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

The Ramsey City Council conducted a regular meeting on Tuesday, June 8, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma  
Councilmember Ryan Heineman  
Councilmember Chelsee Howell  
Councilmember Debra Musgrove  
Councilmember Chris Riley  
Councilmember Dan Specht  
Councilmember Matt Woestehoff

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Deputy City Administrator Timothy Gladhill  
City Engineer Bruce Westby  
City Planner Chris Anderson

**1. CALL TO ORDER**

Mayor Kuzma 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 Kuzma.

**2. PRESENTATION**

**2.01: Quad Cities Television (QCTV) – Annual Report by Executive Director Karen George**

QCTV Executive Director Karen George stated that QCTV celebrates serving its four communities for 40 years this year, noting that the consortium was created in 1981 for provided background information on the Joint Powers organization and its members. She reviewed the work that staff has completed towards the strategies and goals within the Strategic Plan along with information related to capital investments. She provided an overview of program statistics for 2020 and comparisons from previous years.

Seamus Burke, QCTV, provided data on the social media trends for the organization and its programming.

Ms. George reviewed the 2020 programs which earned awards. She expressed appreciation to Ramsey and the other member cities.

Mayor Kuzma thanked Ms. George for the great work the organization does and appreciated the efforts the organization has put into changing its model in order to match the challenges of the past year and changing market.

Councilmember Riley expressed appreciation for being able to watch graduation ceremonies from home.

**2.02: Presentation of the 2020 Comprehensive Annual Financial Report by the City's Auditing Firm of Malloy, Montague, Karnowski, Radosevich & Company (MMKR) – Aaron Nielsen, Principal with the Firm Will be Presenting**

Aaron Nielsen, MMKR, stated that the audit reports are complete and noted the different reports which were completed. He stated that the City received a clean or unmodified opinion on the basic financial statements. He stated that there were no findings of government or legal noncompliance. He commented that the City was able to meet its fund balance policy goals.

Councilmember Riley thanked Mr. Nielsen for the work he has done and stated that the report immediately answered any questions he had as he read through the information.

**3. CITIZEN INPUT**

John Enstrom, 8702 181<sup>st</sup> Avenue, welcomed the City and its residents to the event he will hold on Monday, June 14<sup>th</sup> on Flag Day. He stated that this is the largest flag retirement event in Minnesota and will be the 16<sup>th</sup> year of the event. He expected to have a record retirement this year because there were no activities during 2020. He stated that people can come to the property beginning at 2 p.m. on June 14<sup>th</sup> to assist and participate in the event. He stated that at 5 p.m. the Honor Guard from the Elk River Legion will complete an honor salute. He stated that this is a family event, noting that there are different monuments and gardens on the property. He asked that the City provide a burning permit, noting that they would complete the burning at the edge of the lake. He hoped that some members of the Council could attend and welcomed any flags the City or schools may wish to retire. He noted that there will also be a potluck picnic.

Councilmember Specht commented that this sounds like an awesome event and asked for details on the Facebook page that was mentioned for the organization.

Mr. Enstrom stated that his property is 40 acres, 20 of which is Veterans Lake. He noted that he created a park with a walking path around the lake. He stated that his Facebook page is Minnesota's Veterans Lake, and the website is [www.minnesotaveteranslake.com](http://www.minnesotaveteranslake.com). He noted that many veterans will be participating in the event.

Mayor Kuzma thanked Mr. Enstrom.

**4. APPROVE AGENDA**

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

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Riley, Woestehoff, Heineman, Howell, Musgrove, and Specht. Voting No: None.

## **5. CONSENT AGENDA**

Councilmember Musgrove referenced minutes from May 11, 2021 and May 18, 2021. She stated that the minutes from the May 18<sup>th</sup> meeting seemed to be a different format, with mostly staff comments and not comments of the Council. She stated that for the May 11, 2021 meeting there were some statements made for the record that were not included. She asked if those additional statements could be added.

City Administrator Ulrich stated that those items could be postponed to the next meeting to allow additional discussion and review.

Motion by Councilmember Musgrove, seconded by Councilmember Heineman, to approve the following items on the Consent Agenda:

