

City of Ramsey
Agenda
City Council Work Session
Tuesday, January 12, 2021

5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

This meeting is being held in accordance with Minnesota Statutes 13D.021. Due to the COVID-19 Pandemic, it is not practical and prudent for all members of this board to attend in person. Current Minnesota law requires certain social distancing standards that impacts the capacity of the Council Chambers. For those at highest risk, it is advised to isolate themselves from the general public. For these reasons, it is not practical and prudent to have this meeting exclusively in person. Members of the public are welcome to attend in person or remotely.

Remote Attendance available at www.cityoframsey.com/meetings. To maximize social distancing due to the COVID-19 Pandemic, those that can join remotely are encouraged to do so. Those joining remotely and requesting to speak are asked to use a webcam when speaking.

- 1. Call to Order**
- 2. Topics for Discussion**
 1. Discuss Council Organization
 2. Discussion Regarding Union Contract Negotiations for LELS-Patrol & LELS-Sergeants (Discussion Closed to the Public)
- 3. Topics for Future Discussion**
 1. Review Future Topics/Calendar
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

Meeting Date: 01/12/2021

Information

Title:

Discuss Council Organization

Purpose/Background:

Purpose: The purpose of this report is to determine the committees, boards, authorities or other groups to which Council members will be appointed. Also to be determined are the appointments for the official newspaper, approval of the annual contract with TimeSavers Off-Site Secretarial Service (TOSS), and appointment of legal services.

Background: Each year, Council members are appointed to serve on different committees, boards, authorities or other groups. Attached is a list of the committees as well as a description of what they are and when they meet. Council members are asked their preference for appointment, and a resolution with the final selections will be adopted by Council at their meeting later this evening. Tentative positions will be listed based upon stated interests plus staff distribution of remaining positions to balance out the obligations.

The Chair and Vice-Chair positions for each committee will be appointed at that committee level. With regard to EDA appointments, the Code states that the appointments shall be made by the Mayor with the approval of the City Council. It should be noted that each board and commission have a staff liaison appointed, as well as Councilmember(s).

As a reminder, the City's Code states the following with regard to Ex-officio members. The City Council may appoint, by majority vote, a Councilmember or city staff person as ex-officio members of any board or commission privileged to speak on any matter without a vote, and the ex-officio members shall provide a liaison between the board or commission and City Council.

Attached is the resolution that is on the Agenda this evening for formal adoption. Please note: The 2020 appointments are listed as they are currently approved. The 2021 appointments are printed in Italics, which means they are open for discussion. If there are any changes to the appointments based on discussion this evening, those changes will be incorporated in the resolution that is on tonight's agenda, prior to execution.

The organizational resolution includes declaring the City's official newspaper. At the time of this writing, the City has received one proposal - ABC Newspapers - the Anoka County UnionHerald. Such proposal is attached to this case. The Anoka County UnionHerald has historically served as the City's official newspaper and currently provides the most regular coverage of City. The proposal from ABC Newspapers states the rates for 2021 will remain unchanged.

Also included for Council review and approval is the Addendum to the Recording Secretary Service Agreement between the City of Ramsey and TimeSaver Off Site Secretarial (TOSS) that extends the expiration date to December 31, 2021 (attached). The addendum shows a less than 2.5 percent increase in the rates. Approval of the contract with TOSS is part of the resolution.

Appointing legal services is another part of the Organization Resolution. The most recent agreement with the City's Attorney, Joseph Langel of Ratwik, Roszak & Maloney, P.A. was effective through December 2020, the updated agreement is effective January 2021 through December 2022 and includes the following changes: Regular hourly rate of \$155.00, up from \$150.00, litigation rate of \$175.00 (not previously defined and seldom used), development rate of \$185.00 (no change) and the retainer rate of \$3215.00 per month in 2021 (no change) and \$3375.00 in 2022.

The firm of Eckberg Lammers was contracted with in January 2018, for prosecution services through 2021. The City's policy has been to review outside professional contracts on a three to five year basis.

