

**City of Ramsey**  
**Agenda**  
**Public Works Committee**  
**Tuesday, November 16, 2021**

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

Remote Attendance available at [www.cityoframsey.com/meetings](http://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. Citizen Input**
- 3. Approve Agenda**
- 4. Approve Minutes**
  1. Approve the following meeting minutes.
    1. Public Works Committee meeting dated October 19, 2021.
- 5. Committee Business**
  1. Cost of Gravel Road Maintenance/Cost of Paving Remaining Gravel Roads
  2. Adopt Resolution #21-330 Approving Emergency Response Plan for America's Water Infrastructure Act of 2018
  3. Consider Revisions to Municipal State Aid Roadway System
  4. Refurbish the 25-year old Lake Itasca Boardwalk
  5. Properly Evaluating Existing and Proposed Crosswalk Improvements
- 6. Committee/Staff Input**
  1. Receive Staff Updates on Improvement Projects, Studies and Items of Interest
  2. Review Future Topics Calendar
- 7. Adjournment**

**Public Works Committee**

4. 1.

**Meeting Date:** 11/16/2021

**Submitted For:** Grant Riemer, Engineering/Public Works

**By:** MaryJo Warner, Engineering/Public Works

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**Title:**

Approve the following meeting minutes.

1. Public Works Committee meeting dated October 19, 2021.

**Purpose/Background:**

Purpose: To review and approve meeting minutes.

Background: Attached are the meeting minutes for review.

**Timeframe:**

5 minutes.

**Observations/Alternatives:**

n/a

**Funding Source:**

n/a

**Recommendation:**

To review and approve meeting minutes dated October 19, 2021.

**Action:**

Motion to approve meeting minutes dated October 19, 2021.

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**Attachments**

Minutes

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Grant Riemer	Grant Riemer	11/10/2021 03:41 PM
Kurt Ulrich	Kurt Ulrich	11/10/2021 04:21 PM
Form Started By: MaryJo Warner		Started On: 11/10/2021 02:10 PM
Final Approval Date: 11/10/2021		

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

The Public Works Committee conducted a regular meeting on Tuesday, October 19, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Chris Riley  
                            Councilmember Debra Musgrove  
                            Councilmember Matt Woestehoff

Also Present:         City Engineer Bruce Westby  
                            Economic Development Manager Sean Sullivan  
                            Civil Engineer II Joe Feriancek  
                            Tom Bakritges, Capstone Homes  
                            John Dobbs, Re/Max Results

**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 Woestehoff, seconded by Councilmember Musgrove, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove.  
Voting No: None.

**4.     APPROVE MINUTES**

**4.01: Approve September 21, 2021, Meeting Minutes**

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to approve the following minutes:

Regular Meeting Minutes dated September 21, 2021

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove.  
Voting No: None.

## **5. COMMITTEE BUSINESS**

### **5.01: Discuss Potential Pedestrian Crossing at Hwy 47/142<sup>nd</sup> Avenue**

City Engineer Westby reviewed the case and the staff recommendation to work with MnDOT in 2027 to explore safe alternatives for a pedestrian crossing in the area.

Councilmember Musgrove asked if there are trails planned through the parks department for that area on that side of the street.

City Engineer Westby replied that there are no plans at this time.

Councilmember Woestehoff commented that it appears there is a section of sidewalk along 47 on the west side but a segment appears to be missing that would provide connection to a controlled intersection.

City Engineer Westby confirmed there is a segment missing and there are currently no plans to make such connections.

Councilmember Musgrove referenced the undeveloped parcels and asked if there has been discussion to improve the area where pedestrians have created a trail. She asked if there are plans to improve that trail area.

City Engineer Westby replied that he is unsure and noted that they are attempting to wait for development to bring that connection.

Economic Development Manager Sullivan commented that the undeveloped parcel is City owned and there had been discussion of the City putting in that trail segment, but it would be difficult to predict what development would bring and what the trail segment would need to look like.

Chairperson Riley stated that this segment has been identified on the trail gap list for many years. He stated that perhaps that segment should be pushed more.

Councilmember Musgrove stated that it would make sense to look into that option in working with MnDOT, as students use that segment to get to the high school. She agreed that it would be worth looking into because it has been discussed for a long time.

Councilmember Woestehoff stated that he would support the recommended motion to work with MnDOT in 2027 but would also support that segment being working into the parks system discussion for trail gaps. He did not however believe that striping and a flashing signal would create a safe pedestrian crossing in that location.

City Engineer Westby confirmed that there is no immediate plan to push the improvement before 2027, but to think about that area as opportunities arise to fill the trail gaps.

Councilmember Woestehoff stated that he would be interested in creating a trail improvement and if the eventual developer does not like that trail, they can change it. He clarified that the trail segment he is mentioning would go south, west of Hwy 47 to Bunker Lake Boulevard.

City Engineer Westby stated that staff can discuss that option and bring it back to the Committee.

Chairperson Riley stated that he was thinking about the east side of the road from 142<sup>nd</sup> towards Xkimo going north.

Councilmember Musgrove commented that both sides would be worth looking into.

Chairperson Riley agreed that it would not make sense to create a pedestrian crossing at 142<sup>nd</sup>.

City Engineer Westby commented that this would be added to the future topics list to bring back in the spring.

**5.02: Consider Revised Cost Share Framework for Riverdale Drive Extension Improvement Project Related to Riverstone South; Case of Capstone Homes and Pearson Properties of Ramsey**

Economic Development Manager Sullivan reviewed the staff report and noted that staff has worked hard to bring forward a creative solution to fund the Riverdale Drive Extension and tree preservation credit that utilizes MnDOT grants, Ramsey HRA funds and PIR funds. This project will open up more land for residential and commercial/industrial development and increase safety for existing and future Ramsey residents and businesses. Staff recommends that the City Council approve the revised Cost Share Framework including Tree Preservation, including the City contribution to the County property, updating planned grant fund revenue and ROW acquisition cost.

Chairperson Riley commented that there are a lot of numbers and there has been a lot of previous discussion on this topic. He asked if the developer is comfortable with the proposed plan.

Tom Bakritges, Capstone, confirmed that staff did an excellent job in its presentation, and this is several years in the making, through collaboration and they agree with what is presented. He stated that weather permitting, this plan would allow them to begin construction in February or March of 2022. He stated that they have been meeting weekly with staff and everyone agrees this would be the best path forward.

John Dobbs, representing the Pearsons, agreed with the comments of Tom Bakritges. He commented that Economic Development Manager Sullivan has stepped into this and done well in the past few months. He stated that the Pearsons support this proposal.

Councilmember Woestehoff stated that if the developer wants to build in early 2022, he would be curious as to when the road would be constructed.

City Engineer Westby replied that staff has been working through that in the past few weeks after receiving grant funds. He explained the review process that is necessary from MnDOT in order to use those funds. He stated that if the Committee accepts the framework, staff would bring this forward to the Council on October 26<sup>th</sup> and request development of plans for the road and utilities. He stated that they would propose to work on those two elements separately in order to complete the utilities while awaiting MnDOT approval for the road plans. He estimated that the road project could be bid in July with contract award and the work to be completed by September 2022.

Councilmember Woestehoff asked if that timeline would align with the schedule of the developer.

Mr. Bakritges replied that they will be constructing homes. He noted that there is an existing farm road that runs through the County property and can be utilized for construction. He stated that schedule should align with them.

Chairperson Riley asked for clarification on the numbers proposed with the cost share and the agreement for cost share between the Pearsons and Capstone.

Economic Development Manager Sullivan stated that the Pearsons and Capstone already have an agreement on how they will share the cost, based on the linear footage. He stated that Capstone does not want to contribute more than their linear footage and they are not willing to change their agreement.

Chairperson Riley understood there is a separate agreement between Capstone and the Pearsons but noted another option which would avoid using the PIR fund.

Economic Development Manager Sullivan stated that this scenario utilizes voluntary assessments. He stated that under the scenario that Chairperson Riley presented, Capstone would pay a larger assessment, which they have stated they are not willing to do. He stated that the scenario mentioned by Chairperson Riley would in essence reopen negotiations.

Mr. Dobbs stated that the Pearson agreement is in writing with Capstone and goes back to before a time when a proposal was presented to the City. He stated that it is not something that would easily be renegotiated as it goes back to the time the purchase of the property was first discussed.

Mr. Bakritges stated that the cost share that was previously agreed upon is still maintained through this revised agreement, although he understood that the funds the City will be using for its portion are now different. He stated that the City was unable to receive grant funds for the tree purchase and this would still allow for the project and road construction to move forward.

Economic Development Manager Sullivan commented that the point of Chairperson Riley is valid in that if everyone could agree, they could use HRA funds and not use the PIR fund but from a negotiation standpoint they could not reach that point.

Councilmember Musgrove commented that she is glad to see the County property price reduced. She stated that the City has asked for the tree area to be preserved and because staff has looked for other options, that did not work out, she would be comfortable moving forward in the method

proposed. She stated that there are a lot of benefits to having the Bowers Drive access changed onto Highway 10, which helps existing residents.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend that the City Council approve the revised Cost Share Framework including Tree Preservation, including the City contribution to the County Property, updating planned grant fund revenue and ROW acquisition costs, and the Public Works Committee feels that a contribution to a collector road has a broader public benefit and that the revised cost share framework is close to the original framework originally approved (non-binding) by the City Council.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

### **5.03: Receive Sound Wall Request Letter from Residents East of State Highway 47, North of Xkimo Street**

City Engineer Westby reviewed the staff report and asked for input from the Committee.

Chairperson Riley invited the residents to provide input.

Ted Blakely, 5041 Xkimo Court, commented that staff did a great job providing background and describing what they are looking for. He stated that he and his wife have lived in their home for about 20 years and when they first moved in there was less traffic on Highway 47. He stated that since that time there has been an increase in traffic and the noise levels increased after the senior living home was constructed west of Highway 47. He believed that perhaps the noise is bouncing off that building towards the other residential properties. He stated that when they sit on their deck, they often have to pause conversation until loud vehicles pass by. He stated that he can also hear traffic inside his home because of the noise level. He stated that there is a walking path along 47 and the sound wall further up the road provides a huge difference in mitigating the noise from traffic. He stated that many of the residents that live on the cul-de-sac now work from home and therefore have no escape from the traffic noise, therefore the issue can become a bigger problem.

Rick Bailey, 5021 Xkimo Court, commented that he is hugely dissatisfied with the experience they are having because of the impact of loud traffic noise. He agreed that he and his wife have to stop conversations when sitting outside because of loud traffic. He commented that he has lived in his home for 13 years and the problem has exponentially increased during that time. He commented on the impact the noise has perpetually and it impacts their quality of life.

Mr. Blakely agreed that the problem wears on them daily and decreases their level of satisfaction in living in that area.

Mr. Bailey commented that the speed increases at the stoplight and therefore traffic accelerates at that point.

Megan Blakely, 5041 Xkimo Court, commented that they are the closest house to the road. She stated that at some point they lost leverage with the builder and asked if there were a part of the

City process that would include visual inspection of the land. She asked whose responsibility it would be to ensure the intent of the sound wall is provided. She stated that she is concerned that this will result in a way that makes them want to move from the cul-de-sac.

Mr. Bailey stated that his email included a drawing showing the noise wall extension going further than it does extend.

Chairperson Riley asked if the error was on the City or developer. He asked if the recourse against the developer has been lost.

City Engineer Westby commented that he can see what was communicated with the residents and agreed that does not align with the plan. He stated that what was built did align with the approved plan. He stated that the last 18 months have been a difficult situation to operate in with numerous people working remotely, acknowledging that communication has lacked and there has been change in staff members that perhaps broke down the process. He stated that moving forward, staff needs to be clear with the residents and developers as to what a wall of this manner would be. He stated that it was never stated in resolution or agreement that the wall would be from the southwest corner of the plat to the northwest corner, that the wall would be six feet in height from the existing pavement, etc. He stated that in future cases, staff will ensure that language is clear, and those specifications are made. He did not think it was the fault of any one person or thing. He stated that the proposed grading was not on the noise wall plan, which only showed existing grading. He acknowledged that the existing and proposed grading are different.

Councilmember Woestehoff asked if the noise wall to the north is in the Highway right-of-way.

City Engineer Westby commented that he believes that is on private property.

Councilmember Woestehoff commented that he feels the pain of the residents as he lives off Variolite where traffic moves at high speeds. He stated that he would not support the sign about the noise law as he feels that will entice people to move at higher speeds. He stated that in terms of leverage with the developer, there were notes from the Planning Commission review which states that the wall would be consistent with the existing noise wall. He noted that the EPB also suggested a noise study.

City Engineer Westby replied that he is unsure if the study was completed.

Councilmember Woestehoff stated that he believes this should be continued to be worked on as it is a problem worth solving and the developer should be involved.

City Engineer Westby stated that he has not reached out to the former Community Development Director to see if he has input that could provide assistance. He commented that could be useful moving forward. He noted that he would also follow up on the study and review various past sets of minutes. He stated that the noise wall to the north appears to be within the easement, just outside of the MnDOT right-of-way.

Councilmember Woestehoff asked if the same conditions exist in the area being discussed.

City Engineer Westby replied that the easement ends where the noise wall ends. He stated that this is an undeveloped corridor moving south and there are some trees that provide a buffer as well.

Councilmember Musgrove stated that if a sound wall were built on the other side of the trail, they would not be in the right-of-way.

City Engineer Westby replied that when you reach the west plat line, MnDOT right-of-way comes into play which is why the wall was constructed in the area it exists.

Mr. Bailey stated that when standing on the trail, you can look down on the wall.

Chairperson Riley commented that it is a six-foot-tall wall, it is just in a hole.

City Engineer Westby commented that the developer believes that the wall covered the homes they constructed, whereas the expectation of the existing residents was that the wall would extend further. He confirmed that the plans were approved by the City in the manner constructed.

Councilmember Musgrove thanked the residents for providing input and continuing to express their opinions. She stated that from the beginning the concern of the residents and Planning Commission was that there would need to be a sound wall there. She stated that she agrees that there needs to be a change to how the description is recorded. She noted that the intent was to have a wall similar to the other walls along 47, which are up high and provide a barrier. She stated that she does not feel that it would be worth addressing it more with MnDOT. She stated that there are not funds available. She asked if MnDOT has any future project plans in that corridor that could impact that wall.

City Engineer Westby stated that MnDOT only has plans to complete an overlay of the corridor in 2027. He stated that when they complete that overlay, they will review whether widening or pedestrian improvements are needed but they do not plan for expansion. He stated that he is not aware of any such improvements, noting that pedestrian improvements were already made at this intersection and Alpine Drive.

Councilmember Musgrove commented that posting signs and increasing enforcement would not provide the desired outcome. She asked staff to focus on potential funding and cost estimates to have a sound wall installed that met in the intent of the Planning Commission and City Council. She was unsure how it would look to have two sound walls and was unsure if the developer would be in agreement with the City moving the wall of the developer to the desired location. She asked the typical timing for sound wall installation.

City Engineer Westby stated that in terms of timing for a noise wall, it would depend on the circumstances. He noted that generally grading would begin and the noise wall would be installed during that time when utility work is completed. He stated that if the noise study was not completed, the City could go back to the developer and that could provide leverage.

Councilmember Woestehoff commented that he believes that they should talk to MnDOT because of the right-of-way that would be needed to complete the sound wall for those additional properties. He commented that would make it a continuous wall with the property to the north, which is more visually pleasing and would provide sound mitigation. He stated that if a new wall were constructed on the other side of the trail, he would simply remove the existing wall.

Councilmember Musgrove commented that if a sound wall is placed on the street side of the sidewalk there would be less visual impact for drivers. She commented that if the sound wall is placed on the other side of the sidewalk, it would be less likely to have impacts on future road projects.

Councilmember Woestehoff agreed that as they move towards the intersection, he would want to ensure there is sufficient visibility for drivers.

Chairperson Riley asked if the direction is for staff to pursue what would be necessary to construct the wall. He also asked for input from staff on the different elements that have been discussed. He stated that he would prefer the wall extend to the end of the plat where it was intended. He stated that he would also want to engage the developer as it sounds like there is blame to be shared, therefore he would support a cost share.

Councilmember Musgrove asked if the additional could be priced out as it appears to be a small portion.

Chairperson Riley commented that he does not believe that section is small but noted that staff could provide a general cost estimate as an alternative.

Mr. Blakely asked if there could be a compromise to extend the wall further, although recognized it may not be able to extend all the way to the other sound wall.

City Engineer Westby confirmed that he has sufficient direction.

Mr. Blakely asked for input on the timeline for that process.

City Engineer Westby replied that the Committee will meet again in November but does not meet in December. He commented that staff has a lot of work to complete in order to provide meaningful answers and responses to address this issue. He noted that perhaps staff could bring this back in January or February.

#### **5.04: Consider Recommending City Council Authorization to Prepare Plans and Specifications for 2022 Pavement Management Program Projects**

City Engineer Westby reviewed the staff report and recommended that the Committee recommend that the City Council authorize preparation of plans and specifications for 2022 Pavement Management Program projects.

Councilmember Musgrove asked if there was a 79 percent increase in the cost.

City Engineer Westby replied that the cost should not have been that much different.

Councilmember Musgrove referenced Autumn Heights, which is projected similar to expected. She asked what staff used as an estimated cost increase.