- 5.01: Receive 2020 Comprehensive Annual Financial Report
- 5.02: Receive April 2021 Financial Reports – General Fund and Enterprise Funds
- 5.03: Approve the following Meeting Minutes:
  - 1) ~~City Council Work Session dated May 11, 2021~~
  - 2) City Council Regular dated May 11, 2021
  - 3) ~~City Council Special Work Session dated May 18, 2021~~
  - 4) City Council Work Session dated May 25, 2021
  - 5) City Council Regular Session dated May 25, 2021
- 5.04: Approve Business Licenses
- 5.05: Approve Liquor License Renewals
- 5.06: Approve Rental Licenses
- 5.07: Approve Request to Declare Surplus Property
- 5.08: Adopt Resolution #21-151 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 20, 2021 through June 2, 2021
- 5.09: Adopt Resolution #21-152 Approving Development Agreement for Preserve at Northfork Second Addition (Project No. 210112); Case of BK Land Development
- 5.10: Adopt Resolution #21-153 Granting an Extension to a Previous Approval of a Conditional Use Permit (CUP) for a Religious Institution, Connections Church (Project No. 20-125)
- 5.11: Adopt Resolution #21-154 Approving Donation Agreement and Acquisition of Outlot A, Harvest Estates
- 5.12: Adopt Resolution #21-157 Awarding Repair Contract for a Portion of 6745 Hwy 10 NW
- 5.13: Adopt Resolution #21-160 Approving an Abatement of 16855 Saint Francis Blvd NW
- 5.14: Adopt Resolution #21-162 Approving an Abatement of 5520 140<sup>th</sup> Lane NW
- 5.15: Adopt Resolution #21-166 Declaring a Building a Hazardous Structure, Approving Code Enforcement Process and Authorizing Abatement at 8106 Alpine Drive NW

5.16: Adopt Resolution #21-164 to Hire a Public Works Streets Maintenance Worker Backfilling a Vacant Position

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Heineman, Howell, Riley, Specht, and Woestehoff. Voting No: None.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Resolution #21-163 Providing Staff Direction Regarding Easement Encroachment at 15564 Iodine Street NW; Case of Joyce Rogito**

City Planner Chris Anderson reviewed the staff report and reviewed the options the Council could choose.

Councilmember Musgrove asked if the fill work has gone to the back of the property line and through the entire easement behind the home.

City Planner Anderson replied that he believes that the work does stretch to the rear property boundary.

City Engineer Westby commented that the fill that was placed does not fully extend to the rear property line as of yet as the property owner was in the process of grading the yard when the complaint call was received by the City.

Councilmember Musgrove asked if there would be an area remaining behind that filled area that could serve to be a smaller stormwater area. She stated that she would support working with the resident to find a solution. She asked if the stormwater area serves the entire neighborhood and how often it fills with water.

City Engineer Westby replied that it could be possible that a portion of the yard could continue to serve as stormwater treatment. He noted that perhaps the property could be regraded to provide stormwater management outside of that area and still grade the backyard portion of the property to match the adjacent property as originally desired. He stated that the amount of easement and impact varies for each property within this area.

Councilmember Musgrove asked if the subject property is intended to store water under a rain event to provide proper drainage to the overall area.

City Engineer Westby stated that the amount of fill placed thus far would most likely not have an appreciable impact on any neighboring property. He stated that they would want to have the stormwater modeling exercise completed to determine if more fill would have an impact.

Deputy City Administrator Gladhill stated that some fill has already been placed and if approved, the property owner would like to bring in more fill. He stated that there would need to be a decision as to whether the property owner or City would fund the stormwater modeling.

Councilmember Riley asked if turf could be established as is and this could be done.

City Engineer Westby replied that the amount of fill brought in would likely not have an impact on neighboring properties and that could be an option. He stated that staff would still want the stormwater model run in order to ensure that is the case.

Councilmember Specht commented that he agrees that what has been brought in could remain to allow the residents to hold their party and they can continue to work with staff in the future to determine if additional fill could be supported.

Joyce Rogito, 15564 Iodine Street, commented that they have had this plan for a long time and decided this was the time to complete the work in order to host a graduation party for their daughter. She commented that currently their home does not have a useable backyard because of the grade. She stated that they felt that this would be the best time to make the investment and complete the work. She noted that they were not aware of the easement and even the neighboring property owner provided approval for them to complete some additional work beyond their property line as part of the project. She stated that staff has been very helpful in trying to work with her. She stated that their desire is to create a backyard that matches the grade of their neighbor which would allow more space for their children to safely use. She noted that they have already paid half of the cost for the work and now there has been a large delay of over four weeks. She stated that while there is an event occurring in the short-term, in the graduation party, they also have the long-term goal of making their backyard a safe place for their children. She asked that the Council consider her request.

Councilmember Heineman stated that he liked the idea mentioned by Councilmembers Riley and Specht but noted that if sod is laid at this point with the intention of additional fill being brought in the future, that would add additional cost. He commented that the residents have been working well with staff and therefore he believed that staff should be provided the authority to continue to work the resident to find a solution.

Mayor Kuzma asked who would handle the modeling.

Councilmember Woestehoff stated that the case mentioned two to three hours for the modeling and asked if that is an accurate estimate.

City Planner Anderson confirmed that would be the staff time needed to complete the stormwater calculations.