Timeframe:

Approximately 15 minutes

Funding Source:

N/A

Responsible Party(ies):

City Administrator
Administrative Services Director

Outcome:

To receive clear direction from the Council with regard to the appointments to committees, boards, authorities and other groups, designation of the official newspaper, the addendum to the Recording Secretary Service Agreement and appointments for legal services.

Attachments

[TOSS Agreement](#)

[Newspaper Request](#)

[Committee Descriptions](#)

[Ratwik, Roszak & Maloney Contract](#)

[Draft Res 21 001](#)

Form Review

Inbox

Colleen Lasher (Originator)
Kurt Ulrich
Form Started By: Colleen Lasher
Final Approval Date: 01/07/2021

Reviewed By

Colleen Lasher
Kurt Ulrich

Date

01/07/2021 03:15 PM
01/07/2021 04:00 PM
Started On: 01/05/2021 04:18 PM

TimeSaver Off Site Secretarial, Inc.

RECEIVED
OCT 26 2020

October 22, 2020

Ms. Katie Schmidt, Administrative Assistant
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Dear Katie,

Enclosed is an Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2021. The unit rates reflect an increase of 50 cents per hour and 25 cents per page and a base rate increase of less than 2.5%.

We appreciate the confidence you have placed in TimeSaver to handle your meeting minute needs and look forward to continuing that relationship in 2021.

If you need further information or have questions, please feel free to contact me at 612-251-8999.

Best regards,



Carla Wirth
Owner

Enclosure: Recording Secretary Service Agreement
Return envelope

**ADDENDUM TO
RECORDING SECRETARY SERVICE AGREEMENT**

Dated: December 31, 2020

By and between TimeSaver Off Site Secretarial, Inc. and the City of Ramsey, 7550 Sunwood Drive, Ramsey, MN 55303.

1. **EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT:** The term of the existing Recording Secretary Service Agreement dated December 31, 2019 shall be extended under the same terms and conditions to December 31, 2021.
2. **TOSS CHARGES:** TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:
 - a. **Base Rate:** One Hundred Fifty-One and 00/100 dollars (\$151.00) for any meeting up to one (1) hour (billable time) plus Thirty-Six and 00/100 dollars (\$36.00) for each thirty (30) minutes following the first one (1) hour; or
 - b. **Unit Rate:** Forty-Seven and 25/00 dollars (\$47.25) for the first hour of meeting time and Thirty-One and 50/100 dollars (\$31.50) for every hour after the first hour plus Fourteen and 25/100 dollars (\$14.25) for each page of draft minutes for submission to the City of Ramsey for their preparation of final minutes.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretary Service Agreement as of the day and year indicated.

January __, 2021

CITY OF RAMSEY

By _____
Kurtis G. Ulrich

Its City Administrator

November 1, 2020

TIMESAVER OFF SITE SECRETARIAL, INC.

By Carla Wirth
Carla Wirth

Its President & CEO

Rec. 11-18-20
AL



November 18, 2020

Jo Thieling
City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Jo,

It is with great pleasure that we ask to serve as the official newspaper for the City of Ramsey in 2021. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the Anoka County UnionHerald. The legal publication rate for the Anoka County UnionHerald as of January 1, 2021, will remain unchanged from the 2020 rate of 10.75 per column inch. If any documents need to be manually typeset, a \$20 flat fee will be charged per public notice. As a newspaper published in the County of Anoka, we meet the requirements to qualify as your official legal newspaper. *The deadline will be 10:00 a.m. Wednesday for Friday's publication.*

All public notices published in the Anoka County UnionHerald will be posted to abcnewspapers.com – which averages over 54,000 unique visitors per month in search of local news and information.

We have appreciated your business over the past years and hope that we can be of service to you in 2021 as a credible, locally-owned, weekly community news source. If you have any questions, please feel free to call me at 763-691-6001 or email me at publicnotice@ecm-inc.com. Thank you for your consideration.