Civil Engineer II Feriancek stated that he went back and reanalyzed using the cost per mile formula. He stated that they budgeted a one percent increase for the next five years in order to build in inflation. He stated that there may need to be some soil corrections in Autumn Heights, which may be reflected in the increase.

Councilmember Musgrove commented that she believed Autumn Heights to be a reasonable increase compared to the other projects.

Mr. Feriancek stated that those projects are looked at differently because of the improvements needed.

Councilmember Musgrove referenced Waco Street and asked if it would be cheaper to reconstruct and leave the curb where it is if the residents like that.

Mr. Feriancek replied that he believes the condition of the curb and gutter is good and there would be spot replacements. He stated that they have not looked at the alternative of leaving that in place. He noted that while the upfront costs may be higher, they would be doing multiple overlays in the future and there would be additional plowing time as well.

City Engineer Westby agreed that the upfront costs would be higher but there would be operational and maintenance savings in the future. He stated that staff could attempt to review the options on cost.

Councilmember Musgrove stated that she believes it would be worth getting the input from the residents on that road.

Chairperson Riley asked if that could be included as an alternative. He stated that he would be interested in the cost difference before they go out to bid.

City Engineer Westby stated that the item could be pushed to the next Committee meeting in order to provide that additional information.

Chairperson Riley stated that he is only interested in the cost estimates for the options and would not direct staff to solicit input from the neighborhood.

Councilmember Woestehoff stated that he likes the narrowing as it would save staff time and provide consistency. He recognized that there would be a higher cost now, but there would be savings in the future.

City Engineer Westby provided clarification on the width of the road and right-of-way. He noted that segment is extremely wide and is the only street of that width in the area.

Councilmember Woestehoff asked if the additional information could be a part of the recommendation to the Council, rather than bringing this back to the Committee and causing a delay. He stated that he is personally comfortable with the project as outlined but if there is a desire to see the other option, that should be presented at the Council to continue the timeline.

Councilmember Musgrove confirmed that she would be comfortable with the additional information being provided to the Council.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend City Council authorization to prepare plans and specifications for 2022 Pavement Management Program projects, along with alternative options for Waco Street.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

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

### **6.01: Receive Staff Updates on 148<sup>th</sup> Lane NW Cul-de-Sac and Easement Vacations**

City Engineer Westby provided an update on the 148<sup>th</sup> Lane NW cul-de-sac and easement vacations.

Mr. St. Claire stated that their home was built before the easement was placed on the property and before the other neighbor constructed a home and moved into the property. He stated that when they had to obtain the variance there were some misleading things. He commented that they had to sign something, which they should not have had to. He explained that the current detached garage is 11 feet from the easement. He stated that when they wanted to construct the pole building, the opinion of City staff changed on where the front yard was for their property. He stated that the variance was based off the interpretation that the front yard was now their side yard. He stated that when they were going through the variance process, City staff encouraged them to pursue vacation of the easement as that would negate the need for a variance. He stated that when they spoke with the neighbor, they stated that they were not planning to develop but wanted the option to sell for development in the future, which is why they moved forward with the variance. He stated that they continued to do what staff said was necessary in order to move forward. He stated that if the City wants to make a turnaround, they do not have a problem with that, but if they plan to extend further, he would have an issue. He stated that the interpretation of City staff on where his side yard and front yard are located have complicated things. He identified where his garage and pole building are located. He commented that they are okay with whatever has to be done, they just want to be able to pave their driveway at some time and plan for what will be done in the future.

Councilmember Musgrove stated that the case mentions that public works would like a cul-de-sac or turnaround before winter. She stated that the St. Claires have been working on their variance

and issue for over 18 months. She asked what would be stopping the City from vacating the St. Claires' portion of the easement and allowing any future needs to be accommodated by the other property if that property wants to develop. She commented that the St. Claires have done a lot in trying to make things work and follow the path they are directed upon.

Chairperson Riley commented that the variance has been issued and clarified that the issue remaining is related to the vacation of the easement.

City Engineer Westby identified the right-of-way that would be necessary for a full cul-de-sac, which would go way into the driveway and therefore would not be an option. He stated that staff has discussed this and decided to take that off the menu because it would not work. He stated that in order to allow the other property to develop, perhaps four or five lots could be created on that other property. He stated that if that property owner wanted to retain the existing home, they would need to ensure the setbacks work. He stated that they are attempting to avoid issues in the future without knowing what would happen in the future. He stated that they want to ensure that whatever is done, the property could be served by the roadway. He stated that staff could work with the St. Claires to develop the solution.

Mr. St. Claire confirmed that they are willing to work with staff.

Chairperson Riley asked the benefit that this would provide to the City.

City Engineer Westby replied that he does not have an answer for that.

Chairperson Riley asked if it would be a mistake to let the easement go and then need it back in the future.

City Engineer Westby confirmed that would complicate future development if that were to occur.

Mr. St. Claire commented that Ramsey Elementary has a wetland preservation teaching path and walkway through the back of the school and the area behind his home. He stated that they have zero artificial light in the back of the property, which is home to several different types of wildlife. He stated that homes do not have to be built everywhere. He stated that the neighborhood is all old houses, and it would not make sense to develop new homes on the same road. He noted that if the other property is developed, it could be served by a private road.

Mrs. St. Claire commented that if there were a road put in, it would change the character and use of their property.

Mr. St. Claire commented that whatever the City wants to do, it would need to take over a section of their property. He commented on the landscaping, trees, and boulders on their property.

Mrs. St. Claire commented that they have been in a spot where they do not know what will happen and has put them in the position twice to have conversations with their neighbor which they do not want to have as they have not been pleasant.

Chairperson Riley commented that it would seem that the City would get a turnaround of some sort out of this, as there is currently not adequate space for a turnaround.

Councilmember Musgrove stated that there appears to be a 66-foot easement on the 25-foot-wide dirt road and asked if that is normal or unusually wide for a little country road. She asked if the road would ever be constructed wider.

City Engineer Westby replied that right-of-way varies from 60 to 80 feet. He stated that 66 feet of easement would accommodate any standard road design, gravel or bituminous.

Councilmember Musgrove stated that part of the recommendation to vacate the easement through the planning process was because there was no desire to develop. She stated that if a turnaround were constructed, trucks would be able to turn around and if there is future development the easement on the other side of the road could be used to make that happen.

City Engineer Westby stated that in the case the St. Claire easement is vacated, the easement on the other side would remain. He stated that the concern would be how to transition onto the other property.

Mr. St. Claire commented that it would be doable to use the turnaround to get onto that other property.

Councilmember Musgrove asked if a portion of the easement could be vacated due to the existing setbacks and variance issued. She noted that would help to alleviate concern that the St. Claires have with where the road would be located in the future.

Councilmember Woestehoff stated that he understands the perspective of the St. Claires, but the property to the south also has rights. He stated that it would be tough to vacate an easement that may be needed in the future.

Mrs. St. Claire stated that if the easement is vacated, she would be able to maintain a line of privacy between the properties.

Councilmember Woestehoff commented that there is nothing new impending or scheduled to occur, and therefore there is no urgency to make a decision. He stated that from his perspective, doing nothing is always an option and in this case is the option he would suggest.

Chairperson Riley asked if there would be intention to pave to the end of the easement, if and when it is paved.

City Engineer Westby stated that based on the other uses he would not see a benefit to paving to the end with the exception of building a cul-de-sac for full around ability for emergency vehicles. He stated that if an emergency vehicle had to go down the road, there is no way to turnaround with the exception of using a driveway.

Chairperson Riley asked if there would be any compromise, such as narrowing the easement and whether that would accomplish some goals but keep rights in place.

City Engineer Westby replied that if the intent is to serve properties with a road, if the property to the south develops, the road would need to swing south and that would probably preclude them from keeping the existing home.

Councilmember Woestehoff commented that would be the problem of the developer and not the City.

Councilmember Musgrove commented that it appears the home to the south is setback further than the St. Claire home.

Mrs. St. Claire confirmed that their home is close to the roadway, along with their garage and septic.

Councilmember Woestehoff stated that at the end of the day, everything is replaceable if it is gravel. He stated that perhaps there is a way to create a turnaround within the existing easement and it remain gravel.

Mr. St. Claire commented that the hammerhead they proposed would be 33 feet by 66 feet and would allow a large fire truck to complete a three-point turn.

Councilmember Musgrove commented that the hammerhead would allow for turnaround space for emergency vehicles and service vehicles than currently exists. She stated that would provide for the needs at this time. She stated that if the hammerhead is completed, she would like to see the St. Claire easement vacated.

Mr. St. Claire commented that they are okay with the way the road is.

Mrs. St. Claire commented that this situation just keeps coming up and it is stressful to not have a plan or something certain.

Mr. St. Claire commented that if the City wants to remove trees to create a large cul-de-sac, they would have to live with it but is unsure what the point would be.

Chairperson Riley asked if the hammerhead could be constructed at this time as it would exist within the easement.

Mr. St. Claire commented that would be 100 percent within the easement.

City Engineer Westby commented that the St. Claires agree with the hammerhead, but they would also need to consult the neighbors to the south.

Mr. St. Claire commented that the neighbors to the south support a hammerhead.

Mrs. St. Claire commented that it continues to be a loop where they need to react and respond to things that change on the City's end. She expressed frustration with the process they have gone through the past 18 months.

Councilmember Musgrove referenced direction from the Planning Commission that was given in April of 2020 for staff to begin work on vacating the easement, which did not happen and is where the frustration comes from. She noted that the residents follow through on what they needed to for the variance and home occupation permit, but the City never followed through on the vacation of the easement.

City Engineer Westby stated that generally 60 foot is the minimum right-of-way or easement the City would want. He stated that perhaps there could be an option to vacate a strip of the easement or whether the property owner desires the entire easement vacated.

Mr. St. Claire commented that it would not make sense to have a ten-foot strip, as that still creates a jam in the future. He commented that the property to the south does not intend to develop their property but does not want to lose the value of their property for the time it will be sold. He noted that the property to the south could still have buildable lots and maintain their value with the St. Claire portion of the easement vacated. He stated that someone could purchase the property that wants horses and then the property would not develop, but the value would still be realized at the time of sale.

Mrs. St. Claire commented that there could still be buildable lots on the property to the south with the vacated easement on their property, noting that the road could go through the property to the south to access homes, if homes are eventually built.

Chairperson Riley commented that his issue is that the City currently has something, and he would need to justify why the City would give away something it already has that could be needed in the future.

Mr. St. Claire commented that he would respond that it is because of bad planning. He stated that his home was allowed to be constructed where it is and where the detached garage was allowed to be placed. He noted that the opinion of front and side yard changed from City staff in 2020. He stated that he should have never been required to go through the expense and time to obtain a variance to construct the pole building. He stated that even during the variance discussions he was told by City staff to vacate the easement and they chose to go through the variance process in order to avoid problems for other properties.

Mrs. St. Claire stated that they had to go through the variance process because they were strong armed by City staff. She commented that they only live on the property, and they do not complete landscaping work on the property.

Mr. St. Claire commented that this would fix something the City was wrong about and would be a situation in which the City could do the right thing.

Chairperson Riley commented that if the City vacated this easement and the property to the south wanted to develop in the future, would it then be the responsibility of that property owner to provide sufficient easement for the road. He asked if there would be any liability for the City in vacating the easement.

City Engineer Westby replied that he could not answer that.

Councilmember Woestehoff acknowledged that the property owners have gone through a lot. He stated that if the easement is vacated, that could bring more problems in the future, perhaps just not for the St. Claires.

Mr. St. Claire commented that if a hammerhead were installed it would provide turnaround space. He noted that if a cul-de-sac were built, the City would need to purchase wetland credits.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to recommending City Council to keep the easement necessary to construct the turnaround and vacate any remaining easement on the St. Claire property the easement contingent upon consultation with the City Attorney to ensure that vacating the easement would not provide issues of liability for the City.

Further discussion: City Engineer Westby stated that staff would like to get the turnaround in before winter. Chairperson Riley commented that staff should determine what is necessary for the turnaround and then proceed. He stated that he would prefer the hammerhead design but would support what is needed.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

Chairperson Riley briefly recessed the meeting.

Chairperson Riley reconvened the meeting.

## **5. COMMITTEE BUSINESS (Continued)**

### **5.05: Consider Recommending City Council Authorization for Flashing Yellow Arrow Study at the Intersection of Sunwood Drive and Ramsey Boulevard/CSAH 56**

City Engineer Westby reviewed the staff report and asked for input from the Committee.

Chairperson Riley asked why this intersection was chosen.

City Engineer Westby replied that this was the intersection brought forward through resident request. He noted that this is one of the primary intersections in The COR that does not have flashing yellow.

Chairperson Riley asked if this would be the intersection staff would say is most pressing.

City Engineer Westby confirmed that it has the highest volume of traffic.

Councilmember Musgrove asked what would be different about this request compared to the other intersection the City reviewed and decided not to move forward on because of the cost. She stated that the City can do the traffic counts, could it also complete the study to provide a cost savings.

City Engineer Westby recognized that the Council reviewed this issue on other intersections but recognized the high cost to complete all the improvements. He stated that this request was brought forward by a resident. He stated that staff does not have a traffic engineer and therefore cannot complete the study.

Councilmember Woestehoff stated that perhaps it would make sense to look at the improvement in the future, closer to when Highway 10 work will be completed, as it would be helpful to have the flashing arrow when that is a detour route.

Chairperson Riley stated that the funding source would be the PIR fund. He stated that the City will end up doing this anyway and therefore the sooner it is done, the more benefit it provides to residents. He stated that perhaps direction is provided to complete one per year until the intersections are completed.

Councilmember Woestehoff agreed that the flashing yellow arrows are beneficial.

Councilmember Musgrove stated that she believed there is a list and estimated cost. She agreed that it would be helpful to create a plan to get these done.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommending City Council authorization to hire SEH Inc. to analyze the feasibility of modifying the signal system at the intersection of Sunwood Drive and Ramsey Boulevard/CSAH 56 to add flashing yellow arrow operations and direct staff to create a plan to improve one intersection annually.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

**5.06: Consider Recommending City Council Approval of Plans and Specifications and Authorization to Advertise Bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements**

City Engineer Westby reviewed the staff report and recommendation to recommend City Council approval of plans and specifications and authorization to advertise bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

Councilmember Musgrove asked if this was the project the City hoped to save funds on by aligning the project with the County project on Bunker.

City Engineer Westby replied at previously the City was unsure of the timing of the Anoka County project and what that project would entail. He stated that the City prefers to get this work completed to avoid additional project costs that could come from completing the work after the County project.

Councilmember Musgrove commented that it seems to make sense to get ahead of this and attempt to obtain the best pricing.

Chairperson Riley asked the amount of the bids that were rejected.

City Engineer Westby replied that this was not bid because they anticipated steep price inclines.

Chairperson Riley agreed that it makes sense to provide as much time as possible for a contractor to lock in the best pricing.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to recommend City Council approval of Plans and Specifications and authorization to advertise for bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

## **6. COMMITTEE / STAFF INPUT (Continued)**

### **6.02: Review Final Northwest Metro Regional Surface Water Supply Study**

City Engineer Westby reviewed the executive summary of the final Northwest Metro Regional Surface Water Supply Study. He stated that the cost would be too high to move forward unless the option of groundwater is no longer an option.

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

City Engineer Westby provided an update on current and proposed City, County and MnDOT improvement projects and studies and on other items of interest.

Councilmember Musgrove referenced the Ramsey gateway sign that was previously located at the Bunker and 47 intersection and asked when that discussion would come back.

Chairperson Riley agreed that sign should be discussed.

City Engineer Westby confirmed he would add that to the future topics calendar.

### **6.04: Review Future Topics Calendar**

City Engineer Westby and the Committee reviewed the future topics calendar.

**7. ADJOURNMENT**

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 9:06 p.m.

Respectfully submitted,

---

Grant Riemer  
Public Works Superintendent

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

**Public Works Committee**

**5. 1.**

**Meeting Date:** 11/16/2021

**Submitted For:** Grant Riemer, Engineering/Public Works

**By:** Grant Riemer, Engineering/Public Works

**Title:**

Cost of Gravel Road Maintenance/Cost of Paving Remaining Gravel Roads

**Purpose/Background:**

**Purpose:**

Provide estimated costs of summer time maintenance for gravel roads.

**Background:**

The city maintains approximately 2.41 miles of gravel roads throughout the city. Grading happens about once per month from April to October depending on rain fall. In the winter the motor grader is used in early winter and late spring when the roads are soft. Once the gravel roads freeze, plow trucks take over snow removal operations.

**Timeframe:**

10-15 Minutes

**Observations/Alternatives:**

The maintenance costs for this case are based off the 2019 FEMA Equipment Rates and our current salary structure for PW employees. The current salary for a senior equipment operator is \$29.59/hour, and the 2019 FEMA rate for our motor grader is \$67.50/hour. This gives us our hourly maintenance rate of \$97.09. The average time to grade our 2.41 miles of gravel roads is 3.6 hours at a cost of \$349.52.

This case is in response to an inquiry about the cost of paving Xenolith St/178th Ln in the northern part of the city. This section of Xenolith St has poor sub soils and would need substantial correction, before it could be paved. The recommendation would be to sub cut the existing road bed, add fabric and fill with 3 feet of granular base.