Councilmember Musgrove asked if that would be the least expensive option.

City Engineer Westby confirmed that would be significantly less expensive and confirmed that could be completed in-house.

Councilmember Musgrove stated that she would support that option and allowing the resident to work with staff.

Deputy City Administrator Gladhill confirmed the consensus of the Council to direct staff to continue to work with the property owner related to the potential to bring in additional fill and for staff to complete the stormwater modeling. He noted that staff could bring back additional information to the Council in the future.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to Adopt Resolution #21-163 Providing Staff Direction Regarding Fill Imported and Placed in Drainage and Utility Easement at 15564 Iodine Street NW. and to direct staff to continue to work with the property owner related to the potential to bring in additional fill and with direction for staff to complete the stormwater modeling and to allow the work to proceed if the modelling verifies that it will not impact the functionality of the easement.

Further discussion: Councilmember Riley asked and received agreement from the Council that if the modeling is completed and additional fill would be supported, this would not need to come back to the City Council.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Specht, Heineman, Howell, Riley, and Woestehoff. Voting No: None.

#### **7.02: Approve Rental License at 17911 Yakima Street NW**

Deputy City Administrator Gladhill reviewed the staff report and recommendation to approve of the license application based on State Statute.

Councilmember Musgrove asked how the rental license could be revoked if the tenants are a protected class.

Deputy City Administrator Gladhill used examples of things that could be used for revocation of a rental license. He noted that none of those things have arisen as of yet and the property owner has been good to work with. He noted that the City would only intervene if there were ongoing issues.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to approve the rental license application for 17911 Yakima Street NW.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Specht, Heineman, Howell, Riley, and Woestehoff. Voting No: None.

#### **7.03: Adopt Resolution #21-159 Ordering Plans and Specifications for Improvement Project #21-12, 2021 Additional Pavement Overlay Improvements**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #21-159 ordering plans and specifications for improvement project #21-12, 2021 Additional Pavement Overlay Improvements.

Councilmember Riley commented that he applauded this effort to use the funds in the manner it was intended to make progress on the road work.

Councilmember Specht agreed.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to Adopt Resolution #21-159 Ordering Plans and Specifications for Improvement Project #21-12, 2021 Additional Pavement Overlay Improvements.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Specht, Musgrove, Heineman, Howell, Riley, and Woestehoff. Voting No: None.

**7.04: Adopt Ordinance #21-06 Consolidating all Landscape Requirements into a Single Section and Amending Landscape Standards in the Employment Districts**

Deputy City Administrator Gladhill reviewed the staff report and recommendation to adopt Ordinance #21-06 amending the landscape standards for the Employment Districts and consolidating all landscaping standards into a single Section in City Code. Compliance with the landscape standards in the Employment Districts is becoming challenging based on the typical building footprint, amount of impervious area, and stormwater management (ponds, which all restrict planting locations. The proposed amendment would reduce the number of required plantings but should still result in well landscaped projects. Furthermore, consolidating all landscaping standards into one Section will eliminate a lot of repetitive language in the zoning districts.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #21-06 Amending Sections 117-111 (R-1 Residential District), 117-112 (R-2 Residential District), 117-113 (R-3 Residential District), 117-114 (B-1 General Business District), 117-115 (B-2 General Business District), 117-116 (E-2 Employment District), 117-117 (E-1 Employment District), 117-120 (H-1 Highway 10 Business District), 117-121 (B-3 Business District), 117-124 (E-3 Employment District), and 117-125 (Neighborhood Business District) of Chapter 117 of the City Code of Ramsey, Minnesota.

Further discussion: Councilmember Musgrove thanked staff and the other Boards that put time and effort into making this an easier to read document.

A roll call vote was performed:

Councilmember Heineman aye  
Councilmember Woestehoff aye  
Councilmember Specht aye  
Councilmember Musgrove aye

Councilmember Howell     aye  
Councilmember Riley       aye  
Mayor Kuzma               aye

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

Elwyn Tinklenberg, The Tinklenberg Group, commented that the legislative session is ongoing, and the committees are working on final bill language, which has not yet been developed. He stated that they continue to hear that at least some of the funds requested for this session is believed to be included in the final passage but was unsure of the amount. He provided a brief review of the funding that has been secured for the Ramsey Gateway project in the past four years.

City Administrator Ulrich announced upcoming meetings and events.

**9.     ADJOURNMENT**

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

Motion carried.

The regular meeting of the City Council adjourned at 8:24 p.m.

Respectfully submitted,

---

Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Deputy City Clerk

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

A recording of this meeting is available for viewing online at [www.qctv.org](http://www.qctv.org)  
<<http://www.qctv.org>>. Recordings are available for 36 months after the date of the meeting.