Sincerely,

Tonya Orbeck
Legal Notice Department Manager

COMMITTEES, AUTHORITIES, BOARDS, COMMISSIONS
(Descriptions and Meeting Schedules)

One Year Appointments

Economic Development Authority (EDA) (Appointments 2 Plus Alt) The primary objective of the EDA is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey. The EDA meets the **second Thursday of each month, beginning at 7:30 a.m.**, in the Council Chambers at the Municipal Center.

Environmental Policy Board (EPB) (Appointments 1 Plus Alt) The EPB will promote environmental awareness and conservation practices by citizens by advising the City Council on policy issues, review of new development proposals, communication and education. The EPB **meets on the 3rd Monday of each month at 6:30 p.m.** in the Council Chambers at the Municipal Center.

Happy Days (Appointments 1 Plus Alt) The Committee **meets monthly (with no meetings November through March)** to plan the City's annual Happy Days Festival. Meetings are normally held at the Municipal Center – meeting room to be determined. This growing community festival is a large array of family friendly activities and events during the day with live music and fireworks in the evening. The festival is mostly funded through sponsorships (excluding staff time) and coordinated with the help of several volunteers.

Highway 10 Committee (Appointments 3) This is a committee of three City Councilmembers that addresses issues of concern to Highway 10, including legislative initiatives, grant requests, and attending the Anoka County Highway 10 Working Group meetings (early morning 7:30 a.m.). **Meets four to six times per year as needed.** There is no set schedule.

Park and Recreation Commission: (Appointments 1 Plus Alt) The primary objective of the Park and Recreation Commission is to monitor and reflect the attitudes and concerns of the citizens of Ramsey relative to the park system and recreation programs, and to advise the City Council of citizen attitudes and policy matters relevant to the park and recreation function in Ramsey. The Park and Rec. Commission meets on the 2nd Thursday of each month at 6:30 p.m. in the Council Chambers at the Municipal Center or at various Ramsey parks.

Planning Commission: (Appointments 1 Plus Alt) The primary objective of the Planning Commission is to advise the City Council on land use concerns. In addition, the Planning Commission shall serve as the planning agency and shall have the powers and duties given such agencies by state statute. The Planning Commission meets on the 1st Thursday of each month at 7 p.m. in the Council Chambers at the Municipal Center.

Public Works Committee (Appointments 3 Plus Alt) This Committee considers and advises the City Council on matters concerning public infrastructure, including roadway improvements and maintenance operations, traffic control modification requests, storm water management, and public utility improvements and needs. The Committee **meets the 3rd Tuesday of each month at 5:30 p.m.** in the Lake Itasca Room at the Ramsey Municipal Center.

Public Advisory Committee (PAC) of the NW Metro Mississippi River Crossings Feasibility Analysis: (Appointments 1 Plus Alt) This is a *temporary group* which is set to meet two times in 2021. No specific dates are set yet for the remaining meetings. The purpose of the PAC is to review and confirm key policy issues, strategies and consequences identified by the Technical Advisory Committee (TAC).

Two Year Appointments

Ramsey/Nowthen Joint Powers Board (JPB) (Appointments 2 Plus Alt) (This is a 2-year appointment.) In 2009, the cities of Ramsey and Nowthen created a collaborative agreement for fire and rescue services for the purpose of increasing service capacity and decreasing response time, and reducing the cost of providing fire and rescue services to both communities. The purpose of the JPB is to review and advise on the coordination of emergency fire and rescue operations between Ramsey and Nowthen, review performance of the Fire Department and set the rates to be charged to Ramsey and Nowthen under the agreement. The Board generally **meets in January and July (subject to schedules)** alternating between Ramsey and Nowthen's public meeting place.

Anoka County Joint Law Enforcement (JLEC) (Appointments 1 Plus Alt) (This is a 2-year appointment.) The JLEC is an innovative governing body that was created in Anoka County to collaboratively and efficiently work on public safety issues through the entire county. The JLEC was created in 1970 and the following is an excerpt from the original agreement: "County of Anoka hereby recognizes the need to prepare to deal adequately with the current crime problems and problems of law enforcement which could intensify with continuing population growth and changes which are of a regional nature ...within the region of Anoka County." This meeting is chaired by the County Attorney. This group is made up of elected officials from each jurisdiction, and the Chief/Sheriff of each jurisdiction. The Fire Protection Council also has a representative on the JLEC. This Board **meets quarterly – the 4th Wednesday of the month at 2:00 p.m.** The meeting locations vary. The January meeting will take place on January 22 from 2:00 to 4:00 p.m. and will be at the Anoka County Sheriff's Office Community Room. Other locations are Anoka Police Department, Columbia Heights Police Department and Blaine Police Department. The 2020 schedule and confirmed locations will be distributed shortly – most likely disseminated at the January 22, 2020 meeting.