Estimated cost would be \$431,521.00 for Xenolith St and an additional cost of \$153,843.49 for 178th Ln. Total estimated project cost \$585,365.00

**Funding Source:**

N/A

**Recommendation:**

Based on the fact that there is no dedicated funding source for this project at this time, staff recommends continuing with our current maintenance practice, until such time a funding source can be developed to pave the remaining gravel roads

**Action:**

Motion to council to continue with our current maintenance practice, until such time a funding source can be developed to pave the remaining gravel roads.

**Attachments**

Cost Estimates for Paving Gravel Roads

Gravel Road Summary

2021 Gravel Road Map

## Form Review

**Inbox**

Kurt Ulrich

Form Started By: Grant Riemer

Final Approval Date: 11/10/2021

**Reviewed By**

Kurt Ulrich

**Date**

11/10/2021 04:14 PM

Started On: 11/08/2021 09:53 AM

**2021 Cost Estimates for Paving Remaining Gravel Roads**

Modified 11/10/2021

PLAT	NAME	DESCRIPTION	ROW (Feet)	STREET WIDTH (Feet)	STREET LENGTH (Feet)	STREET LENGTH (Miles)	RURAL VS. URBAN SECTION	PROPOSED SUBGRADE CORRECTION	PROPOSED PAVEMENT SECTION	SUBGRADE CORRECTION COST PER FOOT	ROAD CONSTRUCTION COST PER FOOT (1)	TOTAL CONSTRUCTION COST PER FOOT	TOTAL PROJECT COST PER SEGMENT (2)
Caroline Acres	178th Lane	CDS / Xenolith St	66	24	462.37	0.09	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$150.00	\$150.00	\$85,307.27
Caroline Acres	178th Lane	Xenolith St / CDS	66	24	371.47	0.07	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$150.00	\$150.00	\$68,536.22
Caroline Acres	Xenolith Street	178th Ln / N Line Section 4	66	24	1,525.35	0.29	Rural	3' SGB & fabric	4" Cl. 5, 3.5" Bit.	\$100.00	\$130.00	\$230.00	\$431,521.52
Gateway Industrial Park	Limonite Street	142nd Ave / 143rd Ave	66	24	400.00	0.08	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$150.00	\$150.00	\$73,800.00
Gateway Industrial Park 2	Basalt Street	141st Ave / S EOP	66	24	388.70	0.07	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$140.00	\$140.00	\$66,934.14
Itasca Heights	Beatty Avenue	Collins Dr / TH 10	66	24	359.61	0.07	Rural	2' SGB & fabric	4" Cl. 5, 3.5" Bit.	\$70.00	\$115.00	\$185.00	\$81,829.26
Itasca Heights	Collins Drive	NW EOP / W Termini	66	24	927.37	0.18	Rural	3' SGB & fabric	4" Cl. 5, 3.5" Bit.	\$100.00	\$160.00	\$260.00	\$296,572.93
Section 03 Unplatted	173rd Avenue	CSAH 5 / W Termini	40	24	1,612.15	0.31	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$110.00	\$110.00	\$218,123.90
Section 03 Unplatted	Garnet Street	CR 63 / Termini	40	24	507.97	0.10	Rural	2' SGB & fabric	4" Cl. 5, 3.5" Bit.	\$70.00	\$140.00	\$210.00	\$131,208.65
Section 16 Unplatted	157th Avenue	CR 83 / Variolite St	40	24	2,708.51	0.51	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$110.00	\$110.00	\$366,461.40
Section 23 Unplatted	Potassium Street	Old CR 5 / Termini	40	24	1,516.23	0.29	Rural	2' SGB & fabric	4" Cl. 5, 3.5" Bit.	\$70.00	\$140.00	\$210.00	\$391,642.21
Section 26 Unplatted	148th Lane	Nowthen Blvd / CDS	40	24	1,671.03	0.32	Rural	None	4" Cl. 5, 3.5" Bit.	\$0.00	\$140.00	\$140.00	\$287,751.37
<b>Totals</b>					<b>12,450.76</b>	<b>2.36</b>							<b>\$2,499,688.84</b>

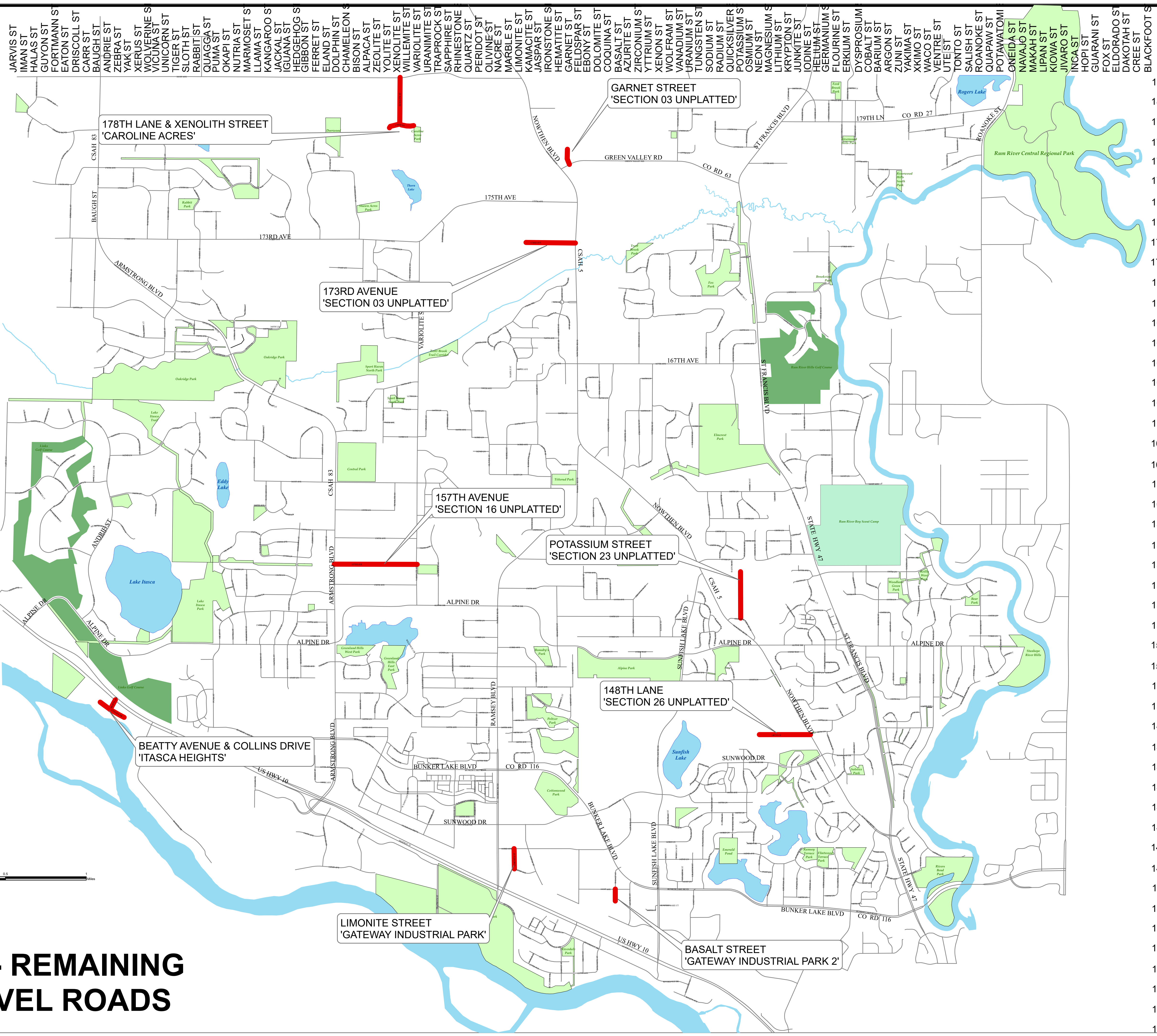
**Notes:**

- (1) Includes costs for cul-de-sacs, culverts, driveway connections, shouldering, turf establishment and appurtenant improvements.
- (2) Includes 23-percent indirect costs for administration, engineering, finance and legal fees.

## 2021 Remaining Gravel Road Summary

6/10/2021

PLAT	NAME	DESCRIPTION	ROW	FEET	MILES
Caroline Acres	178th Lane	CDS / Xenolith St	66	462	0.09
Caroline Acres	178th Lane	Xenolith St / CDS	66	371	0.07
Caroline Acres	Xenolith Street	178th Ln / N Line Section 4	66	1,525	0.29
Gateway Industrial Park	Limonite Street	142nd Ave / 143rd Ave	66	661	0.13
Gateway Industrial Park 2	Basalt Street	141st Ave / S EOP	66	389	0.07
Itasca Heights	Beatty Avenue	Collins Dr / TH 10	66	360	0.07
Itasca Heights	Collins Drive	NW EOP / W Termini	66	927	0.18
Section 03 Unplatted	173rd Avenue	CSAH 5 / W Termini	40	1,612	0.31
Section 03 Unplatted	Garnet Street	CR 63 / Termini	40	508	0.10
Section 16 Unplatted	157th Avenue	CR 83 / Variolite St	40	2,709	0.51
Section 23 Unplatted	Potassium Street	Old CR 5 / Termini	40	1,516	0.29
Section 26 Unplatted	148th Lane	Nowthen Blvd / CDS	40	1,671	0.32
			<b>Total</b>	<b>12,712</b>	<b>2.41</b>



GARNET STREET  
'SECTION 03 UNPLATTED'

178TH LANE & XENOLITH STREET  
'CAROLINE ACRES'

173RD AVENUE  
'SECTION 03 UNPLATTED'

157TH AVENUE  
'SECTION 16 UNPLATTED'

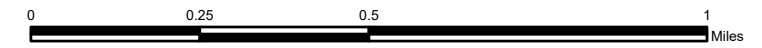
POTASSIUM STREET  
'SECTION 23 UNPLATTED'

148TH LANE  
'SECTION 26 UNPLATTED'

BEATTY AVENUE & COLLINS DRIVE  
'ITASCA HEIGHTS'









LIMONITE STREET  
'GATEWAY INDUSTRIAL PARK'

BASALT STREET  
'GATEWAY INDUSTRIAL PARK 2'



# 2021 - REMAINING GRAVEL ROADS

## Legend

-  GRAVEL STREETS
-  Street Centerlines
-  ScoutCamp
-  Golf\_Courses
-  Parks
-  Rivers
-  Lakes\_Ponds
-  Creeks

181ST AVE  
180TH AVE  
179TH AVE  
178TH AVE  
177TH AVE  
176TH AVE  
175TH AVE  
174TH AVE  
173RD AVE  
172ND AVE  
171ST AVE  
170TH AVE  
169TH AVE  
168TH AVE  
167TH AVE  
166TH AVE  
165TH AVE  
164TH AVE  
163RD AVE  
162ND AVE  
161ST AVE  
160TH AVE  
159TH AVE  
158TH AVE  
157TH AVE  
156TH AVE  
155TH AVE  
154TH AVE  
153RD AVE  
152ND AVE  
151ST AVE  
150TH AVE  
149TH AVE  
148TH AVE  
147TH AVE  
146TH AVE  
145TH AVE  
144TH AVE  
143RD AVE  
142ND AVE  
141ST AVE  
140TH AVE  
139TH AVE  
138TH AVE  
137TH AVE  
136TH AVE  
135TH AVE  
134TH AVE

JARVIS ST  
IMAN ST  
HALAS ST  
GUYON ST  
FORTMANN S  
EATON ST  
DRISCOLL ST  
CARR ST  
BAUGH ST  
ANDRIE ST  
ZEBRA ST  
YAK ST  
XERUS ST  
WOLVERINE S  
VICUNA ST  
UNICORN ST  
TIGER ST  
SLOTH ST  
RABBIT ST  
GUAGGA ST  
PUMA ST  
OKAPI ST  
NUTRIA ST  
MARMOSET S  
LLAMA ST  
KANGAROO S  
JACKAL ST  
IGUANA ST  
HEDGEHOG S  
GIBBON ST  
FERRET ST  
ELAND ST  
DOLPHIN ST  
CHAMELEON S  
BISON ST  
ALPACA ST  
ZEOLITE ST  
YOLITE ST  
XENOLITE ST  
WILLEMITE ST  
VARIOLITE ST  
URANIMITE ST  
TRAPROCK ST  
SAPPHIRE ST  
RHINESTONE  
QUARTZ ST  
PERIDOT ST  
OLIVINE ST  
NACRE ST  
MARBLE ST  
LIMONITE ST  
KAMACITE ST  
JASPAR ST  
IRONSTONE S  
HEMATITE ST  
GARNET ST  
FELDSPAR ST  
EBONY ST  
DOLOMITE ST  
COQUINA ST  
BASALT ST  
AZURITE ST  
ZIRCONIUM S  
YTRITIUM ST  
XENON ST  
WOLFRAM ST  
VANADIUM ST  
IRANIUM ST  
TUNGSTEN ST  
SODIUM ST  
RADIUM ST  
QUICKSILVER  
POTASSIUM S  
OSMIUM ST  
NEON ST  
MAGNESIUM S  
LITHIUM ST  
KRYPTON ST  
JUNKITE ST  
IODINE ST  
HELIUM ST  
GERMANIUM S  
FLOURINE ST  
ERKLUM ST  
DYSPROSIUM  
COBALT ST  
BARIUM ST  
ARGON ST  
ZUNI ST  
YAKIMA ST  
XKIMO ST  
WACO ST  
VENTRE ST  
UTEI ST  
TONTO ST  
SALISH ST  
ROANOKE ST  
QUAPAW ST  
POTAWATOMI  
ONEIDA ST  
NAVAJO ST  
MAKAH ST  
LIPAN ST  
KIOWA ST  
JIVARO ST  
INGCA ST  
HOPI ST  
GUARANI ST  
FOX ST  
ELDORADO ST  
DAKOTAH ST  
CREE ST  
BLACKFOOT S

## Public Works Committee

5. 2.

**Meeting Date:** 11/16/2021

**Submitted For:** Len Linton, Engineering/Public Works

**By:** Len Linton, Engineering/Public Works

---

### Title

Adopt Resolution #21-330 Approving Emergency Response Plan for America's Water Infrastructure Act of 2018

### Purpose/Background:

America's Water Infrastructure Act (AWIA) was passed in to law in 2018. Section 2013 of the law requires community drinking water systems serving more than 3,300 people to develop or update a risk and resiliency assessment (RRA) and emergency response plan (ERP). The law included deadlines by which water systems must certify to the federal Environmental Protection Agency (EPA) completion of the RRA and ERP. Deadlines for certification were staggered, systems serving a population of 100,000 or more were required to certify by March 31, 2020. Systems serving 50,000 or more and less than 100,000 were required to certify by December 31, 2020. Systems serving a population greater than 3,300 and less than 50,000 were required to certify by June 30, 2021. The City of Ramsey falls into the last category.

City staff requested permission to go out for Requests for Proposals from consultants to prepare the risk and resiliency assessment. The Public Works Committee was hesitant to go out for proposals and requested staff to prepare the risk and resiliency assessment and emergency response plan in-house.

The risk and resiliency assessment was previously approved by the City Council on June 22, 2021, and addressed:

1. the risk to the system from malevolent acts and natural hazards;
2. the resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer or other automated systems (including the security of such systems) which are utilized by the system;
3. the monitoring practices of the system;
4. the financial infrastructure of the system;
5. the use, storage, or handling of various chemicals by the system; and
6. the operation and maintenance of the system.

### Emergency Response Plans

No later than six months after certifying completion of its risk and resiliency assessment, each system must prepare or revise, where necessary, an emergency response plan that incorporates the findings of the assessment. The plan shall include -

1. strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system;
2. plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water;
3. actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to communities and individuals, including the development of alternative source water options, relocation of water intakes, and construction of flood protection barriers; and
4. strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system.

Community water systems must, to the extent possible, coordinate with local emergency planning committees established under the Emergency Planning and Community Right-To-Know Act of 1986 ([42 U.S.C. 11001](#) *et seq.*) when preparing or revising a risk and resilience assessment or emergency response plan under the AWIA. Further,

systems must maintain a copy of the assessment and emergency response plan (including any revised assessment or plan) for five years after certifying the plan to the EPA.

**Observations/Alternatives:**

Staff has completed the Emergency Response plan and has attached it to the case.

**Funding Source:**

Staff completed the emergency response plan as part of normal duties.

**Recommendation:**

Staff recommends adoption of Resolution 21-330 accepting the emergency response plan (ERP) for the City of Ramsey's water supply system and authorizing submittal of the ERP to the Environmental Protection Agency on or before December 31, 2021.

**Action:**

Motion to adopt Resolution 21-330 accepting the emergency response plan for the water supply and authorizing submittal of the plan to the Environmental Protection Agency.

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**Attachments**

ERP

Resolution

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	11/10/2021 03:11 PM
Kurt Ulrich	Kurt Ulrich	11/10/2021 04:21 PM
Form Started By: Len Linton		Started On: 11/10/2021 12:36 PM
Final Approval Date: 11/10/2021		

**Community Water System**  
**City of Ramsey, Minnesota**  
**Emergency Response Plan**

### CWS and ERP Information

PWSID	MN1020035
Street Address	7550 Sunwood Drive NW
City, State Zip Code	Ramsey, MN 55303
Phone number	(763) 433-9861
Population Served	15,000
Prepared by	Leonard Linton, City of Ramsey
Reviewed by	Bruce Westby, City of Ramsey
Date completed	November 9, 2021





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## UTILITY INFORMATION

During an incident, you need to have system information about your water utility readily available for your personnel, first responders, repair contractors/vendors, the media, and other response partner agencies.

