	Intersection Control Evaluation for Spot Improvements on Armstrong -- Westby
09-10-19 (firm date)	Police Dept. Presentation – Drug Task Force Update (trends, statistics, and activity)
TBD	Council Committee Assignments Process & Liaison to Boards and Commissions
TBD	Discuss Section 2-156 of the City Code re Residency Requirement for Boards and Commissions, including the EDA. Sec. 2-156. - Appointment of members, terms of office and removal. (a) <i>Voting members and residence requirement.</i> At least two-thirds of the members of each board or commission shall be residents of the city. Members shall represent a broad range of interest in functions of the city.
Date	Topics for Discussion – Planning and Budget
08-12-19	Discuss Happy Days, Councilmembers on Floats, Banners, T-shirts, etc.
October	Trail Maintenance Policy – Westby
November	Stormwater Pond Maintenance Policy -Westby
TBD	Summary of Employee Compensation and Development Plan --Lasher
TBD	Accounting of City Engineering Staff Time for City Projects
TBD	Capital and Equipment Funding and Existing Fund Balances
TBD	Discuss Water Treatment Options - Westby