Anoka County Fire Protection Council (ACFPC) (Appointments 1 Plus Alt) (This is a 2-year appointment) The ACFPC operates as an independent Joint Powers Arrangement between multiple jurisdictions in Anoka County. The purpose of the ACFPC is to join together to improve the efficiency and effectiveness of fire and emergency services to the public within the geographic service area of the member jurisdictions, to cooperatively address its member's long term needs for fire-fighting and emergency equipment, fire records data systems and fire-fighter and EMS training. The ACFPC **meets quarterly in the months of January, April, July, and October, at approximately 7:00 p.m.** at a rotating location in one of the members' jurisdictions.

Lower Rum River Watershed Management Organization (LRRWMO) (Appointments 1 Plus Alt) (This is a 2-year appointment.) LRRWMO is a joint powers special purpose unit of government including the cities of Ramsey, Anoka and portions of Andover. The organization seeks to protect and improve lakes, rivers, streams, groundwater, and other water resources across municipal boundaries. The LRRWMO **meets the 3rd Thursday of the month beginning at 8:30 a.m.,** at Anoka City Hall (Committee Room) 2015 South 1st Avenue, Anoka.

Youth First (Appointments 1 Plus Alt) (This is a 2-year appointment.) Youth First is a non-profit organization that provides free after school and summer programs to middle and high school age children in Andover, Anoka, Coon Rapids and Ramsey. Their mission is to actively engage youth, their families, and the community to ensure youth have the five fundamental promises they need to succeed: safe places, caring adults, effective education, a healthy start and opportunities to serve. Youth First **meets the second Thursday of every month at 7:30 a.m.** – at the Youth First Building, 6701 Highway 10 NW, Ramsey, MN.

Quad Cities Cable Commission (QCTV) (Appointments 1 Plus Alt) (This is a 2-year appointment.) QCTV strives to connect our communities through local cable TV programming valued by residents. The four member cities include Andover, Anoka, Champlin and Ramsey. The Committee **meets on the 3rd Thursday of each month at 11:00 a.m.** in the Council Chambers at Anoka City Hall, 2015 – 1st Avenue, Anoka as a governing board for this joint powers organization.

CONTRACT FOR CIVIL LEGAL SERVICES

This agreement is entered into by and between the **City of Ramsey**, 7550 Sunwood Drive N.W., Ramsey, MN 55303 (hereinafter “City”) and the law firm of **Ratwik, Roszak, & Maloney, P.A.**, 730 Second Avenue South, Suite 300, Minneapolis, MN 55402 (hereinafter “Law Firm”), for the purpose of utilizing the Law Firm to provide civil legal services to the City.

RECITALS

WHEREAS, the City has retained the Law Firm since July 2013 to provide professional civil legal services; and

WHEREAS, the City wishes to continue utilizing the Law Firm for such services.

NOW THEREFORE, IN CONSIDERATION OF the mutual promises contained herein and other good and sufficient consideration the parties agree to the following:

TERMS

1. Scope and Nature of Legal Services: The parties agree to the following description of the nature of the legal services to be provided by the Law Firm to the City:

1.1 Retainer Matters: The Law Firm shall provide the following civil legal services to the City in exchange for the retainer fee set forth in Paragraph 6.1:

- A. Attend monthly staff meetings.
- D. Review and drafting of ordinances, resolutions, agreements, deeds and other documents requested by the City.
- E. Advising staff on legal matters by telephone or in person, at our offices or at the Municipal Center.
- G. Legal research and opinions as directed by City Council, City Administrator and/or Department heads.
- H. Advice on day-to-day personnel matters.
- I. EDA representation as directed by City Administrator.