### i Utility Overview

Provide basic information about your utility.

Utility Information	
PWSID	1985-6005
Utility name and address	City of Ramsey, 7550 Sunwood Drive NW Ramsey, MN 55303
Owner	City of Ramsey
Directions to utility from major roadway, include lat./long. coordinates	US Hwy 10 west to Ramsey Blvd, North to Sunwood Drive, West 0.5 miles to Municipal Center on Left
Total population served and total service connections	15,000 served 5,300 connectionse
Name, title, phone number of primary contact (e.g., ERP Lead)	John Nelson (763) 433-9861
Alternate contact	Matt Graf 763-458-5406
Location of treatment, distribution, collection schematics and operation manuals	Public Works 14100 Jaspar Street Alt. Location Municipal Center 7550 Sunwood Drive

Use this checklist to ensure the following additional utility information (as applicable) is included as a part of your ERP.

These documents are in Appendices at the end of the report

- Map of distribution system
- Site plans and “as built” drawings for the following components of your system (as applicable):
  - Pumping and storage facilities
  - Water treatment facilities
- Distribution system diagrams and instrumentation information
- Equipment specifications and operation instructions
- Emergency power and light generation operation specifications
- Supervisory Control and Data Acquisition (SCADA) system operation instructions
- Communications systems operation instructions



### iii Primary Utility Components

List all the components necessary to maintain effective operation of your utility. Simply add more rows to the tables below if you have additional components. Text in italics represents examples – be sure to delete italicized text as necessary as you fill out the tables below and throughout this template.

Wells			
Well Name	Depth/Location	Available Yield	Treatment Requirements/Associated Treatment Plant
Well 1	320 feet	700 gpm	Pump House 1
Well 2	320 feet	220 gpm	Pump House 1
Well 3	345 feet	1450 gpm	Pump House 2
Well 4	321 feet	850 gpm	Pump House 2
Well 5	316 feet	850 gpm	Pump House 3
Well 6	390 feet	900 gpm	Pump House 3
Well 7	332 feet	850 gpm	Pump House 4
Well 8	354 feet	1400 gpm	Pump House 4

Intakes			
Intake Name	Depth/Location	Capacity	Treatment Requirements/Associated Treatment Plant
No Surface Water Intakes			

Treatment Plants			
Plant name	Location	Capacity	Treatment Train
Water Treatment Plant is in planning stages	70XX 143 <sup>rd</sup> Ave	10 MGD	Gravity Filtration Process

**Storage and Distribution System – Tanks, Primary Mains and Pumping Stations**

Location	Area Served	Comments
Nowthen Blvd and Dysprosium Street	Entire City	
Sunwood Drive East of Jasper Street	Entire City	
Quicksilver Street South of 167 <sup>th</sup> Avenue	Entire City	

**Treatment Chemical Storage Facilities**

Location	Chemical(s)	Comments
Pump House #1	Chlorine	This is in liquid form and there is both an eye wash and shower station in the pump house.
Pump House #2	Chlorine	This is in liquid form and there is both an eye wash and shower station in the pump house.
Pump House #3	Chlorine	This is in liquid form and there is both an eye wash and shower station in the pump house.
Pump House #4	Chlorine	This is in liquid form and there is both an eye wash and shower station in the pump house.
***		Note: Chemicals will be removed from the pump houses when the water treatment plant comes on line.

**Other Key Facilities**

Location	Function	Comments

**iv Industry Chemical Handling and Storage Facilities**

List surrounding chemical production, handling or storage industries that could impact your utility during incidents such as accidental releases, hurricanes or earthquakes.

**Industry Chemical Handling Facilities**

Facility Name	Location	Distance	Chemical and Exposure Pathway
No facilities present in City			

### Chemical Storage Tanks

Facility Name	Location	Distance	Chemical and Exposure Pathway
Speedway Station Store	14000 St Francis Blvd	0.21 Miles from Wellfield	(1) 12,000, (2) 10,000 - gallon underground storage tanks (UST) holding gasoline. (1) 10,000 – gallon underground storage tank for diesel fuel.
Holiday Station Store	14350 Xkimo St NW	0.22 Miles from Wellfield	(1) 20,000-gallon underground storage tanks (UST) holding gasoline. (1) 20,000-gallon underground storage tank (UST) holding E-85 Fuel. (1) 20,000-gallon underground storage tank (UST) holding diesel.
Holiday Station Store	14075 Ramsey Blvd	0.84 Miles from Wellfield	(1) 20,000-gallon underground storage tanks (UST) holding gasoline. (1) 20,000-gallon underground storage tank (UST) holding E-85 Fuel. (1) 20,000-gallon underground storage tank (UST) holding diesel.
Casey General Store	7222 Sunwood Drive NW	0.40 Miles from Wellfield	(1) 20,000, (1) 8,000-gallon underground storage tanks (UST) holding gasoline. (1) 12,000-gallon underground storage tank (UST) holding Diesel.
Ramsey Market	14911 Ramsey Blvd	0.31 Miles from Wellfield	10,000-gallon underground storage tank (UST) holding gasoline.
Little Dukes	7900 Sunwood Drive NW	0.05 Miles from Wellfield	(1) 15,000, (1) 10,000 and (2) 6,000-gallon underground storage tank (UST) holding gasoline.

### v Safety

List safety materials and important safety information to help protect utility personnel during an incident. You may also reference your utility Health and Safety Plan, if available.

### Safety Materials

Type	Location
Toxic material detection and testing supplies	
Emergency food and water supplies	
Emergency PPE (note what PPE are present at each location)	
Other equipment (note what is present at each location)	

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**Safety Information**

<b>Topic</b>	<b>Description</b>

## vi Response Resources

Provide an inventory of available resources (e.g., equipment, supplies) either maintained on site or readily available off site (e.g., neighboring water system) in the table below, or insert an existing inventory sheet.

Resources			
Kind	Type	Quantity	Location
<i>Generator</i>	Portable Generator	1	Public Works
<i>Generator</i>	Static	1	Pump House 2
<i>Generator</i>	Static	1	Pump House 3
<i>Fuel</i>	Gasoline Diesel	1 Tank Each	Public Works
<i>Pump</i>			
<i>Other</i>			

## vii Key Local Services

Note the closest locations of key logistical and medical services that you or mutual aid and assistance providers may need during an incident. Include a map if available.

Essential Services	
Facility	Location/Description
Hospital	Mercy Hospital 4050 Coon Rapids Blvd Coon Rapids MN 55433 Emergency Dept., Surgery, Cardiac Unit, Cancer Center, Birthing Center
Gas station	Little Duke's 7900 Sunwood Dr. NW Ramsey, MN 55303 Casey's 7222 Sunwood Dr. NW Ramsey, MN 55303 Holiday Station Store 14075 Ramsey Blvd. Ramsey, MN 55303
Pharmacy	Coborn's Pharmacy 7900 Sunwood Dr. NW Ramsey, MN 55303
ATM	Little Duke's 7900 Sunwood Dr. NW Ramsey, MN 55303 Casey's 7222 Sunwood Dr. NW Ramsey, MN 55303 Holiday Station Store 14075 Ramsey Blvd. Ramsey, MN 55303
Grocery store	Coborn's Grocery 7900 Sunwood Dr. NW Ramsey, MN 55303

# 1 RESILIENCE STRATEGIES

This section contains strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system.

## 1.1 Emergency Response Roles

Describe the roles and responsibilities for key utility and external response partner personnel in the table below. You can add, edit or delete rows as necessary. The City has an Emergency Management Plan.

<b>Water Utility and Partner Roles</b>		
<b>Name/Title</b>	<b>Emergency Response Role</b>	<b>Responsibilities</b>
Matt Kohner	Fire Chief/ Emergency Management Coordinator	Responsible for all incident response activities, including developing strategies and tactics and ordering and releasing resources.
Carey Schiferli	Alternate Emergency Response Lead	Perform duties as assigned by ER Lead; assumes duties listed above when ER Lead is not available.
Jeff Katers	Chief of Police /Security	Will provide incident security as needed once notified by ER Lead.

**External Response Partner Roles**  
**Refer to City Emergency Management Plan**

Name/Title	Organization	Responsibilities During an Incident
<b>Local Partners</b>		
	<i>County Emergency Management/EOC</i>	
	<i>911</i>	
	<i>Police</i>	
	<i>Fire/HazMat</i>	
	<i>LEPC</i>	
	<i>Elected officials</i>	
	<i>Neighboring Wastewater utility</i>	
	<i>Neighboring Water utility</i>	
	<i>Power utility</i>	
	<i>Health department</i>	
	<i>Contractor/vendor</i>	
	<i>Industry representative</i>	
	<i>Mutual aid</i>	
	<i>Other</i>	
	<i>Other</i>	
<b>State Partners</b>		
	<i>Primacy Agency</i>	
	<i>Health department</i>	
	<i>Police</i>	
	<i>WARN</i>	
	<i>Laboratories</i>	
	<i>Other</i>	
	<i>Other</i>	
<b>Federal Partners</b>		
	<i>EPA regional office</i>	
	<i>FBI field office</i>	
	<i>CDC</i>	
	<i>Other</i>	
	<i>Other</i>	



### 1.3.2 External Response Partner Communication

List all external response partners, their response role or position as well as contact information.

#### External Response Partner Contact List

Organization or Department	Point Person Name or Position	Phone	Alternate Phone	Email or Website
<b>Local Partners</b>				
<i>County Emergency Management/EOC</i>				
<i>911</i>				
<i>Police</i>				
<i>Fire/HazMat</i>				
<i>LEPC</i>				
<i>Elected officials</i>				
<i>Wastewater utility</i>				
<i>Water utility</i>				
<i>Power utility</i>				
<i>Health department</i>				
<i>Contractor/vendor</i>				
<i>Industry rep.</i>				
<i>Mutual aid</i>				
<i>Other</i>				
<b>State Partners</b>				
<i>Primacy agency</i>				
<i>Health department</i>				
<i>Police</i>				
<i>WARN</i>				
<i>Laboratories</i>				
<i>Other</i>				
<b>Federal Partners</b>				
<i>EPA regional office</i>				
<i>FBI field office</i>				
<i>CDC</i>				
<i>Other</i>				

### 1.3.3 Critical Customer Communication

List critical customers below who should be given priority notification due to their reliance on the water supply either for medical reasons, based on usage, public health mission or because they may serve customers considered to be sensitive sub-populations.

#### Critical Customer Contact List

Organization or Department	Point Person Name or Position	Contact Instructions	Phone	Alternate Phone	Email or Website
Stoney River Assisted Living & Memory Care	Kelsey Nyline Exec Director	Call or email	763-999-5067	763-999-5080	<a href="mailto:knyline@stoneyriverramsey.com">knyline@stoneyriverramsey.com</a>
Suite Living Senior Care	Karen Binsfeld Housing Dir.	Call or email	763-402-7091		<a href="mailto:Karen@suitelivingsenior.com">Karen@suitelivingsenior.com</a>
Veterans Affairs Outpatient Clinic	Shannah Brent Manager of Clinic	Call or email	763-422-7641	763-354-9302	<a href="mailto:Shannah.brent@va.gov">Shannah.brent@va.gov</a>
Allina Medical Clinic	Waiting answer				
Midwest Medical Examiner's Office	Angie Chalmers Office Manager	Call or Email	763-324-4400		<a href="mailto:angie.Chalmers@co.anoka.mn.us">angie.Chalmers@co.anoka.mn.us</a>
Comfort Suites	Victoria Clawson, Manager	Email	763-323-4800		<a href="mailto:Gm.mno54@choicehotels.com">Gm.mno54@choicehotels.com</a>
Ramsey Elementary	Dr. Amy Reed, Principle	Call or Email	763-506-4001	Diane Jones LSN 763-506-4004	<a href="mailto:Amy.reed@ahschools.us">Amy.reed@ahschools.us</a>
Brookside Elementary	Dr. Anissa Cravens, Principle	Call or Email	763-433-5201	Rick Maas 763-433-5210	<a href="mailto:Anissa.cravens@ahschools.us">Anissa.cravens@ahschools.us</a>
PACT Charter School	Matthew Nelson Facilities Dir.	Call or email	763-712-4200 ext 225	651-357-4790	<a href="mailto:m.nelson@pactcharter.org">m.nelson@pactcharter.org</a>

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### 1.3.4 Communication Equipment Inventory

Inventory your utility's communication equipment below.

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#### Communication Equipment

Type	Assigned to	Location	Number/Frequency/Channel
<i>Handhelds</i>	<i>Public Works</i>	<i>Public Works Facility 14199 Jasper St NW, Ramsey, MN 55303</i>	<i>800MHZ</i>

## 1.4 Media Outreach

List contact information for all media outlets that your utility may coordinate with during notification efforts. Additionally, include existing risk communication procedures, such as composing and delivering messages (e.g. message mapping), or reference an existing Risk Communication Plan.

**Contact List**

Organization or Department	Point Person Name & Position	Phone	Alternate phone	Email or Website
Utility social media coordinator	Megan Thorstad, Communications & Events Coordinator	763-433-9831		mthorstad@cityoframsey.com
Newspaper - Local	Emilee Wentland, Anoka/Coon Rapids Union Herald	763-712-3509		emilee.wentland@apgecm.com
Newspaper – Regional/State	Tim Harlow, Minneapolis Star Tribune	612-868-7734		Tim.Harlow@startribune.com
Radio station	Kate Schweningen, BOB FM	763-450-7777 ext. 4633		kate@mybobcountry.com
TV station	QCTV, Katherine Lenaberg	763-427-1411		Katherine.lenaberg@qctv.org
Advertising agency	Scott Robinson, Universal Apparel	763-443-2243		scott@universalapparelmn.com
Other				
Other				

## 1.5 Public Notification Templates

Insert your templates for public notifications here, or reference where they may be found. Ensure that your templates are consistent with the regulatory requirements for public notification contained in the Public Notification Rule (see 40 CFR 141, Subpart Q) and all relevant state regulations.

## 2 EMERGENCY PLANS AND PROCEDURES

This section contains plans and procedures that can be implemented in the event of a malevolent act or natural hazard that threatens your utility’s ability to deliver safe drinking water.

### 2.1 Core Response Procedures

Core procedures are the “building blocks” for incident specific response procedures, as they are typically implemented across a broad variety of incidents (e.g., hurricane, earthquake, flood). List all your core procedures here.

#### Access

Item	Description
Debris clearing	List or reference here any supplies or equipment your utility owns to help with debris clearing; this includes safety items/personal protective equipment, chainsaws, and debris/earth moving equipment. If you do not have it, list where you will get it from.
Alternate routes	List or reference here alternate routes (e.g., if there is a bridge that connects your community, what are your travel options if the bridge becomes impassable?). If the alternate routes are too long, consider staging similar critical equipment and resources in different areas of your community.
Identification badges	Provide personnel with an official utility ID for access through police barricades or hazmat contaminated zones. If your jurisdiction has an identification program for first responders, be sure to participate.
Other	

#### Physical Security

Item	Description
Access control procedures	List or reference your facility access control procedures here, such as key cards are required to access all buildings. Also, list any lockdown procedures as appropriate as well as the process for establishing a security perimeter following a major incident.
Restricted areas	List or reference any restricted areas of your facilities here, such as chemical rooms and electrical closets. Also list who may access those areas.
Evidence protection measures	Describe or reference your procedures for working with law enforcement if an incident is declared a crime scene.
Security culture	Increase organizational attentiveness to security to help reduce vulnerability and enhance preparedness. For example, a “See Something, Say Something” campaign for your utility. List measures your utility implements here.
Other	

#### Cybersecurity

Item	Description
Disconnect procedure	If possible, disconnect compromised computers from the network to isolate breached components and prevent further damage, such as the spreading of malware.
Notification	In the Even of a Cyber Security attack or breach, notify the IT Manager, contact other IT Staff or Logis Helpdesk (763.543.2662) if the IT Manager is unreachable.  (Department of Homeland Security National Cybersecurity and Communications Integration Center (NCCIC) (888-282-0870 or NCCIC@hq.dhs.gov).

