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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 22, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Police Chief Jeff Katers  
Deputy City Administrator Timothy Gladhill  
City Engineer Bruce Westby  
Senior Planner Chloe McGuire Brigl

**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: Annual Police Department Update and Review of 2020 Activity**

Police Chief Katers presented a review of the calls for service data, crime trends, and a general update on the police department activities during 2020.

Councilmember Musgrove thanked Police Chief Katers and his department for the work that they do. She commented that the department works well behind the scenes and the residents appreciate that work. She recognized that the past year has been difficult, noting that her nephew died this past month from a random gunshot in Minneapolis.

**3. CITIZEN INPUT**

Randy Bauer, 14942 Quintana St, stated that a few years ago he addressed the Council related to a request to add flashing yellow lights for left turn lanes. He stated that there seemed to be support for that but there has not been progress made for the past two years. He commented that Ramsey

is intended to be a balance of rural and urban and there is no need to sit for a length of time in a left turn lane when there is no other traffic coming. He commented that the left turn arrows should be flashing yellow at all times.

Tom Heineman, 8239 155<sup>th</sup> Lane, stated that in 2017 there was a discussion before the Council related to overlays and replacement of City roads. He stated that there has been a lot of discussion related to franchise fees. He stated that he paid his assessment and asked why he is still being charged a franchise fee as well.

City Administrator Ulrich commented that the policy the Council adopted allowed for an annual rebate of the amount a resident would have paid for a franchise fee if they were charged an assessment previously.

Mayor Kuzma commented that he believed the policy went back five years for assessments paid and asked when the resident was charged an assessment.

Mr. Heineman commented that his assessment was in 2019. He stated that he does not believe that applying for a rebate is fair as that simply provides the City with an interest free loan. He stated that his request is for a refund or for a list of all the residents that paid and did not receive their money back.

Councilmember Riley commented that there is a procedure setup to allow the resident to get his money back for the remaining life of the assessment.

Mr. Heineman stated that he would then ask for an interest free loan for ten years.

Councilmember Riley commented that the policy is setup to allow residents to receive the franchise fee back each year as it is paid.

Councilmember Specht asked if the idea of the flashing yellow lights could be added to a future worksession agenda.

#### **4. APPROVE AGENDA**

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

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

#### **5. CONSENT AGENDA**

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

5.01: Receive Cash and Investment for Period Ending May 31, 2021

- 5.02: Note the Following Boards, Commissions and Committee Meeting Minutes:
- Planning Commission Meeting Minutes dated May 6, 2021
  - Economic Development Authority Meeting Minutes dated May 13, 2021
- 5.03: Approve the following Meeting Minutes:
- 1) City Council Work Session dated May 11, 2021
  - 2) City Council Work Session dated June 8, 2021
  - 3) City Council Regular dated June 8, 2021
- 5.04: Approve Rental Licenses
- 5.05: Approve Business Licenses
- 5.06: Approve Request to Declare Surplus Property
- 5.07: Discontinue Waiving Late Fee Penalties on Quarterly Utility Bills
- 5.08: Adopt Resolution #21-176 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 3, 2021 through June 16, 2021
- 5.09: Adopt Resolution #21-126 Declaring Participation in State Performance Measurement Program
- 5.10: Adopt Resolution #21-158 Approving Site Plan, Final Plat and Preliminary Grading Agreement for Oppidan Industrial, 8200 Bunker Lake Blvd NW
- 5.11: Adopt Resolution #21-161 Outlining Lawful, Nonconforming Rights and Code Enforcement Process at 7127 Highway 10 NW
- 5.12: Adopt Resolution #21-167 Outlining Code Enforcement Action Plan for 17646 St. Francis Blvd NW
- 5.13: Adopt Resolution #21-170 Approving of Fourth Amendment to Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH RAMSEY LLC
- 5.14: Adopt Resolution #21-171 Approving Obtaining Quotes for Renovation and Lease of Old Town Hall
- 5.15: Adopt Resolution #21-172 Authorizing Partial Payment #9 to RJM Construction for Improvement Project 20-07 New Public Works Facility
- 5.16: Adopt Resolution #21-173 Authorizing an Environmental Assessment Worksheet (EAW) for the Trott Brook North Development; Case of Trott Brook North – The Excelsior Group (Project #20-103)
- 5.17: Adopt Resolution #21-177 Approving an Abatement of 7820 151<sup>st</sup> Lane NW
- 5.18: Adopt Resolution #21-180 Approving Plans and Specifications and Authorizing Advertisement for Bids for 2021 Additional Pavement Overlay Improvements, Improvement Project #21-12
- 5.19: Adopt Resolution #21-181 Approving Maintenance Agreement and Development Agreement for O'Reilly Auto Parts, Case of Java Properties
- 5.20: Adopt Resolution #21-182 Approving Development Agreement for Bunker Lake Industrial Park Third Addition, Case of PSD, LLC
- 5.21: Adopt Resolution #21-184 Accepting Coronavirus Local Fiscal Recover Fund Established Under the American Rescue Plan Act
- 5.22: Adopt Resolution #21-186 Approving Request for Anoka County to Study Traffic on Nowthen Boulevard/County State Aid Highway 5 between Saint Francis Boulevard/Trunk Highway 47 and Alpine Drive
- 5.23: Adopt Resolution #21-188 Approving Risk and Resilience Assessment for America's Water Infrastructure Act of 2018