- J. Data practices/open meeting law advice.
- K. Updates on relevant new legislation and case law affecting municipal government.

1.2 Non-Retainer Matters: The parties contemplate that the Law Firm will also provide civil legal services outside the scope of services covered by the retainer as described in paragraph 1.1 above. These non-retainer services shall be handled as follows:

1.2.1 Attendance at Meetings. Attendance at regular and special City Council meetings, Council work sessions, and board, commission and committee meetings shall only occur as directed by the City Administrator or Mayor. Meeting attendance for these meetings will be billed at a flat fee of \$500 per meeting. Unless otherwise provided in this agreement, attendance at any other meetings shall be billed hourly at \$155.00 per hour.

1.2.2 Contested Case Matters: The Law Firm will provide, and the City shall utilize the Law Firm for representation in contested cases. For purposes of this Agreement, a contested case matter means an adversarial proceeding in any arena including, but not limited to, district court or appellate court litigation, arbitration, eminent domain proceedings, civil forfeiture proceedings, abatement proceedings, special assessment proceedings, human rights administrative proceedings, veterans preference proceedings, unemployment hearings, and the like. These legal services will be billed to the City at \$175.00 per hour during the term of this Agreement.

1.2.3 Investigations/Negotiations: The Law Firm will perform investigations as requested by the City, and will provide labor negotiation assistance as requested by the City. These legal services will be billed to the City by the Law Firm at \$155.00 per hour during the term of this Agreement.

1.2.4 Property Matters: The Law Firm will perform legal services related to property matters, including City and EDA real estate sales and/or acquisitions, and easement drafting and acquisition. These legal services will be billed to the City

by the Law Firm at \$155.00 per hour during the term of this Agreement.

1.2.5 Development Matters: The Law Firm will perform legal services in the Land Use Economic Development area where the project proposer is required to reimburse the City for legal services. These legal services will be billed to the City by the Law Firm at \$185.00 per hour during the term of this Agreement.

2. Reimbursable Costs and Expenses.

2.1 General Rule: For all costs associated with retainer and non-retainer work, the City will reimburse the Law Firm for actual, necessary, and reasonable costs and expenses incurred by the Law Firm in the performance of the legal services contained in this Agreement.

2.2 Specific Rates:

<u>Description of Costs</u>	<u>Rate</u>
Mileage	I.R.S. Rates
Parking	Actual Cost
Photocopying	\$.20 per page
Postage	Actual Cost
Messenger	Actual Cost
Court Costs	Actual Cost
Arbitration Costs	Actual Cost
Other Contested Case Costs	Actual Cost

2.3 Billing Procedures: Notwithstanding the provisions of paragraph 5 regarding billing and payment procedures, the parties understand and agree that certain expenses may not be known to the Law Firm until after the monthly bill for legal services has been prepared and mailed to the City for payment. For example, an arbitrator's award and bill may not arrive until months after all legal services have been provided, billed, and paid.

3. Matters Covered by Insurance: Whenever a claim is made with an insurance carrier that arises out of a legal issue within the scope of this Contract for Legal Services, the City will recommend that the Law Firm be utilized by the insurance carrier in the matter for which the claim is made. The City may recommend the Law Firm to an insurance carrier for claims

arising out of matters which are outside of the scope of this Contract for Legal Services. At the point in time when an insurance carrier admits coverage, and to the extent that they will provide retroactive payments for attorneys' fees, the Law Firm will receive its payments for services rendered from the insurance carrier and not the City. To the extent that an insurance carrier does not pay for legal services rendered by the Law Firm, including any deductibles, the City will pay the Law Firm for services rendered at the rates charged to the insurance company, subject to the billing and payment provisions of paragraph 5.

4. Responsible Attorney and Staff. Joseph J. Langel shall be the primary attorney for the City. Mr. Langel shall be responsible for the performance of this agreement, although he may be assisted by other attorneys or support staff in the firm. Mr. Langel shall supervise all work performed on behalf of the City.