### Cybersecurity

Item	Description
Assess procedure	Assess any damage to utility systems and equipment, along with disruptions to utility operations. IT will use logs to identify damage – consider rebuild or restore for PCs.
Implementation processes	IT will work with Utilities and Scada vendor to determine action needed and work to implement the plan to restore the system to a healthy state.  Implement actions to restore operations of mission critical processes (e.g., switch to manual operation if necessary) and provide public notification (if required).
Documentation	Include forms to document key information on the incident, including any suspicious calls, emails, or messages before or during the incident, damage to utility systems, and steps taken in response to the incident (including dates and times). IT will also fill out an Incident Report.
Other	

### Power Loss

Item	Description
Backup power systems	Pump house #2 stand by generator for entire site and well #3 Pump house #3 stand by generator for well #5 and entire building We have a towable generator that is used for lift stations
Power utility	Coordinate with your power utility for expected restoration priorities and timing. Power utility contact information should be listed in Section 3.2 above.
Fuel plan	Pump house #2 has a diesel generator we can utilize fuel from our onsite fuel station at Public works, we also have a pickup that can deliver 75 gallons immediately Dehn Oil delivers to this site. Pump house #3 utilizes a Natural gas supply Our towable unit is Diesel
Maintenance plan	Some in house maintenance is possible we contract with Kodiak power for most maintenance
Other	

### Emergency Alternate Drinking Water Supplies

Item	Description
Bottled water	Provider name: Phone: Contract No. (if applicable): Available supply: Distribution point (notify public of location):
Bulk water (check with your state first for licensed water haulers)	Provider name: Phone: Contract No. (if applicable): Available supply: Distribution point (notify public of location):

\* Interconnections are listed and described in Section 3.1

### Sampling and Analysis

Item	Description
Sampling procedures	The Minnesota department of health sends all sampling procedures .
Other	

### Local Contract/State/Federal Laboratory Contact List

Name	Address	Analytes/Methods	Phone	Email or Website
MDH Brian Noma			651-201-4683	

### Family and Utility Personnel Well Being

Item	Description
Family disaster plan	Implement your family plan to ensure their well-being during an incident.
Assembly area	List all the assembly areas and evacuation procedures for personnel.
Supplies	List the supplies necessary to maintain personnel health and well-being during an incident (e.g., food, potable water, cots, first aid kit, sanitary products).
Alternate work and shelter locations	Personnel may need to work from home. Or, they may need to shelter at a hotel or your utility if conditions do not permit travel home. List conditions for which work at home provisions will be triggered and list sheltering locations and procedures here.
Extreme temperatures	List or reference here any supplies or equipment your utility owns to mitigate extreme temperatures such as cold weather items (e.g., sand, salt, ice melt, tire chains, snowshoes) and hot weather items (e.g., pop-up shade canopies, water coolers, broad-brimmed hats).
Other	

## 2.2 Incident-Specific Response Procedures

Insert applicable Incident-Specific Response Procedures (ISRPs), specialized procedures tailored to an incident type. Incidents may include, but are not limited to, the following:

- Cybersecurity
- Drought
- Earthquake
- Extreme Cold and Winter Storms
- Extreme Heat
- Flooding
- Tornado
- Wildfire
- Source Water Contamination
- Distribution System Contamination

EPA's website provides a number of [incident action checklists](#) (IACs) that you can use to help develop your own ISRPs. EPA also published the [Prepared for Contamination in Your Distribution System?](#) guidance that can help you develop a distribution system contamination ISRP.

### 3 MITIGATION ACTIONS

This section contains actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to your community and individuals, including the development of alternative source water options, relocation of water intakes, and construction of flood protection barriers.

#### 3.1 Alternative Source Water Options and Interconnected Utilities

List information on alternative source water options and interconnected utilities to mitigate impacts during incidents.

##### Alternative Source Water Options

Type	Location	Comments
Mississippi River	South Edge of City near a large watermain	National Guard would need to treat the water before distribution

##### Interconnected Utilities

Utility Name	Location	Contact Information	Comments
City of Anoka	Highway 10 Connection (Anoka Technical College Campus)  County Road 116/ Thurston Avenue	City of Anoka	

### 3.2 Other Mitigation Actions

List any mitigation procedures or projects implemented at your utility, such as raising facilities and controls or constructing berms to protect against flood damage.

Mitigation Actions		
Type	Location	Comments
Flood mitigation not required  Ramsey Facilities are above 100 year flood elevation of Rum or Mississippi Rivers		

## 4 DETECTION STRATEGIES

This section contains strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system.

List the detection strategies and methods your utility uses to aid in the detection of malevolent acts or natural hazards. Also list the corresponding procedure to be used if the threat is detected.

<b>Detection Strategies</b>		
<b>Threat</b>	<b>Detection Method</b>	<b>Procedure</b>
<i>Unauthorized entry</i>	<ul style="list-style-type: none"> <li>• Alarm from intrusion detection system</li> <li>• SCADA system</li> </ul>	<i>On call person response Call 911</i>
<i>Source water contamination</i>	<ul style="list-style-type: none"> <li>• National Response Center notifications</li> <li>• Notification from 911 for releases resulting from transportation accidents</li> </ul>	<i>Source Water Contamination Incident Response Plan</i>
<i>Distribution system contamination</i>	<ul style="list-style-type: none"> <li>• Customer complaint surveillance</li> <li>• Public health surveillance</li> </ul>	<i>Distribution System Contamination Response Procedure</i>
<i>Cyber intrusion</i>	<ul style="list-style-type: none"> <li>• Notification of malware/intrusion from scheduled antivirus scans</li> <li>• Notification from utility staff</li> </ul>	<i>Cyber Incident Action Checklist</i>
<i>Hazardous chemical release</i>	<ul style="list-style-type: none"> <li>• Chlorine gas in air monitors</li> <li>• SCADA call out</li> </ul>	<i>On call person call out, Call Fire Department</i>
<i>Flood</i>	<ul style="list-style-type: none"> <li>• Notification from Army Corp</li> </ul>	<i>Flood Incident Action Checklist</i>
<i>Power outage</i>	<ul style="list-style-type: none"> <li>• Notification from energy provider</li> <li>• Alarm from line power sensor</li> <li>• SCADA call out</li> </ul>	<i>Generator Start-up Checklist</i>
<i>Other</i>		
<i>Other</i>		

### Ramsey Emergency Telephone List

Emergency Response Team	Name	Work Telephone	Alternate Telephone
Emergency Response Lead	Matt Kohner	763 433-9859	
Alternate Emergency Response Lead	Jeff Katers	763 433-9882	
Water Operator	John Nelson	763 286-0296	
Public Works Superintendent	Grant Riemer	763 286-0282	
City Engineer	Bruce Westby	763 433-9825	
City Administrator/ Public Communications	Kurt Ulrich	763 433-9845	

State and Local Emergency Response Contacts	Name	Work Telephone	Alternate Telephone
State Incident Duty Officer	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
County Emergency Director	Terry Stoltzman	763 421-4760	
National Guard	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
Mayor	Mark Kuzma		
Fire Chief	Matt Kohner	763 433-9859	
Sherriff	Anoka County Sheriff	763 427-1212	
Central Communications	Anoka County Sheriff	763 427-1212	
Ambulance	Allina	763 576-9593	
Hospital	Mercy Medical Center	763 236-7144	
Doctor or Medical Facility	Allina Clinic Ramsey	763 236-0000	

State and Local Agencies	Name	Work Telephone	Alternate Telephone
MDH District Engineer			
MDH	Drinking Water Protection	651 201-4700	
State Testing Laboratory	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
MPCA	St. Paul Regional Office	651 296-6300	800 657-3864
DNR Area Hydrologist	John Gleason	651 259-5753	
Anoka County Environmental Services	Abby Shea	763 324-4207	
MNWARN	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State

Utilities	Name	Work Telephone	Alternate Telephone
Electric Company	Connexus Energy	763 323-2660	763 323-2600
Gas Company	CenterPoint Energy	612 372-5050	612 372-4727
Telephone Company	Century Link	763 712-5020	763 712-5002
Utility Locations	Gopher State One Call	800 252-1166	651 454-0002
County Highway Department	Anoka County	763 862-4201	
State Highway Department	MNDOT	651 296-3000	911

Mutual Aid Agreements	Name	Work Telephone	Alternate Telephone
Neighboring Water System	City of Anoka	763 576-2980	763 576-2860
Emergency Water Connection	City of Anoka	763 573-2980	
Materials	HD Supply	952 937-9666	

Technical/ Contracted Services/ Supplies	Name	Work Telephone	Alternate Telephone
MRWA Technical Services	MN Rural Water Association	800 367-6792	
Well Driller/ Repair	E, H. Renner	763 427-6100	
Electrician	3 Way Electric	612 865-3262	
Water Main Repair	Dave Perkins Contracting	763 427-0109	612 363-6459
Chemical Feed	Hawkins Chemical	612 331-9100	
Meter Repair	City of Ramsey	763 433-9861	
SCADA System	Total Control	763 286-7365	
Valves, Pipes and Fittings	Ferguson Water Works	763 560-5200	
Laboratory	Twin Cities Water Clinic	953 935-3556	

Communications	Name	Work Telephone	Alternate Telephone
Newspaper	Star Tribune	612 673-4000	
	Pioneer Press	651 222-1111	
School Superintendent	David Law	763 506-1001	
Property and Casualty Insurance	League of MN Cities	651 281-1200	

**APPENDIX A**  
**Emergency Operations Resource Lists**



# City of Ramsey

# Emergency Operations Resource Manual

## Governmental Agencies

Agency	Contact	Address	Phone	Fax
Alcohol Tobacco Firearms		300 E 5th Street, St Paul, MN	651-290-3092	24 Hr 651-290-5120
Anoka County Emerg Mgmt.		325 E Main Street, Anoka, MN 55303	763-323-5828	
Anoka County Hwy Dept		1440 Bunker Lk Blvd, Andover, MN 55303	763-862-4200	
Anoka County Sheriff		325 E Main Street, Anoka, MN 55303	763-323-5000	
Anoka County - Genl Info		2100 3rd Avenue, Anoka, MN 55303	763-421-4760	
Anoka County Attorney		2100 3rd Avenue, Anoka, MN 55303	763-323-5550	
Anoka County Sheriff Dispatch		325 E Main Street, Anoka, MN 55303	763-427-1212	
Anoka County Sheriff Patrol		1530 Bunker Lake Blvd, Andover, MN 55304	763-754-4545	
Anoka Police Dept		275 Harrison Street, Anoka, MN 55303	763-576-2800	
BCA Forensic Sc Lab		1430 Maryland Avenue E, St Paul, MN 55106	651-793-2900	
Bureau of Crim Apprehension		1430 Maryland Avenue E, St Paul, MN 55106	651-793-1000	
Dept Natural Resources	Tony Salzel	Cell: 612-559-8771		Dispatch 651-582-1509
Dept of Transportation		395 John Ireland Blvd, St Paul MN	800-867-3774	Dispatch 651-582-1550
Elk River Police Department		13077 Orono Parkway, Elk River, MN 55330	763-635-1200	
Fed Bureau of Investigation		Minneapolis Office	612-376-3200	
Fed Emerg Mgmt. Agency		444 Cedar Street, St Paul, MN	800-427-2354	
Fire Marshall		444 Cedar Street, St Paul, MN	651-215-0500	
Fire Prevention Bureau		2660 Civic Center Drive, Roseville, MN 55113	651-792-7342	651-792-7300
Immigration Department		St Paul, MN	952-853-2940	612-313-9045
MN Animal Health Board		90 W Plato Blvd, St Paul, MN	651-296-2942	651-296-7417
MN Department of Health		717 SE Delaware Street, Minneapolis, MN	651-215-5800	
MN Duty Officer		N/A	651-649-5451	
MN Governor's Office		State Capital	651-296-3391	
MN National Guard		Activated Through Anoka County Sheriff		
MN Pollution Control Agency		620 Lafayette Road, St Paul, MN 55155	651-296-6300	24 Hr Emergency 651-649-5451
MN State Patrol		2005 N Lilac Drive, Golden Valley, MN	763-591-4680	St Paul 651-282-6871
North Metro Chem Assess Team		Activated Through Anoka County Sheriff		
State Emergency Response Comm		444 Cedar Street, St Paul, MN		
US Dept of Agriculture		3 E 4th Street, Ste 500, St Paul, MN	800-453-7502	651-296-3192
US Postal Inspector		N/A	651-293-3200	

Private Agencies/Businesses/Individuals

Entity	Clinic	Address	Phone	Fax
Clinic	Allina Medical Clinic	7231 Sunwood Dr NW Ramsey	763-427-7180	
Funeral Director	MN Funeral Dir Assn	10800 Co Rd 15, Plymouth, MN 55441	763-398-0118	763-398-0115
Gas Station	Speedway	14000 St Francis Blvd NW, Ramsey MN 55303	763-576-9444	
Gas Station	Holiday	14075 Ramsey Blvd NW, Ramsey MN 55303	763-421-3075	
Gas Station	Holiday	14350 Xkimo St NW, Ramsey MN 55303	763-442-8397	
Gas Station	Ramsey Market	14911 Ramsey Blvd NW, Ramsey MN 55303	763-427-7560	
Gas Station	Little Dukes	7900 Sunwood Drive NW, Ramsey MN 55303	763-576-6821	
Gas Station	Bill's Superette	15299 St Francis Blvd NW, Ramsey MN 55303	763-422-8383	
Grocery	Coburns	7900 Sunwood Drive NW, Ramsey MN 55303	763-323-1004	
Hospital	Mercy	4050 Coon Rapids Blvd, Coon Rapids MN 55433	763-236-6000	
Hospital	North Memorial	330 Oakdale Avenue N, Robbinsdale MN	763-520-5200	
Hospital	North Memorial	9515 Hospital Drive Maple Grove MN 55369		
Hospital	Unity	550 Osborne Road, Fridley MN 55432	763-236-5000	
Newspaper	Anoka County Union	4101 Coon Rapids Blvd, Coon Rapids MN 55433	763-421-4444	763-421-4315
Newspaper	Star Tribune	425 Portland Avenue, Minneapolis MN 55488	612-673-4000	
Pharmacy	Ramsey Pharmacy	5300 Alpine Drive Ramsey MN 55303	763-427-3341	
Pharmacy	Coburns Pharmacy	7900 Sunwood Drive NW, Ramsey MN 55303	763-576-6821	
Radio Station	KNOW 9101	45 E 7th Street, St Paul, MN	651-290-1500	
Radio Station	KOOL 108 FM	60 S 6th Street #930, Minneapolis, MN 55402	612-333-8118	
Radio Station	KQRS 92.5 FM	2000 Elm Street, Minneapolis, MN 55414	612-617-4000	
Radio Station	KSJN 99.5	45 E 7th Street, St Paul, MN	651-290-1500	
Radio Station	WCCO Radio 830 AM	625 2nd Avenue S #200, Minneapolis MN 55402	612-370-0611	
Radio Station	WLOL 99.5 FM	60 S 6th Street #930, Minneapolis, MN 55402	612-330-0100	

## **APPENDIX B**

### **State of MN Emergency Planning and Community Right to Know**

State of Minnesota

Department of Public Safety

Emergency Planning and Community Right-to-Know Act (EPCRA) Program

**City of RAMSEY**

**Facility Name and Address**  
 ACE SOLID WASTE INC  
 6601 MCKINLEY ST NW  
 RAMSEY, MN 55303

Chemicals On-Site  
 DIESEL FUEL

Storage Cont. Type  
 B

Pressure  
 1

Temp  
 4

Location  
 40' WEST OF MAIN BUILDING

**Contact**  
 Subreports within table/matrix cells are ignored.

**Status:** ACTIVE      **312:** 2005

**Max Actual**    **Max**    **AVG**    **DAYS**    **ERCID**  
 64320    04    03    003    302  
 No

**Facility Name and Address**  
 AIRGAS NORTH CENTRAL, INC.  
 6191 MCKINLEY ST  
 RAMSEY, MN 55303

Chemicals On-Site  
 ARGON

Storage Cont. Type  
 A

Pressure  
 2

Temp  
 7

Location  
 OUTSIDE ON NORTH SIDE OF BLDG

**Contact**  
 Subreports within table/matrix cells are ignored.

**Status:** ACTIVE      **312:** 2005

**Max Actual**    **Max**    **AVG**    **DAYS**    **ERCID**  
 91000    04    04    365    302  
 No

Chemicals On-Site  
 CARBON DIOXIDE

Storage Cont. Type  
 A

Pressure  
 2

Temp  
 6

Location  
 OUTSIDE ON NORTH SIDE OF BLDG

**Contact**  
 Subreports within table/matrix cells are ignored.

**Status:** ACTIVE      **312:** 2005

**Max Actual**    **Max**    **AVG**    **DAYS**    **ERCID**  
 14500    04    04    365    302  
 No

Chemicals On-Site  
 NITROUS OXIDE

Storage Cont. Type  
 A

Pressure  
 2

Temp  
 6

Location  
 OUTSIDE ON NORTH SIDE OF BLDG

**Contact**  
 Subreports within table/matrix cells are ignored.

**Status:** ACTIVE      **312:** 2005

**Max Actual**    **Max**    **AVG**    **DAYS**    **ERCID**  
 78000    04    04    365    302  
 No

State of Minnesota

Department of Public Safety

Emergency Planning and Community Right-to-Know Act (EPCRA) Program

Storage Cont. Type	Pressure	Temp	Location	Max Actual	AVG	DAYS	302
A	2	7	OUTSIDE ON NORTH SIDE OF BLDG	199100	05	365	No
Storage Cont. Type	Pressure	Temp	Location	Max Actual	AVG <th>DAYS</th> <th>302</th>	DAYS	302
A	2	7	OUTSIDE ON NORTH SIDE OF BLDG	270	02	365	Yes
Chemicals On-Site HYDROGEN FLUORIDE, ANHYDROUS	Pressure	Temp	Location	Max Actual	AVG <th>DAYS</th> <th>302</th>	DAYS	302
L	2	4	INSIDE CAGE IN NW CORNER OF LOT				

Facility Name and Address

AMERIGAS EAGLE LP #3900

7411 W HWY 10

RAMSEY, MN 55303

Chemicals On-Site

PROPANE (LIQUIFIED PETROLEUM GAS)

Storage Cont. Type

A

Contact

Subreports within table/matrix cells are ignored.

Status: ACTIVE 312: 2005

Max Actual 480684

Temp 05

Location

4 3 MILES WEST OF ANOKA ON NORTH SIDE OF HWY 10 NEXT

ERCID

020950002

Facility Name and Address

COMMERCIAL ASPHALT CO. - PLANT 6

14100 BASALT ST

RAMSEY, MN 55303

Chemicals On-Site

ASPHALT CEMENT

Storage Cont. Type

A

Contact

Subreports within table/matrix cells are ignored.