- 5.24: Adopt Resolution #21-165 to Hire a Public Works Parks Worker Backfilling a Vacant Position
- 5.25: Adopt Resolution #21-169 to Hire a Police Officer Filling the Current Vacancy
- 5.26: Adopt Resolution #21-174 Hiring a Seasonal Public Works Maintenance Worker

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

## 6. PUBLIC HEARING

None.

## 7. COUNCIL BUSINESS

### **7.01: Adopt Resolution #21-190 Authorizing Partial Payment No. 2 to Kuechle Underground, Inc. for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard**

City Engineer Westby reviewed the staff report and stated that the Engineer Technician IV has inspected the completed work and recommends partial payment No. 2 to Kuechle Underground, Inc. of Kimball, Minnesota for Improvement Project #21-00 Riverdale Drive Reconstruction, from Feldspar Street to Sunfish Lake Boulevard, in the amount of \$223,035.91

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to Adopt Resolution #21-190 Authorizing Partial Payment No. 2 to Kuechle Underground, Inc. for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard.

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

### **7.02: Adopt Resolution #21-156 Granting Preliminary Plat Approval for Williams Woods (Project No. 20-138); Case of Bill Boyum**

Senior Planner McGuire Brigl reviewed the staff report and recommendation of the Planning Commission to approve of the Preliminary Plat. She noted that this will need to go back before the Planning Commission because another variance was received for wetland encroachment.

Councilmember Woestehoff asked if the current Preliminary Plat shows the wetland encroachment.

Senior Planner McGuire Brigl confirmed that it is shown on the Preliminary Plat and will not change the layout or number of lots.

Motion by Councilmember Heineman, seconded by Councilmember Musgrove, to Adopt Resolution #21-156 Approving Preliminary Plat for Williams Woods.

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

**7.03: Introduce Ordinance #21-13 Amending City Code Section 105-142 (Building and Building Regulations) to Add 2021 International Property Maintenance Code**

Senior Planner McGuire Brigl reviewed the staff report and recommendation to approve of Ordinance #21-13 amending the International Property Maintenance Code for City Code Section 105-142.

Councilmember Riley asked if the Code should be updated each time the International Property Maintenance Code is updated.

Senior Planner McGuire Brigl confirmed that should occur. She noted that perhaps something could be referenced stating the most recent version of the International Property Maintenance Code, which would avoid those updates.

Councilmember Woestehoff stated that the State Building Code is also referenced in City Code and asked if the State Building Code references the International Property Maintenance Code.

Senior Planner McGuire Brigl commented that it is not redundant as the State Building Code is a separate document.

Councilmember Musgrove asked if the State Building Code trumps the International Property Maintenance Code or vice versa.

Senior Planner McGuire Brigl replied that whichever standard is stricter would apply. She stated that the two codes tend to regulate different aspects, where the State Code is more related to construction while the Property Maintenance Code tends to come into play after construction is completed.