5. Conflict of Interest and Attorney/Client Privilege Issues:

5.1 Conflict of Interest: The Law Firm will notify the City if the Law Firm represents or has ever represented an opposing party in a legal matter, whether within or outside of any of the retainers. The Law Firm declares that it represents many school districts, cities, counties, and other public entities throughout the State of Minnesota, and in the area of the City of Ramsey.

5.2 Attorney/Client Privilege: The Law Firm is authorized to utilize e-mail without encryption to transmit and receive confidential client information. Cordless and cellular telephones may be used by the Law Firm to transmit and receive confidential client information. The City specifically acknowledges that it understands the confidentiality risks associated with inadvertent interception.

6. Billing Format, Cycle, Payment Expectations and Interests.

6.1 Retainers: The retainer for the retainer services described in Paragraph 1.1 shall be as follows:

2021	\$3,215/month
2022	\$3,375/month

6.2 Billing Format: The Law Firm will submit monthly statements for both retainer and non-retainer matters, itemizing legal services rendered for the prior month broken down into categories. These

categories shall include: retainer, non-retainer contested case, and non-retainer developer reimbursable.

- 6.3 Billing Cycle:** The Law Firm will bill monthly for legal services rendered in the prior month. Generally, bills will go out approximately fifteen (15) days after the end of the prior month.
- 6.4 Payment Expectations:** The City will pay the bill of the Law Firm within thirty (30) days or less of its receipt of the bill by forwarding a check to the Law Firm paying for both legal services and expenses shown on the Law Firm's bill.
- 6.5 Disputes:** In the event that the City disputes any aspect of the Law Firm's bill, the appropriate City representative will contact Joseph J. Langel at the Law Firm stating the nature of the dispute. The parties pledge their mutual good faith in resolving any disputes.
- 6.6 Interest:** Because the City will be paying the Law Firm's bills within thirty (30) days from their receipt, no interest will be charged. If the City determines that it will be necessary to deviate from that payment schedule, then it will notify the Law Firm. An interest rate of 8% per annum will be charged to the City if it elects a payment schedule greater than thirty (30) days, subject to change as may be mutually agreed between the parties.
- 6.7 Term:** The term of this Agreement will be from January 1, 2021 to December 31, 2022, subject to the following provisions:
1. During the term of the Agreement, either party may terminate the Agreement upon thirty (30) calendar days written notice to the other party.
- 6.8 City Approval:** The City Council has approved the Law Firm's performance of legal services for the City during the term of this agreement. The signing of this agreement will be ministerial, and the Law Firm is authorized to commence performing services immediately.
- 6.9 Severability.** Upon termination of this agreement, the City shall only be responsible for the pro rata portion of the annual retainer under Section 6.1.

6.10 Other. The City expressly reserves its right to hire independent counsel on matters it determines requires an attorney with more expertise or expertise in a particular field. In such a situation, the City shall remain responsible to the Attorney for the monthly fee provided under this agreement along with any billings not related to the matter for which special counsel was retained. The City shall only be responsible to the Attorney for extra expenses in relation to the matter for which special counsel is retained if the City names the Attorney as co-counsel in the matter or otherwise requests the Attorney's participation.

THE CITY OF RAMSEY

RATWIK, ROSZAK & MALONEY, P.A.

By: _____
Its Mayor

By: _____
Ann R. Goering, President

By: _____
Its City Administrator

Councilmember

introduced the following resolution and moved for its adoption:

RESOLUTION #21-001

RESOLUTION FOR 2021 COUNCIL ORGANIZATION

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

- 1) That the City of Ramsey's official newspaper is as follows:
 - a) Anoka County UnionHerald - official newspaper of the City in which all legal notices, vacancies, advertisements, etc. will be published
- 2) That the Acting Mayor, Council standing committees, Ramsey/Nowthen Joint Powers Board, Economic Development Authority, County HRA, Health Authority, recording secretary and legal services designations, and delegate appointments are as follows:

	<u>2020 Appt.</u>	<u>2021 Appt.</u>
a) Acting Mayor	Chris Riley	Chris Riley
b) Economic Development Auth	Chris Riley Mark Kuzma Dan Specht (Alt)	Chris Riley Matt Woestehoff Chelsee Howell (Alt)
c) Environmental Policy Board	Jeff Menth Debra Musgrove (Alt)	Chelsee Howell (Alt)
d) Happy Days Committee	Dan Specht Jeff Menth (Alt)	Dan Specht (Alt)
e) Highway 10 Committee	Mark Kuzma John LeTourneau Chris Riley Kurt Ulrich	Mark Kuzma Chris Riley Dan Specht Kurt Ulrich
f) Legal Services:		
General Legal	Ratwik, Roszak & Maloney	Ratwik, Roszak & Maloney
Prosecution	Ekberg Lammers	Ekberg Lammers
Bond Counsel/TIF	Briggs & Morgan	Briggs & Morgan

	<u>2020 Appt.</u>	<u>2021 Appt.</u>
g) Park and Recreation Commission	Debra Musgrove Vacant (Alt)	Open (Alt)
h) Planning Commission	Debra Musgrove Vacant (Alt)	Debra Musgrove Matt Woestehoff (Alt)
i) Public Works Committee	Mark Kuzma Jeff Menth Chris Riley Vacant (Alt)	Debra Musgrove Chris Riley Matt Woestehoff (Alt)
j) Public Advisory Committee (PAC) Of the NW Metro Mississippi River Crossings Feasibility Analysis	Jeff Menth Vacant (Alt)	Debra Musgrove Matt Woestehoff (Alt)
k) Recording Secretarial Services: TimeSaver Off-Site Recording Secretary Service (TOSS)	TOSS	TOSS
	<u>2019-2020 Appt.</u>	<u>2021-2022 Appt.</u>
l) Anoka County Fire Protection Council	Chris Riley Vacant (Alt)	Matt Woestehoff (Alt)
m) Anoka County Joint Law Enforcement Council (JLEC)	Jeff Katers Jeff Menth Dan Specht	Jeff Katers Dan Specht Chelsee Howell (Alt)
n) Anoka County Solid Waste Abatement Advisory Team	Chris Anderson	Chris Anderson
o) County Housing and Redevelopment Authority Liaisons	Tim Gladhill Sean Sullivan	Tim Gladhill Sean Sullivan
p) Health Authority	Dr. James Long	Dr. James Long
q) LOGIS Board of Directors	Jason Fredrickson Calvin Kubat	Jason Fredrickson Calvin Kubat
r) Lower Rum River Watershed Management Organization (LRRWMO)	Debra Musgrove Mark Kuzma (Alt)	Debra Musgrove (Alt)
s) Lower Rum River WMO TAC	Bruce Westby	Len Linton

	<u>2019-2020 Appt.</u>	<u>2021-2022 Appt.</u>
t) North Metro Mayors Association: Operating Committee Management Committee	John LeTourneau Kurt Ulrich	Mark Kuzma Kurt Ulrich
u) Quad Cities Cable Communications Commission	Jeff Menth Kurt Ulrich	Matt Woestehoff Kurt Ulrich
v) Ramsey/Nowthen Joint Powers Board	Mark Kuzma Debra Musgrove Vacant (Alt)	Mark Kuzma Debra Musgrove Matt Woestehoff (Alt)
w) Youth First	Michelle Anderson Tim Frankfurth Dan Specht Cory Gardner (Alt) Jeff Menth (Alt)	Michelle Anderson Tim Frankfurth Dan Specht Cory Gardner (Alt) Matt Woestehoff (Alt)

*Councilmember resignations not listed.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of January, 2021.

Mayor

ATTEST:

City Clerk

Meeting Date: 01/12/2021

Information

Title:

Discussion Regarding Union Contract Negotiations for LELS-Patrol & LELS-Sergeants (Discussion Closed to the Public)

Purpose/Background:

The purpose of this discussion is to provide the City Council with an update on the status of negotiations and to receive feedback for staff going forward.