Status: ACTIVE 312: 2005

Max Actual 810000

Temp 05

Location

5 TANK 20-601-30000 GALLON AGST LOCATED WITHIN

ERCID

020950005



State of Minnesota

Department of Public Safety

Emergency Planning and Community Right-to-Know Act (EPCRA) Program

**Facility Name and Address**

DEHN OIL CO.

6735 141st Ave NW  
RAMSEY, MN 55303

Chemicals On-Site  
GASOLINE

Storage Cont. Type  
A

Pressure  
1

Temp  
4

Max Actual 3000  
Max 03  
Location

AVG 03  
DAYS 365

302  
No

**ERCID**

020050012

Status: ACTIVE 312: 2005

Subreports within table/matrix cells are ignored.

Chemicals On-Site  
FUEL OIL

Storage Cont. Type  
A

Pressure  
1

Temp  
4

Max Actual 7000  
Max 03  
Location

AVG 03  
DAYS 365

302  
No

**Facility Name and Address**

LIFE FITNESS - A DIVISION OF BRUNSWICK CORP.

14150 SUNFISH LAKE BLVD  
RAMSEY, MN 55303

Chemicals On-Site  
ARGON

Storage Cont. Type  
A

Pressure  
2

Temp  
7

Max Actual 22565  
Max 04  
Location

AVG 04  
DAYS 365

302  
No

**ERCID**

020950023

Status: ACTIVE 312: 2005

Subreports within table/matrix cells are ignored.

Chemicals On-Site  
CARBON DIOXIDE

Storage Cont. Type  
A

Pressure  
2

Temp  
7

Max Actual 12100  
Max 04  
Location

AVG 03  
DAYS 365

302  
No

Chemicals On-Site  
OXYGEN

Storage Cont. Type  
A

Pressure  
2

Temp  
7

Max Actual 14700  
Max 04  
Location

AVG 03  
DAYS 365

302  
No

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-330**

**RESOLUTION APPROVING EMERGENCY RESPONSE PLAN FOR AMERICA'S WATER INFRASTRUCTURE ACT OF 2018**

**WHEREAS**, Congress adopted the America's Water Infrastructure Act in 2018 to require public water systems to develop or update risk assessments and emergency response plans, and ;

**WHEREAS**, The City of Ramsey is public water system covered by the act, and;

**WHEREAS**, Engineering staff brought a proposal to the November 17, 2020 Public Works Committee to accept a proposal from a consultant to prepare the risk and resiliency assessment. The committee discussed the proposal and determined that staff time would still be required with a consultant doing the work so the Committee voted to have staff complete the assessment, and;

**WHEREAS**, City Engineering Staff completed the Risk Assessment for the City of Ramsey water system, and the plan was submitted to the Environmental Protection Agency of the United States on or before June 30, 2021., and:

**WHEREAS**, the Emergency Response Plan is to be completed within 6 months after submittal of the risk assessment, and:

**WHEREAS**, the City Engineering Staff has completed the Emergency Response Plan for the City of Ramsey water system, and the plan is to be submitted to the Environmental Protection Agency of the United States on or before December 31, 2021.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Ramsey, MINNESOTA AS FOLLOWS:**

- 1) City staff has completed the emergency response plan for the City water system and has presented it to City Council for review.
- 2) The Ramsey City Council authorizes the City Engineering Staff to submit the emergency response plan for the City water system to the Environmental Protection Agency of the United States on December 31, 2021.

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 14<sup>nd</sup> day of December, 2021.

---

Mayor

**ATTEST:**

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City Clerk

**Public Works Committee**

5.3.

**Meeting Date:** 11/16/2021

**Submitted For:** Len Linton, Engineering/Public Works

**By:** Len Linton, Engineering/Public Works

---

**Title:**

Consider Revisions to Municipal State Aid Roadway System

**Purpose/Background:**

The Municipal State Aid Street program provides funding to assist municipalities with the construction and maintenance of community-interest streets on their state aid systems. The program goals are to provide users of the secondary roadway system with safe streets, adequate mobility and structural capacity, and an integrated transportation network. The program is administered by MnDOT's State Aid for Local Transportation.

Within each eligible city, up to 20 percent of the local streets and county roads may be designated as MSAS. A street may be selected as a MSAS route if it:

- Is projected to carry a relatively heavier traffic volume or is functionally classified as collector or arterial as identified on the city's functional classification plan.
- Connects points of major traffic interest, parks, parkways or recreational areas.
- Provides an integrated and coordinated highway and street system affording, within practical limits, a state-aid network consistent with projected traffic demands.

The function of a road may change over time requiring periodic revisions to the state aid system.

The State Aid system returns gas tax money to cities based on a formula in Minnesota Statutes 162.13 which looks at the city population and the construction needs of the city.

The City needs to make some revisions to the local state aid system. This case outlines the proposed changes..

**Timeframe:**

This case is estimated to take 15 minutes.

**Observations/Alternatives:**

Historically State Aid rules allowed cities to designate future (unconstructed) routes to the system as long as the total of constructed and unconstructed routes did not exceed 20% of the total street mileage in the city. The City designated unconstructed routes in areas of the City that were not projected to develop soon. Recent housing developments have occurred or will occur in areas where some of these unconstructed routes were planned. The streets in these recent developments were not designed as collectors or arterial routes so it makes sense to remove these future routes from the map and re-designate existing roads as part of the MSA system.

The City is planning to designate the future frontage roads associated the Ramsey Gateway TH10 improvements as State Aid Roads. Unconstructed roads collect minimal dollars in the annual allotment.

The proposed changes are outlined in the attached resolution.

**Funding Source:**

The annual allocation from State Aid to the City will decrease due to the proposed removal of unconstructed roads. Ultimately in a few years the allocation will increase as new roads are constructed.

**Recommendation:**

Staff recommends the Committee recommend the City Council approve resolution #21-325 Amending Municipal State Aid System Designations and Collector Road System.

**Action:**

Motion to recommend the City Council approve resolution #21-325 Amending Municipal State Aid System Designations and Collector Road System.

---

**Attachments**

Resolution

Letter

Map

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	11/10/2021 03:02 PM
Grant Riemer	Grant Riemer	11/10/2021 03:41 PM
Kurt Ulrich	Kurt Ulrich	11/10/2021 04:18 PM
Form Started By: Len Linton		Started On: 11/09/2021 03:15 PM
Final Approval Date: 11/10/2021		

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-325**

**RESOLUTION AMENDING MUNICIPAL STATE AID SYSTEM DESIGNATIONS  
AND COLLECTOR ROAD SYSTEM**

**WHEREAS**, the City of Ramsey has adopted a Comprehensive Plan which provides of a system of arterial and collector thoroughfares; and

**WHEREAS**, the State of Minnesota has established a Municipal State Aid System (MSAS) under chapter 162 of the State Statutes which promotes the construction and maintenance of such an arterial and collector system; and

**WHEREAS**, it is in the best inters of the City of Ramsey to modify the designated MSAS to conform to its changing transportation needs; and

**WHEREAS**, a City Council resolution followed by an order from the Commissioner of Transportation is required when revising a nonexistent segment alignment onto an existing roadway.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, AS FOLLOWS:**

1. That the following described MSAS segments be revoked from the system:
  - Part of MSAS 101: *Uranimite Street* – from Bunker Lake Blvd to 149<sup>th</sup> Avenue (0.26 non-existing miles)
  - Part of MSAS 104: *Sunwood Drive/ 146<sup>th</sup> Ave* – from Puma Street to Armstrong Blvd (0.68 non-existing and 0.13 improved for a total of 0.81miles)
  - Part of MSAS 109: *Puma Street (non-existing)/ 142<sup>nd</sup> Avenue* – from Bunker Lake Blvd to Armstrong Blvd (1.34 non-existing and 0.18 improved for a total of 1.52 miles)
  - Part of MSAS 109: *Traprock Street* – from Riverdale Drive to TH 10 (0.07 non-existing miles)
  - Part of MSAS 116 *Armstrong Blvd* – from Riverdale Drive to TH 10 (0.02 non-existing and 0.06 improved for a total of 0.08 miles)
  
2. That the following described MSAS segments be added to the system:

- Extension of MSAS 101: *Center Street* – from Sunwood Drive to Bunker Lake Blvd, and from Bunker Lake Blvd to 147<sup>th</sup> Lane, and from 147<sup>th</sup> Lane to 149<sup>th</sup> Lane (0.42 improved and 0.18 non-existing for a total of 0.60 miles)
- Extension of MSAS 129: Veterans Drive – from Rhinestone Street to Ramsey Blvd (0.27 non-existing miles)
- MSAS 130: *Tiger Street* – from Armstrong Blvd to 173<sup>rd</sup> Avenue (0.42 improved miles)

3. That the City Administrator is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for consideration and approval.

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:

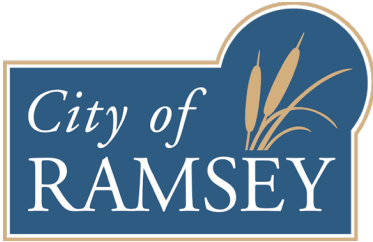
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of December, 2021.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk



7550 Sunwood Drive NW • Ramsey, MN 55303  
City Hall: 763.427.1410 • Fax: 763.427.5543  
[www.cityoframsey.com](http://www.cityoframsey.com)

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November 10, 2021

Julie Dresel, P.E.  
Minnesota Department of Transportation  
Metro State Aid Program Engineer  
Water's Edge Building  
1500 West CO RD B-2  
Roseville, MN 55113

**Re: City of Ramsey Proposed Municipal State Aid Street Revocations & Designations**

The City of Ramsey proposes to apply the following revocations and designations to its Municipal State Aid Street system when completing the City's 2021 Annual Certification of Mileage due in January of 2022.

**Proposed Revocations (2.74 miles) -**

Part of MSAS 101: *Uranimite Street* - from Bunker Lake Blvd to 149<sup>th</sup> Avenue (**0.26 non-existing miles**)

Part of MSAS 104: *Sunwood Drive / 146<sup>th</sup> Avenue* - from Puma Street to Armstrong Blvd (0.68 non-existing & 0.13 improved for a **total of 0.81 miles**)

Part of MSAS 109: *Puma Street (non-existing) / 142<sup>nd</sup> Avenue* - from Bunker Lake Blvd to Armstrong Blvd (1.34 non-existing & 0.18 improved for a **total of 1.52 miles**)

Part of MSAS 109: *Traprock Street* - from Riverdale Drive to TH 10 (**0.07 non-existing miles**)

Part of MSAS 116: *Armstrong Blvd* - from Riverdale Drive to TH 10 (0.02 non-existing & 0.06 improved for a **total of 0.08 miles**)

**Proposed Designations (1.29 miles) -**

Extension of MSAS 101: *Center Street* - from Sunwood Drive to Bunker Lake Blvd, and from Bunker Lake Blvd to 147<sup>th</sup> Lane; and from 147<sup>th</sup> Lane to 149<sup>th</sup> Avenue (0.42 improved & 0.18 non-existing for a **total of 0.60 miles**)

Extension of MSAS 129: *Veterans Drive* - from Rhinestone Street to Ramsey Blvd (**0.27 non-existing mi**)

MSAS 130: Tiger Street - from Armstrong Blvd to 173<sup>rd</sup> Avenue (**0.42 improved miles**)

The City proposes to apply these revisions to the *2021 Annual Certification of Mileage* due in January 2022. Per the City's 2020 Certified Mileage, 1.68 miles of streets may be added to the MSAS system. After applying the proposed revisions, 4.03 miles of MSAS streets would be revoked and 1.29 miles of MSAS streets would be designated to the City's MSAS system. This would result in 4.42 miles of streets remaining available for future designation as MSAS streets.

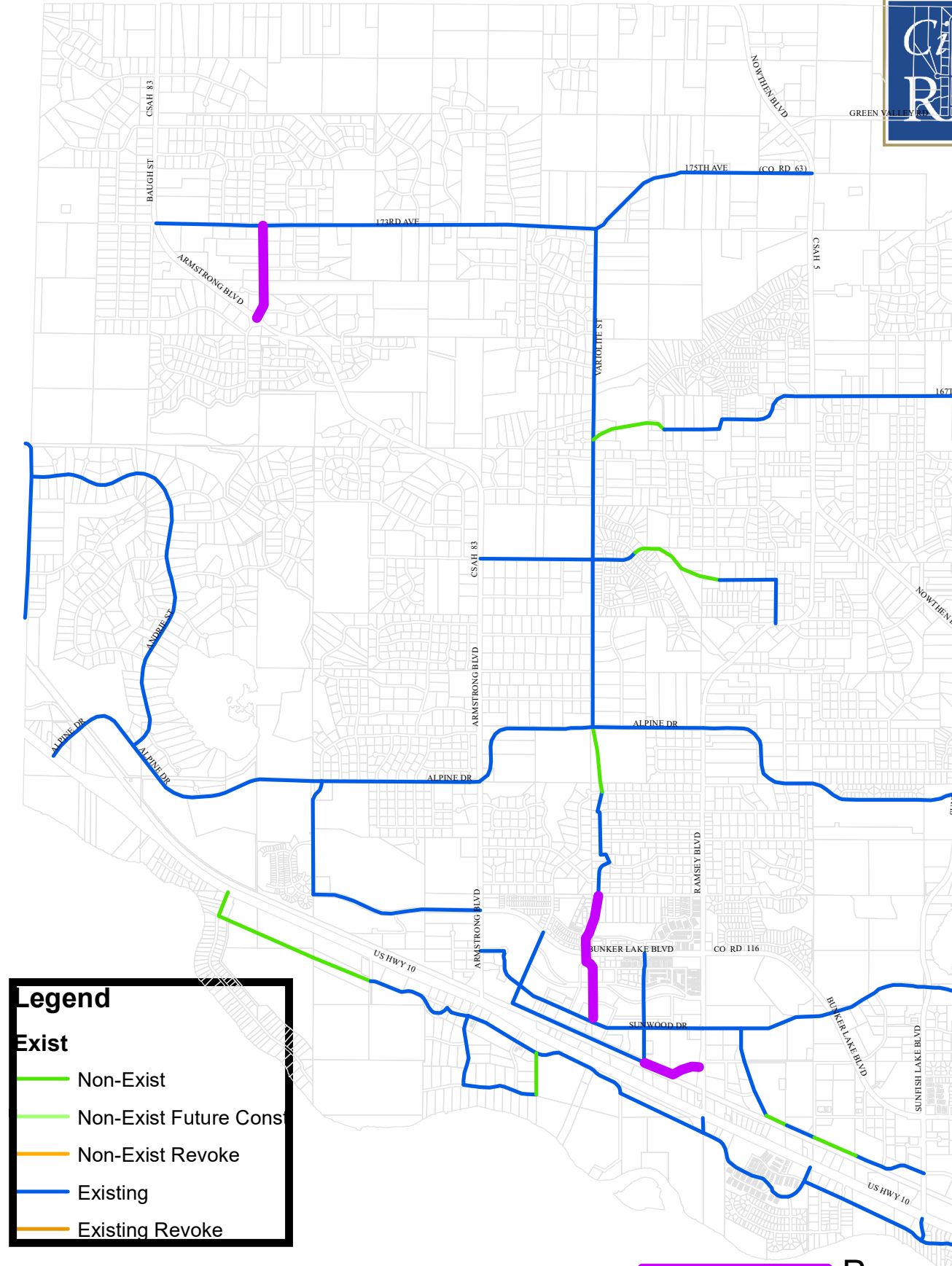
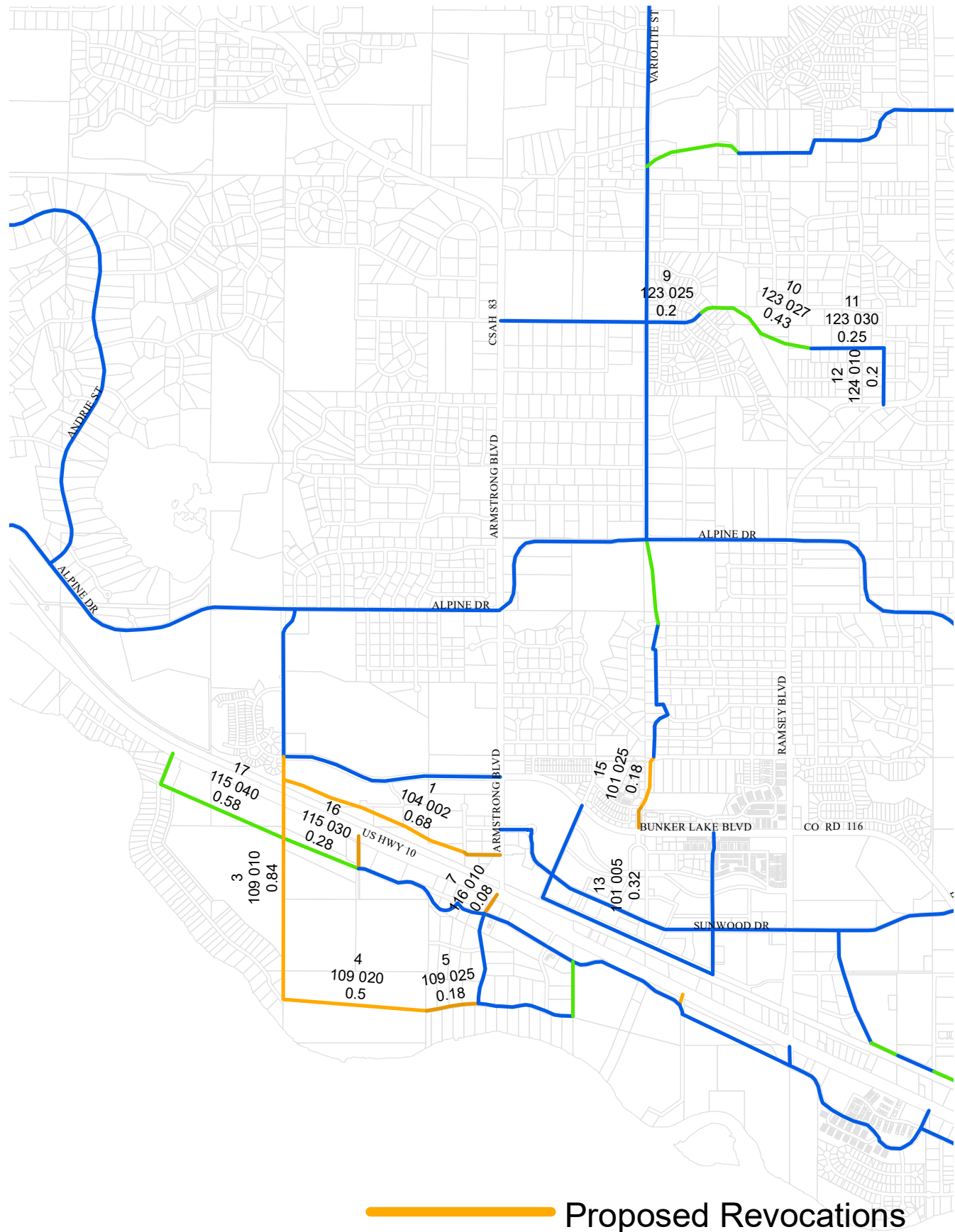
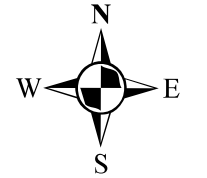
Upon your concurrence, the Ramsey City Council will consider adopting a resolution approving the proposed revocations and designations. In the meantime, please contact me with any questions.

