

**PUBLIC WORKS COMMITTEE  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Wednesday, February 19, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Chris Riley  
                            Councilmember Mark Kuzma  
                            Councilmember Melody Shryock

Also Present:         Public Works Superintendent Grant Riemer  
                            Parks & Assistant Public Works Superintendent Mark Riverblood  
                            City Engineer Bruce Westby  
                            Civil Engineer IV Leonard Linton  
                            City Administrator Kurt Ulrich

**1.     CALL TO ORDER**

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:30 p.m.

**2.     CITIZEN INPUT**

There was none.

**3.     APPROVE AGENDA**

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Shryock. Voting No: None.

**4.     APPROVE MINUTES**

**4.01:   Approve December 18, 2018, Meeting Minutes**

Motion by Councilmember Kuzma, seconded by Chairperson Riley, to approve the following minutes:

Regular Meeting Minutes dated December 18, 2018

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Shryock. Voting No: None.

## **5. COMMITTEE BUSINESS**

### **5.01: Appoint Chair and Vice-Chair of the Public Works Committee**

Chairperson Riley stated that a Chair and Vice-Chair are needed for the Committee.

Motion by Chairperson Riley, seconded by Councilmember Shryock, to nominate Councilmember Kuzma as Chairperson for 2019.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Shryock and Kuzma. Voting No: None.

Motion by Councilmember Kuzma, seconded by Chairperson Riley, to appoint Councilmember Shryock as Vice-Chairperson for 2019.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Shryock. Voting No: None.

## **6. COMMITTEE / STAFF INPUT**

### **6.01: Staff Updates on Wellhead Protection Plan Amendment Process**

City Engineer Westby stated that City staff has been working with the Minnesota Department of Health (MDH) to amend the City's Wellhead Protection Plan since March of 2017. The City's Wellhead Protection Plan is in effect until January 4, 2020 but must be amended by October 6, 2019. The Wellhead Protection Plan consists of two parts. Part 1 delineates the City's wellhead protection zone and drinking water supply management area (DWSMA) and assesses the vulnerability of the DWSMA and municipal water supply wells. Part 2 includes a potential contaminant source inventory, a potential contaminant source management strategy, an emergency/alternative water supply contingency plan, and wellhead protection program evaluation plan.

City Engineer Westby stated that Part 1 of the plan has been amended and was recently approved by the MDH. City staff is in the process of issuing copies of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerabilities to local units of government that are wholly or partially within these areas by March 4<sup>th</sup>, as required. The next step in the process is to conduct a public information meeting by April 4, 2019 to present the Part 1 amendments to the public. Staff is working to schedule this meeting and to publish the required notifications. Staff is interested to know if the Public Works Committee would like to host this meeting at their next regular meeting on March 29, 2019, or if the Committee thinks it might be better to conduct the meeting during the regular City Council meeting on March 26, 2019.

City Engineer Westby stated that based on the remaining tasks that need to be completed to amend Part 2 of the plan, the services of an engineering consultant will be required. Staff is

currently assessing the scope of the remaining work and will be prepared to discuss this in more detail at the March meeting, along with the Part 1 amendments. An overall update on the remaining process, timelines, and estimated costs required to complete the Part 2 amendments will be provided in order to meet the October 6, 2019 deadline.

Councilmember Kuzma asked for details on the budget for the consultant.

City Engineer Westby replied that the consultant would be funded using the Water Enterprise Fund. He also explained why the plan needs to be updated.

#### **6.02: Staff Updates on Improvement Projects and Items of Interest**

City Engineer Westby provided an update on City improvement projects focusing on the Anoka County roundabout planned for Armstrong Boulevard/CSAH 83 and Alpine Drive, including details on the funding and proposed timeline. He stated that staff will continue to monitor and provide updates on the MnDOT Ferry Street/Trunk Highway 47 grade separation. He also noted that the City Council is scheduled to consider a topsoil ordinance amendment on February 26 and provided a summary of the proposed changes. He noted that both the Environmental Policy Board and Planning Commission have reviewed the topic and support amending the ordinance.

Councilmember Kuzma asked if there will be flexibility within the ordinance that would allow staff to recommend a better topsoil in certain areas upon staff inspection, if needed.

City Engineer Westby stated that the ordinance includes a singular topsoil definition. He noted that under that scenario more than one definition would be required.

Parks & Assistant Public Works Superintendent Riverblood explained that alternative landscapes are allowed.

Councilmember Shryock stated that certain areas of the City have soils that are more sand or clay and asked if the new topsoil standard would be appropriate in both areas.

City Engineer Westby explained that it would be difficult to define specific geographic areas where different topsoil would be required. He stated that the new topsoil definition should be adequate for establishing and maintaining vegetation in all areas of the City.

Councilmember Shryock stated that during the education campaign, it should be remembered that not all residents have smart irrigation technologies, and that lawns may not be maintained the same way in rural areas as they are in urban areas, and therefore multiple approaches and messages will be needed.

### **7. ADJOURNMENT**

Motion by Councilmember Shryock, seconded by Councilmember Kuzma, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 5:58 p.m.

Respectfully submitted,

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Grant Riemer  
Public Works Superintendent

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