Deputy City Administration Gladhill confirmed that the Building Code is about construction while the Property Maintenance Code is after the structure is occupied and related to maintenance.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to introduce Ordinance #21-13 Amending the International Property Maintenance Code for City Code Section 105-142.

A roll call vote was performed:

Councilmember Heineman aye  
Councilmember Woestehoff aye  
Councilmember Howell aye  
Councilmember Riley aye  
Councilmember Specht aye  
Councilmember Musgrove aye

Mayor Kuzma aye

Motion carried.

**7.04: Introduce Ordinance #21-14 Amending Chapter 105 and 117 Regarding Swimming and Building Code**

Senior Planner McGuire Brigl reviewed the staff report and recommendation to approve Ordinance #21-14 amending Chapter 105 and 117 regarding swimming building code.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to introduce Ordinance #21-14 Amending Chapter 105 and 117 Regarding Swimming and Building Code.

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

Motion carried.

**7.05: Adopt Resolution #21-179 Adopting 2021-2022 City Council Strategic Plan**

City Administrator Ulrich reviewed the staff report and stated that based on consensus direction by the City Council at the June 15, 2021 City Council Work Session, staff recommends approval of the Strategic Plan.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to Adopt Resolution #21-179 Adopting 2021-2022 City Council Strategic Plan with the following changes to action number one: remove the review of history of franchise fee implementation, add to bring all options for road funding including those in worksession stated by Mayor Kuzma and Councilmember survey noted on the May 18<sup>th</sup> strategic planning worksession as a part of the 2022 budget discussion in July and August of 2021, and remove retain existing franchise fee program or choose a new program and bring to Council a resolution to end Ordinances #20-11, #20-12 and #20-13 as of December 31, 2021.

Motion carried. Voting Yes: Councilmembers Heineman, Howell, Musgrove, and Specht. Voting No: Mayor Kuzma and Councilmembers Riley and Woestehoff.

Councilmember Woestehoff clarified that he opposed the vote.

Councilmember Howell stated that when she ran her campaign, she ran on voting to end the franchise fee if there was a consensus on the Council and she committed to that which is why she supports this action.

Mayor Kuzma commented that he was taken aback by the action and apologized for not allowing further discussion.

Councilmember Musgrove commented that when the discussion was had there was written consensus of four to two on the issue with six members participating in the survey. She stated that the Council has already discussed the franchise fee, campaigned on it and residents do not want this. She stated that the road funding can be paid for in the levy in the same manner it is being taken from residents through the franchise fee. She believed that the discussion should be had, and the Council should do what the residents have asked.

Councilmember Riley stated that this case was not about discussing the franchise fee. He stated that the Council decided through consensus and working together to reevaluate and look at everything, but it seems that teamwork and working together is out the window which is disappointing.

Mayor Kuzma agreed that it is disappointing as there is no plan to replace this funding. He stated that it would be a shame to remove this without even beginning the budget process for the next year.

Councilmember Heineman recognized that the budget process for the next year has not yet begun but stated that leads him to believe this is the right time to do this. He stated that he also campaigned on this issue and there are other funding options available. He stated that this will put the City in the position where it needs to discuss the other options. He stated that this provides three months for the Council and staff to figure out alternate funding for the roads.

Mayor Kuzma commented that when the Council goes through the budget process the new members may be surprised to see what the potential levy could be with the inclusion of roads.

Councilmember Woestehoff stated that he campaigned for the franchise fee as did the Mayor, therefore it was not a unanimous decision by residents against the franchise fee. He stated that is an obtuse comment. He stated that after the numbers are reviewed it is clear the City would spend significantly more on roads based on this inappropriate timing of making an amendment as the motion was being read to adopt the Strategic Plan. He stated that he looks forward to the debate and proving why the franchise fee makes the most sense. He stated that when a County Commissioner cannot get the details correct on what a franchise fee, he is unsure that all members of the Council understand what a franchise fee is.