Sincerely,

A handwritten signature in blue ink that reads "Bruce Westby". The signature is written in a cursive style with a long, sweeping underline.

Bruce Westby  
City Engineer

# 2021 MSA SYSTEM PROPOSED REVISIONS



**Legend**

- Green line: Non-Exist
- Light Green line: Non-Exist Future Cons
- Orange line: Non-Exist Revoke
- Blue line: Existing
- Yellow line: Existing Revoke

Proposed Revocations

Proposed Designations



**Public Works Committee**

5. 4.

**Meeting Date:** 11/16/2021

**Submitted For:** Mark Riverblood, Engineering/Public Works

**By:** MaryJo Warner, Engineering/Public Works

---

**Title:**

Refurbish the 25-year old Lake Itasca Boardwalk

**Purpose/Background:**

The purpose of this case is to recommend to City Council the refurbishment of the \*Lake Itasca Boardwalk. The quarter-century old, 6' foot wide boardwalk is nearly one quarter mile in length and is a very popular trail route and destination—and is within a high quality wetland environment associated with Trott Brook, and also the Circle of Ramsey Greenway. The boardwalk has held up very well over the years with semi-regular board replacement and occasional re-leveling. However, in recent years the frequency for the need for individual board replacement has increased, and there are a number of sections where it is no longer feasible to try to re-level the warped sections. (It may be noted here, that it is appropriate for boardwalks to appear 'rustic' and aside from when first constructed, they are not intended to be perfectly pristine, like a deck on a residential home.) The attached Appendix includes photos of the existing conditions of the boardwalk, in a sequence from the North to the South, with the last image looking North at the South end at the boardwalk's connection to the bituminous trail. (About midway through the photos the 8' foot bridge section may be noted, which is in great condition, it being replaced about four years ago.)

\*This portion of trail is also a part of the National Mississippi River Trail.

**Timeframe:**

Staff will highlight this infrastructure maintenance project with results of the contractor(s) quotes, which should take less than 10 minutes.

**Observations/Alternatives:**

As referenced, the wooden boardwalk may be considered at the end of its useful life, having been in the elements for twenty five years, and carrying many, many, thousands of walkers, joggers, dogs and bicyclists. Additionally, user feedback confirms that the 6' foot width is not adequate for the numbers of users—especially when bicyclists meet people with dogs on the boardwalk, often traveling in opposite directions. For this reason, staff is proposing that with the refurbishment, the width would be extended to 8' feet wide, which is the standard for boardwalks constructed in the city within the last decade. In July 2021 the Park and Recreation Commission approved proceeding with a Request for Proposal (RFP) with detailed specifications, which was issued to seven contractors who bid on the last boardwalk project in the City of Ramsey. Their quotes were due to the City on Monday, November 15th, 2021, the day before the Public Works Committee (PWC) meeting. The quotes will be presented to the Committee at the meeting. It is anticipated that a recommendation to proceed with the project may come from the PWC and the Park & Recreation Commission November 18th for City Council's consideration on November 23rd, 2021 for the refurbishment of the boardwalk to occur over the Winter of 2021/2022.

**Funding Source:**

The recommended funding source, would be the Capital Maintenance Fund, (formally known as 'Park Maintenance Fund #810') which has a present balance of approximately \$1.3M.

**Recommendation:**

Staff recommends proceeding with the refurbishment of the 25-year old Lake Itasca Boardwalk with the work to be performed by \_\_\_\_\_, in the amount of \$ \_\_\_\_\_.

**Action:**

Based upon discussion, recommend to City Council the refurbishment of the Lake Itasca Boardwalk in a not-to-exceed amount of \$ \_\_\_\_\_.

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**Attachments**

Location exhibit

RFQ

Appendix & existing conditions

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**Form Review**

**Inbox**

Mark Riverblood  
Mary Jo Warner (Originator)  
Mark Riverblood  
Grant Riemer  
Kurt Ulrich  
Form Started By: MaryJo Warner  
Final Approval Date: 11/10/2021

**Reviewed By**

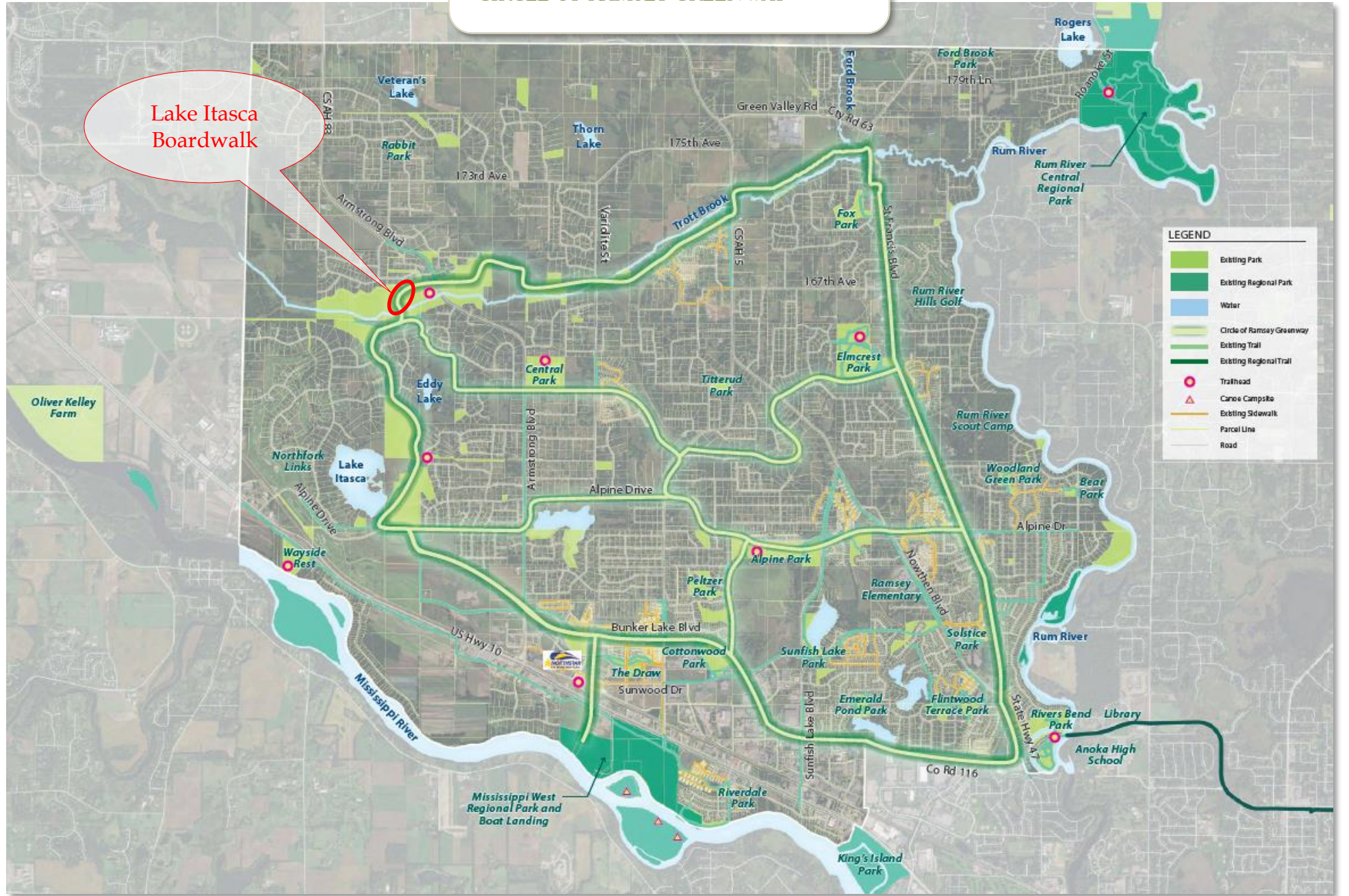
Mark Riverblood  
MaryJo Warner  
Mark Riverblood  
Grant Riemer  
Kurt Ulrich

**Date**

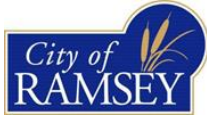
11/10/2021 03:19 PM  
11/10/2021 03:21 PM  
11/10/2021 03:30 PM  
11/10/2021 03:38 PM  
11/10/2021 04:21 PM  
Started On: 11/10/2021 09:16 AM

# City of RAMSEY

CIRCLE OF RAMSEY GREENWAY



Lake Itasca Boardwalk



## REQUEST FOR QUOTATION



PROPOSALS MUST BE RECEIVED BY:  
**2:00 PM on Monday, November 15<sup>th</sup>,**  
**2021**

Submit by e-mail ONLY to:  
Mary Jo Warner  
Ramsey, MN 55303  
763-433-9820

E-mail to: [mwarner@cityoframsey.com](mailto:mwarner@cityoframsey.com)

### **Furnish Materials and Labor for the 'Over-decking' of the Lake Itasca Boardwalk**



North end of boardwalk accessible  
from Trailhead at; 8560 167<sup>th</sup> Lane  
Ramsey, MN 55303

## PROPOSAL SPECIFICATIONS

### **Furnish Materials and Installation Labor for the 8' foot Over-decking of the existing, approximately 1,155' foot, 6' foot-wide Lake Itasca Boardwalk**

#### **Pre-Qualifications:**

- I. \*Bidder/Contactor shall demonstrate that he/she has successfully installed 3 (three) projects of comparable or greater scope in a county, municipal, state park, or school setting in the Twin Cities Metropolitan area within the last 5 (five) years.**
- II. Bidder/Contractor shall confirm his/her capacity to 'field adjust' the methods and detail of the construction to achieve a uniform deck surface pursuant to the specifications below.**
- III. Contractor is responsible for visiting the site to determine all existing conditions that may affect the performance of the Work, AND may request a walk through with city staff if required.**

#### **Project Requirements:**

I/We agree to furnish all labor, supply materials as needed, and site security to perform the work as described below:

- Contractor and the City of Ramsey shall enter into the City's standard form of agreement.
- Contractor shall submit material examples to the City of Ramsey's representative for review and approval if requested.
- Contractor shall secure all permits related to the Work (if any).
- The Lake Itasca Boardwalk should be reasonably accessible to the public during construction, for a safe, continuous north/south crossing by pedestrians. The Contractor shall also ensure a continuous and safe route at the conclusion of each work day, generally free of loose items.
- Contractor shall provide evidence of insurance in accordance with City requirements, and be licensed to work in the City (a \$75 fee).
- Contractor shall provide temporary facilities, as required, for proper storage of materials and if necessary, also sanitation (outdoor portable toilet on-site).

- Contractor shall protect adjacent trees and shrubs and notify the City's representative immediately of any damage to trees or pavement associated with the site and work.
- Contractor shall remove ALL boardwalk materials that are not completely covered by the new decking (including railing) from the project in conjunction with the Work, and dispose of same properly at his/her expense.
- The Contractor shall substantially complete the project by April 30<sup>th</sup> 2022.
- The Contractor shall be paid for the work completed, materials on site, and not equipment & furnishings stored off-site. The City is not responsible for stolen, missing or damaged materials.
- Notify the City's representative prior to substantial completion to schedule a final review of the work and make corrections to deficiencies identified in the final review.
- This Request for Quotation shall be a not-to-exceed amount. The Contractor must include within his/her quote any time or materials and incidentals necessary to complete the work in a professional and quality manner. At the completion of the Work, the site's grounds shall be returned to its current condition by the Contractor.
- There shall be no Change Orders.
- Portions of the work site may be required to be enclosed with temporary safety fencing – if the contractor is not physically on site. Fencing is **not required** if there are no equipment or loose items/tools anywhere on site. However, through-passage for pedestrians shall be maintained at all times.

#### Specification details:

- Contractor shall supply and install new 2" x 8" brown treated decking, 8' wide, centered and **over and upon**, the existing 6' foot boardwalk. This new decking shall be screwed down with #10 X 3 1/2" Climatek Coated GRK Screws into either the shim board or the existing decking. (Longer screws may be needed in some areas, and considered an incidental.)
- Shim as necessary, to place new decking boards level from left to right, using 3/4" thick treated boards, and up to 3 1/2" thick treated boards, to achieve a level plane within 1" tolerances from left to right within the 8' wide new deck surface. Shimming shall be performed such that there is **no** 'sagging' or board flexing from movement of people on the completed deck surface.

- Contractor to supply and install a 2" x 4" blocking board (spaced no more than 3' on center), along with a continuous 2" x 4" to create a 3" high 'curb' along the entire length of each side. The seams of these boards shall be generally at the middle point of existing deck sections—and the seams shall be matched by a 45° degree cut directly over the blocking board. (See example reference below.) There shall be three to four fasteners screwed into each end of the upper 2" x 4" where they join.
- Contractor to supply and install bracket hardware, mud foot plate and pipe, with a 5/8" set bolt mechanism for adjustment for all areas where existing deck sections must be removed near the (north) portion by the bridge, (scope of removal at the Contractor's discretion). (See Appendix for the referenced sections to be removed.) All components to be hot dipped galvanized, and the pipe to be 1 1/2" schedule 40, hot dipped galvanized. This will be used to achieve significant adjustment for removed sections as noted above, or other areas where the existing deck sections do not provide enough support, or shimming is not practicable. The City projects that this technique will be required at 10 or more sections of the existing boardwalk.
- The existing bridge is 8' foot wide and does not need replacement or over decking. The new decking shall meet this bridge section, with the Contractor to field engineer the joining of the new decking to the bridge decking (or full 8' foot approach area), such that there is no vertical differential where new deck boards meet the existing deck board(s).
- Contractor to supply and install two, 8' foot hinged hot dipped galvanized diamond plate (or flex resistant aluminum diamond plate) at beginning and end of boardwalk (plates to overlap onto the bituminous trail at the north and south).

**Work and Staging Areas:**

Confine work activities to the boardwalk site, and adjacent to bituminous trails – all of which should remain passable by pedestrians during the construction periods. Contactor is responsible for protecting trail pavement from breaking and damage. No mechanized equipment shall be left overnight on the site (unless fenced), and no construction activity shall be performed before 7 AM nor after 7 PM Monday through Saturday. The contractor shall provide 72-hour advance notice before working on Saturday. City Council approval may be required for Sunday work.

Coordinate staging area and fencing with the City's representative prior to beginning the Work as necessary.

**Liquidated Damages:**

Liquidated damages may be deducted from the approved quoted amount, in a sum of \$50 dollars per weekday (M-F) for non-completion after May 15<sup>th</sup>, 2022.

**Warranty/Guarantee:**

The Contractor warrants and guarantees to the Owner that all installation Work will be of good quality and free from faults or defects in accordance with this RFQ. All defective Work may be rejected.

If required by the Owner, prior to payment, the Contractor will promptly without cost to the Owner, correct defective Work, or replace it with non-defective Work. If the Contractor does not correct such defective Work or remove and replace within a reasonable time, the Owner may have the deficiency corrected or the rejected Work removed and replaced. All direct or indirect costs of such correction or removal and replacement, including compensation for additional professional services shall be paid by the Contractor, or deducted by the Owner, all such costs from the quoted contract price.