Per Minnesota Statutes 13D.03, which states: "The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections [179A.01](#) to [179A.25](#)" staff is requesting that the City Council go into closed session to discuss the LELS-Patrol and LELS-Sergeants negotiations. Both contracts expired on December 31, 2020.

Timeframe:

Up to 20 minutes.

Funding Source:

Not applicable at this time.

Responsible Party(ies):

Colleen Lasher, Administrative Services Director

Outcome:

For the City Council to provide staff with direction regarding how to proceed with the contract negotiations.

Attachments

Statute

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/07/2021 10:36 AM
Form Started By: Colleen Lasher		Started On: 01/05/2021 11:40 AM
Final Approval Date: 01/07/2021		

13D.03 CLOSED MEETINGS FOR LABOR NEGOTIATIONS STRATEGY.

Subdivision 1. **Procedure.** (a) Section 13D.01, subdivisions 1, 2, 4, 5, and section 13D.02 do not apply to a meeting held pursuant to the procedure in this section.

(b) The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.

(c) The time of commencement and place of the closed meeting shall be announced at the public meeting.

(d) A written roll of members and all other persons present at the closed meeting shall be made available to the public after the closed meeting.

Subd. 2. **Meeting must be recorded.** (a) The proceedings of a closed meeting to discuss negotiation strategies shall be tape-recorded at the expense of the governing body.

(b) The recording shall be preserved for two years after the contract is signed and shall be made available to the public after all labor contracts are signed by the governing body for the current budget period.

Subd. 3. **If violation claimed.** (a) If an action is brought claiming that public business other than discussions of labor negotiation strategies or developments or discussion and review of labor negotiation proposals was transacted at a closed meeting held pursuant to this section during the time when the tape is not available to the public, the court shall review the recording of the meeting in camera.

(b) If the court finds that this section was not violated, the action shall be dismissed and the recording shall be sealed and preserved in the records of the court until otherwise made available to the public pursuant to this section.

(c) If the court finds that this section was violated, the recording may be introduced at trial in its entirety subject to any protective orders as requested by either party and deemed appropriate by the court.

History: 1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2

CC Work Session

3.1.

Meeting Date: 01/12/2021

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

Form Started By: Katie Schmidt

Final Approval Date: 01/07/2021

Reviewed By

Colleen Lasher

Kurt Ulrich

Date

01/06/2021 05:11 PM

01/07/2021 10:20 AM

Started On: 12/18/2020 07:42 AM

City Council Future Topics – Work Session

(Tentative Dates)

Proposed Date		Minutes
01/26/2021	Discussion Regarding Highway 10 Update – Gladhill	60
01/26/2021	Discussion Regarding the City’s Communication Plan -Staff	15
02/08/2021	Discuss the WTP Feasibility Study and request feedback on the study and direction as to the preferredsite, public input process, and next steps. - Westby	60
By 02/22/21	Discussion Regarding the Remote Attendance Policy – Retain unlimited annual use or revise	15
03/23/2021	Draft Trail Maintenance Policy – Westby/Riemer	30
By 04/30/21	Discuss Chapter 4 of the Charter – Elections – Lasher	30
04/27/2021	Draft Stormwater Pond Maintenance Policy – Westby/Riemer	30
June	Bi-annual Updates Regarding City Communications	15
2021	Discuss the General Topic of Holding Joint Meeting(s) with the Council and Commissions & Other Cities. Based on discussion, future work sessions TBD.	20
2021	Discuss Historic Town Hall – Ulrich	30
2021	City Branding Presentation - Ulrich	40
2021	Fire Department Duty Crew Analysis - Kohner	20
2021	Comprehensive Plan Review – Gladhill	30-45
2021	CR-5 Corridor Study Review - Westby	45
2021	Park System Plan – Riemer/Riverblood	60
2021	Review Council Member Compensation Study	20
2021	Accounting of City Engineering Staff Time for City Projects - Westby	30
2021	Discuss Enacting Ordinance Regulating Targeted Picketing in Residential Neighborhoods	15
Nov.	Bi-Annual Communications Update	
TBD	Joint Fire Services JPA	15