Councilmember Howell commented that she understands the frustration and opposing views. She stated that it is a misnomer to state that people at the dais do not understand what a franchise fee is and did not appreciate that comment. She stated that she looks forward to seeing what can be accomplished.

Councilmember Musgrove commented that she has been looking through the recent resident survey and there was a question in 2018 and 2016 regarding this topic but it was then changed to ask how the City was doing with road repair. She stated that the rating from the residents continues to decline, and residents continue to express frustration that roads are not a priority. She stated that residents are paying a tax in the franchise fee for something that should be included in the levy.

Mayor Kuzma commented that he thinks the Council will find that this route will provide an expensive outcome. He stated that he has not heard any negative comments about the franchise fee since its implementation. He stated that placing the roads on the levy would result in bonding and additional interest the City would pay. He did not believe \$1,900,000 could be pulled from the budget without placing that on the levy.

Councilmember Musgrove commented that she believes the roads have been neglected.

Councilmember Specht commented that the vote has been passed and perhaps this discussion would be more appropriate in a future worksession.

#### **7.06: Appoint an Interim Deputy City Administrator and an Interim Community Development Director**

City Administrator Ulrich reviewed the staff report and recommendation to appoint Finance Director Lund as the Interim Deputy City Administrator and appoint City Engineer Westby as the Interim Community Development Director; both employees would receive a five percent wage increase effective June 23, 2021 through onboarding of the new Deputy City Administrator/Community Development Director.

Councilmember Howell commented that she is very supportive in having City Engineer Westby serve as the Interim Community Development Director but would not be supportive of having Finance Director Lund serve as Interim City Administrator. She commented that she would prefer to see City Administrator Ulrich remain as Administrator and delegate tasks as needed.

Mayor Kuzma noted that a backup needs to be designated in the case City Administrator Ulrich is not present.

Councilmember Musgrove asked if there could be someone that temporarily fills the duties when City Administrator Ulrich is on vacation without appointment.

City Administrator Ulrich commented that there does not have to be a wage increase, as that is at the discretion of the council, but a Deputy should be appointed for legal reasons to allow document signing. He commented that he believes the compensation is appropriate but discretionary. He noted that Finance Director Lund has played this role in the past and therefore supports the recommendation.

Councilmember Riley commented that it would be important to have someone appointed in the interim and Finance Director Lund has filled this position in the past and therefore has the

experience and is qualified. He believed the appointment is appropriate. He asked why Councilmember Howell objects.

Councilmember Howell commented that she was hoping not to take away from Finance Director Lund's regular duties.

Councilmember Heineman commented that it would legally make sense to have someone available legally to sign the papers and believed the compensation is fair.

Councilmember Specht asked if Finance Director Lund would feel overburdened with these additional duties.

City Administrator Ulrich stated that he has spoken with Finance Director Lund, and she is willing to take on the additional duties.

Motion by Councilmember Riley, seconded by Councilmember Heineman, to appoint the following interim roles, including a five percent pay increase to both employees' pay, effective June 23, 2021:

- Appoint Finance Director, Ms. Diana Lund, as the Interim Deputy City Administrator; and
- Appoint City Engineer, Mr. Bruce Westby, as the Interim Community Development Director.

Further discussion: Councilmember Musgrove asked if there would be any vacations arising where City Administrator Ulrich and Finance Director Lund would be out at the same time. City Administrator Ulrich commented that he does not anticipate that and commented they will attempt to avoid that situation.

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

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

City Administrator Ulrich announced upcoming meetings and events.

City Administrator Ulrich commented that Deputy City Administrator Gladhill began with the City of Ramsey as a part-time public works employee in 2001 and has served a variety of positions with the City through the years. He presented him with a plaque thanking him for his dedicated years of service to the City of Ramsey and wished him well.

Mayor Kuzma stated that it has been a pleasure to work with Deputy City Administrator Gladhill for the past nine years.

Deputy City Administrator Gladhill commented that he enjoyed his time with Ramsey and while it is bittersweet to leave, he will always cherish the memories he has.

Councilmember Specht commented that Ramsey Storage hosted a great community event and donated funds to the police, fire, and Hope for Youth organization.

## 9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:56 p.m.

Respectfully submitted,

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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.