If, instead of requiring correction or removal and replacement of defective Work, the Owner (prior to approval of final payment) prefers to accept it, they may do so. In such case, if the acceptance occurs prior to final payment, a Statement shall be issued incorporating the necessary revisions, including appropriate reductions in Contract Price

**Specification References:**

The Contractor shall design the Work in conformance with the Specifications, and example images below, as well as in accordance with standard construction practices.



Depiction of 45° degree curb joint configuration



Example of 8' foot completed deck-over



Example bracket hardware, mud foot plate and pipe



**Quotation for Furnishing Materials and Installation Labor for the 8' foot Over-decking of the Existing 6' foot Lake Itasca Boardwalk**

\$ \_\_\_\_\_ for all costs to complete installation as referenced.

In submitting the above quote, I/We warrant the quote valid for work to be completed on or before April 30<sup>th</sup>, 2022.

Additionally, I/we acknowledge the Specifications, Provisions, Appendix, and existing conditions referenced herein and above. (Bidder need only submit this Quotation page #7.)

Contractor name \_\_\_\_\_

Owner or representative \_\_\_\_\_

Signature \_\_\_\_\_

Phone(s) \_\_\_\_\_

E-mail \_\_\_\_\_

\*List three related projects of comparable scope for a governmental agency in the Twin Cities Metropolitan area within recent years, with contact/reference information:

Project name and location \_\_\_\_\_  
Contact name and info \_\_\_\_\_

Project name and location \_\_\_\_\_  
Contact name and info \_\_\_\_\_

Project name and location \_\_\_\_\_  
Contact name and info \_\_\_\_\_

# Appendix

One of two locations for the 8' foot  
diamond plate transition



























Area(s) where existing deck sections must be removed near the north side of the bridge











Meeting Date: 11/16/2021

By: Grant Riemer, Engineering/Public Works

**Title:**

Properly Evaluating Existing and Proposed Crosswalk Improvements

**Purpose/Background:**

**Purpose:**

Review criteria for crosswalk locations and what level of treatment should be recommended.

**Background:**

Many factors go into the installation of a crosswalk, with a request from residents, normally in the form of a petition, being the first step. The next step would be for staff to gather information on the location to see if and what kind of crosswalk would best suit the situation. Staff would gather information on traffic counts, speed, stopping sight distances for vehicles, number of pedestrians using crosswalk, distance and number of traffic lanes, accident review and LOS (level of service.)

**Timeframe:**

15 minutes

**Observations/Alternatives:**

As stated earlier many factors go into determining if a crosswalk is necessary at a given location and if so what type of crosswalk should be used. Vehicle speed is a primary factor for crosswalks at uncontrolled locations. 40 mph is the highest recommended speed. Any speed higher than 40 mph and guidelines suggest you use pedestrian hybrid beacons, pedestrian traffic signals, or grade separated crossings. The city of Ramsey has several crosswalks located on Alpine Dr where the speed limit is 45 mph. Though not ideal, traffic volume is low for the most part, allowing large gaps in traffic for people to cross.

Another factor is visibility for both pedestrians and motorists. Is there adequate distance for the motorist to see a pedestrian entering the crosswalk and make the decision to stop? At 40 mph it takes the driver 59 ft in reaction time to make the decision to stop and 139 ft overall to stop the vehicle before entering the crosswalk.

Traffic volume is also a factor. Most of our crosswalks are located on low volume two lane residential roads, so for us, traffic volume is not as great of concern as visibility. Level of Service or LOS is the time frame that someone is willing to wait to cross the road safely. Normally we don't expect to see any LOS ratings above a C rating on our residential streets, but the county roads and state highways will experience higher LOS ratings.

LOS	Control Delay (Seconds)	Comments
A	0-5 sec	Usually no conflicting traffic
B	5-10 sec	Occasionally some delay due to traffic
C	10-20 sec	Delay noticeable but not inconveniencing
D	20-30 sec	Delay noticeable and irritating, increased chance of risk taking
E	30-45 sec	Delay approaches tolerance level, risk taking behavior likely

F	Above 45 sec	Delay exceeds tolerance level, high likelihood of pedestrian risk-taking.
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As far as maintaining crosswalks, staff attempts to review paint every 2-3 years and repaints in the spring when necessary.

Costs for the various types of crosswalks we have in the city vary greatly. A simple crosswalk with advance signs, the actual crossing signs, striping costs and ped ramps can cost approximately \$8,050. For a crosswalk with Rectangular Rapid Flashing Beacons (RRFB) the cost is approximately \$48,000 with ped ramps and striping.

There was also a concern with speeds on Dysprosium St between Bunker Lake Blvd and NowThen Blvd. The speed limit on the that section of road is 30 mph. Staff placed a radar trailer on Dysprosium St and recorded speeds from Monday 11/8-Wednesday 11/10. The sign was placed in stealth mode , so no speeds were visibly posted for drivers to react to. The sign recorded 3416 cars with the average speed being 30 mph and the 85% speed being 34 mph. The 85% speed means that of the 3416 cars that traveled past the sign, 85% were driving at 34 mph or less.

**Funding Source:**

N/A

**Recommendation:**

Informational Only

**Action:**

Based on committee discussion

**Attachments**

Crosswalk Criteria

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	11/10/2021 03:15 PM
Kurt Ulrich	Kurt Ulrich	11/10/2021 04:15 PM
Form Started By: Grant Riemer		Started On: 11/09/2021 08:02 AM
Final Approval Date: 11/10/2021		

**Table 1 - Criteria for Crossing Treatments at Uncontrolled Locations**

Roadway Configuration	# of lanes crossed to reach a refuge <sup>(1)</sup>	# of multiple threat lanes <sup>(2)</sup> per crossing	Roadway ADT and Posted Speed															
			1,500-9,000 vpd				9,000-12,000 vpd				12,000-15,000 vpd				> 15,000 vpd			
			≤ 30 mph	35 mph	40 mph	≥ 45 mph	≤ 30 mph	35 mph	40 mph	≥ 45 mph	≤ 30 mph	35 mph	40 mph	≥ 45 mph	≤ 30 mph	35 mph	40 mph	≥ 45 mph
2 Lanes (one-way street)	2	1	A	B	C	E	A	B	C	E	B	B	C	E	B	C	C	E
2 Lanes (two way street with no median)	2	0	A	B	C	E	A	B	C	E	B	B	C	E	B	C	C	E
3 Lanes w/Raised Median	1 or 2	0 or 1	A	B	D	E	A	C	D	E	B	D	D	E	C	D	D	E
3 Lanes w/Striped Median	3	0 or 1	C	C	D	E	C	C	D	E	C	C	D	E	C	D	D	E
4 Lanes (two way street with no median)	4	2	A	D	D	E	B	D	D	E	B	D	D	E	D	D	D	E
5 Lanes w/Raised Median	2 or 3	2	A	B	D	E	B	C	D	E	B	C	D	E	C	C	D	E
5 Lanes w/Striped Median	5	2	D	D	D	E	D	D	D	E	D	D	D	E	D	D	D	E
6 Lanes (two way street with or without median)	3 to 6	4	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F

Notes:

- Painted medians can never be considered a refuge for a crossing pedestrian. Similarly, a 4 foot wide raised median next to a left turn lane can only be considered a refuge for pedestrians if the left turning volume is less than 20 vehicles per hour (meaning that in most cases the left turn lane is not occupied while the pedestrian is crossing).
- A multiple threat lane is defined as a through lane where it is possible for a pedestrian to step out from in front of a stopped vehicle in the adjacent travel lane (either through or turn lane).

**Treatment Descriptions:**

**A** *Install marked crosswalk with enhanced road-side signs*  
*Specific Guidance:* Install marked crosswalk with "State Law - Yield to Pedestrian" signs mounted on the side of the roadway with standard (W11-2) advance pedestrian warning signs; use S1-1 signs for School Crossing locations.

**B** *Install marked crosswalk with enhanced road-side and in-roadway (bollard mounted) signs*  
*Specific Guidance:* Install marked crosswalk with "State Law - Yield to Pedestrian" signs mounted on the side of the roadway and on in-roadway bollards; use standard (W11-2) advance pedestrian warning signs; use S1-1 signs for School Crossing locations.

**C** *Install marked crosswalk with enhanced signs and geometric improvements to increase pedestrian visibility and reduce exposure*  
*Specific Guidance:* For 2 or 3-lane roadways, install marked crosswalk with "State Law - Yield to Pedestrian" signs mounted on the side of the roadway and on in-roadway bollards or median mounted signs; use standard (W11-2) advance pedestrian warning signs; use S1-1 signs for School Crossing locations. Add neckdowns or median refuge islands to shorten the pedestrian crossing distance and increase pedestrian visibility to motorists.

**D** *Install marked crosswalk with enhanced signs, pedestrian activated RRFBs, and geometric improvements to increase pedestrian visibility and reduce exposure*  
*Specific Guidance:* Install raised median refuge island (unless it is a one-way street or one already exists) to shorten the pedestrian crossing distance and increase pedestrian visibility to motorists. [If a median refuge can not be constructed on a two-way street, Go To Scenario F]. Install marked crosswalk with "State Law - Yield to Pedestrian" signs WITH pedestrian activated RRFBs mounted on the side of the roadway and on median mounted signs; use standard (W11-2) advance pedestrian warning signs; use S1-1 signs for School Crossing locations. Consider adding neckdowns at the crossing if on-street parking exists on the roadway and storm drain considerations will allow. [Note: If pedestrian volume falls above the RRFB limit line on Figure 2, consider Hawk beacon, pedestrian traffic signal, or grade-separated crossing.]

**E** *Do not install marked crosswalk at uncontrolled crossing. Determine if the speed limit can be effectively reduced to 40 mph AND a raised refuge median can be installed. If so, utilize Scenario D criteria above. If this is not possible, or if pedestrian volume falls above the RRFB limit line on Figure 2, consider HAWK beacon, pedestrian traffic signal, or grade-separated crossing.*  
*Specific Guidance:* Consider HAWK beacon, pedestrian traffic signal or grade-separated crossing; application of these treatments will consider corridor signal progression, existing grades, physical constraints, and other engineering factors

**F** *Do not install marked crosswalk at uncontrolled crossing with 3 or more THROUGH lanes per direction or where the speed limit is ≥ 45 mph and/or there is not a median refuge on a 5-lane crossing. Consider HAWK beacon, pedestrian traffic signal, or grade-separated crossing.*  
*Specific Guidance:* Consider HAWK beacon, pedestrian traffic signal or grade-separated crossing; application of these treatments will consider corridor signal progression, existing grades, physical constraints, and other engineering factors

## Public Works Committee

6. 1.

**Meeting Date:** 11/16/2021

**By:** Bruce Westby, Engineering/Public Works

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### **Title:**

Receive Staff Updates on Improvement Projects, Studies and Items of Interest

### **Purpose/Background:**

The purpose of this case is to update the Public Works Committee on current and proposed City, County and MnDOT improvement projects and studies, and on other items of interest to the Committee.

### **City Improvement Projects**

- **Wetland 114P Outlet Control Improvements (#19-07)**
  - Work requested by Minnesota DNR
  - Construction proposed for 2022
- **2022 PMP project updates – *Plans are being prepared for all projects.***
- **Riverdale Drive Reconstruction – Feldspar St. to Sunfish Lake Blvd. (#21-00)**
  - Construction complete
  - Final payment 2022
- **Tiger Street Reconstruction (#21-02)**
  - Construction complete
  - Final payment 2022
- **Business Park 95 Street Reconstructions (#21-03)**
  - Construction complete
  - Final payment 2022
- **2021 Neighborhood Pavement Overlay Improvements (#21-04)**
  - Construction complete
  - Final payment 2021/22
- **2021 MSA Pavement Overlay Improvements (#21-05)**
  - Construction complete
  - Final payment 2021/22
- **2021 WTP Trunk Watermain Improvements (#21-08)**
  - Bids to be opened January 4, 2022
- **2021 Water Treatment Plant (#21-09)**
  - Design 2021/22
  - Construction proposed 2022/23
- **2021 Additional Pavement Overlay Improvements (#21-12)**
  - Construction complete
  - Final payment 2021/22

### **Anoka County Improvement Projects**

- **Roundabout at Armstrong Boulevard/CSAH 83 and Alpine Drive**
  - Anoka County received \$1.35M in HSIP funds (est. project cost = \$1.5M)
  - Anoka County and City of Ramsey share is \$150,000 each (per \$1.5M est.)
  - Construction proposed for 2023, pending City & County approvals
  - Anoka County is preparing preliminary plans
- **CSAH 116 Interim Improvements**
  - Construction in progress

- **CSAH 116 & TH 47 Intersection Improvements**
  - Construction complete

### MnDOT Improvement Projects

- **US 10 / 169 & Ferry Street / TH 47 Interchange**
  - Construction proposed 2022 – 2023
- **Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Rail Crossing**
  - Preliminary design on hold
  - MnDOT exploring realignment of Highway 47 to remove S-curve
  - \$45M in bonds authorized October 2020
  - Tentatively proposed for construction in 2024 or later
- **Rum River Bridge Replacement**
  - Construction proposed 2022 – 2023
  - Proposing three lanes between Highway 47 and 7<sup>th</sup> Street

### Studies & Items of Interest

- **5805 148<sup>th</sup> Lane NW**
  - On-going
- **FYA Improvements at Sunwood Drive and Ramsey Boulevard**
  - SEH completing Feasibility Analysis
- **TH 47 Safety Study**
  - Update to be provided by City Engineer Westby
- **Elk River Highway 10 Study**
  - Update to be provided by City Engineer Westby
- **Anoka Solution Highway 10 Improvements**
  - Construction proposed 2022 – 2023
- **Ramsey Gateway Highway 10 Improvements**
  - Preliminary design in progress
  - Fully funded (per preliminary cost estimates)

### **Timeframe:**

Staff estimates up to 15 minutes will be needed for updates and discussion.

### **Observations/Alternatives:**

NA

### **Funding Source:**

NA

### **Recommendation:**

NA

### **Action:**

No formal action required. For Committee review and discussion purposes only.

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### **Attachments**

*No file(s) attached.*

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### **Form Review**

**Inbox**

**Reviewed By**

**Date**

Grant Riemer  
Kurt Ulrich  
Form Started By: Bruce Westby  
Final Approval Date: 11/10/2021

Grant Riemer  
Kurt Ulrich

11/10/2021 03:35 PM  
11/10/2021 04:21 PM  
Started On: 11/10/2021 02:22 PM

**Public Works Committee**

6. 2.

**Meeting Date:** 11/16/2021

**By:** Bruce Westby, Engineering/Public Works

**Title:**

Review Future Topics Calendar

**Purpose/Background:**

Attached is a calendar of future topics for review and discussion by the Public Works Committee. The calendar includes topics drawn from Committee requests received during meetings and/or unresolved topics previously discussed by the Committee. Calendar dates are subject to change based on the availability of information and required attendees, staff workload, and competing interests and objectives.

**Timeframe:**

Staff estimates less than 5 minutes will be necessary to review the future topics calendar and address questions.

**Observations/Alternatives:**

NA

**Funding Source:**

NA

**Recommendation:**

Staff recommends reviewing the attached calendar and to either approve the calendar by consensus or to direct Staff to revise the calendar as follows; \_\_\_\_\_.

**Action:**

No formal action required. For Committee review and discussion purposes only.

**Attachments**

PWC Calendar Nov2021

**Form Review**

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/10/2021 03:35 PM
Kurt Ulrich	Kurt Ulrich	11/10/2021 04:21 PM
Form Started By: Bruce Westby		Started On: 11/10/2021 02:23 PM
Final Approval Date: 11/10/2021		

## **Public Works Committee Future Topics Calendar \***

<b>Date</b>	<b>Topics for Discussion – Committee Action</b>
January 2022	Sunfish Lake Sedimentation Basin Improvements <i>(Westby)</i>
January 2022	Available Funding Assistance for Wet Basement Repairs <i>(Westby)</i>
Future/TBD	Sunwood Drive Roundabout Landscaping <i>(Riemer)</i>
<b>Date</b>	<b>Topics for Discussion – Regulatory</b>
Future/TBD	Sunfish Lake Boulevard Speed Study Results <i>(Westby)</i>
Future/TBD	Bunker Lake Boulevard Speed Study Results <i>(Westby)</i>
Future/TBD	County Ditch Maintenance / Buffer Law <i>(Westby)</i>
<b>Date</b>	<b>Topics for Discussion – Policy</b>
Future/TBD	Landscaped Median Maintenance Policy <i>(Riemer)</i>
February 2021	Draft Trail Maintenance Policy <i>(Westby)</i>
February 2021	Draft Stormwater Pond Maintenance Policy <i>(Westby)</i>
<b>Date</b>	<b>Topics for Discussion – Planning and Budget</b>
November 2021	Municipal State Aid System (MSAS) Revisions <i>(Westby)</i>
February 2022	Review 1996 and 2007 (unadopted) TH 47 Corridor Studies <i>(Westby)</i>
Future/TBD	Asset Management Program <i>(Westby)</i>
Future TBD	Replace City monument sign TH47/BLB (10/19/21 PWC direction)
Future/TBD	Targeted Trail Gap Connection Planning (10/19/21 PWC direction)
<b>Date</b>	<b>Topics for Discussion – Staff Updates</b>
Ongoing	Water Conservation Opportunities / Incentives <i>(Westby)</i>
November 2021	Elk River Highway 10 Corridor Study <i>(Westby)</i>
November 2021	Summarize TH 47 Safety Study <i>(Westby)</i>

\* Dates subject to change based on availability of information, required attendees, staff workload, and competing interests and objectives.