

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

The Public Works Committee conducted a regular meeting on Tuesday, November 16, 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: Public Works Superintendent Grant Riemer
 City Engineer Bruce Westby
 Civil Engineer IV Leonard Linton
 Parks & Assistant Public Works Superintendent Mark Riverblood

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 October 19, 2021, Meeting Minutes

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

Regular Meeting Minutes dated October 19, 2021

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

5. COMMITTEE BUSINESS

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

Civil Engineer IV Linton reviewed the staff report and staff recommendation to adopt 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.

Chairperson Riley asked if the plan would need to be updated when the Water Treatment Facility is brought online.

Civil Engineer IV Linton replied that staff would review the plan at that time to determine if changes would be necessary.

Councilmember Musgrove stated that some of the information looks to be instructional from a model outline of a report and provided examples. She asked if that information would be updated.

Civil Engineer IV Linton commented that the City has multiple emergency response plans that go into more details and therefore he did not want to be redundant, including verbatim information.

Councilmember Musgrove stated that she did notice some references to those documents in other locations within the plan. She noted that for news sources, QCTV is listed, and asked if there is another TV station that should be listed as well.

Civil Engineer IV Linton replied that there is a full contact list at the back of the report that includes additional stations.

Councilmember Musgrove asked for details on the decision-making process for the radio stations listed for announcements to the public.

City Engineer Westby replied that they appear to be the most commonly listened to stations in the metro.

Councilmember Musgrove suggested the addition of 1130 AM.

Chairperson Riley commented that perhaps Ramsey Pharmacy should be removed.

Councilmember Musgrove commended staff for their work.

Councilmember Woestehoff suggested listing IT in the contacts as cyber security is a portion of the document.

Chairperson Riley commented that staff was asked to complete this work rather than using a consultant and asked for feedback on the amount of work that was needed and whether that was a better choice.

City Engineer Westby replied that this is the first time the City staff has been asked to produce these documents. He stated that staff did not spend a lot of time going through items that did not appear to be currently applicable or important, recognizing that this is a five-year plan that will need to be amended over time. He noted that staff did not have a lot of time to spend on this with their heavy workload. He commented that this work took some time away from other things that needed to be done. He recognized that this has generally been a trying year with the challenges of COVID and staffing changes.

Civil Engineer IV Linton replied that he tends to be very critical of consultant work, double checking the work. He stated that when he completes the work, he is more comfortable with the product. He believed that there would have been additional meetings required with a consultant and noted that he instead spent that time working on the document. He stated that it was a good challenge.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend that the City Council adopt Resolution #21-330 Accepting the Emergency Response Plan for the Water Supply with the changes as discussed and Authorizing Submittal of the Plan to the Environmental Protection Agency.

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

5.02: Consider Revisions to Municipal State Aid Roadway System

Civil Engineer IV Linton reviewed the staff report and recommendation of staff to recommend that the City Council approve Resolution #21-325 Amending Municipal State Aid System Designations and Collector Road System.

Chairperson Riley asked why the City would have non-existing designated.

Civil Engineer IV Linton replied that was permitted in the past as a way to get more money. He explained that it was encouraged to be as close to the allowed 20 percent allocation as possible in order to receive the full amount of eligible funds.

Parks & Assistant Public Works Superintendent Riverblood commented that the City planned and mapped out where future roads made sense, using Alpine as an example.

Civil Engineer IV Linton replied that it was a planning tool that allowed the City to maximize the funds it could receive. He explained that the City did not have to spend the allocated funds each year and could save the funds for future road expansions.

Chairperson Riley stated that it would sound like the City then reviews its plan to continue to determine future needs.

Civil Engineer IV Linton stated that designations were made in western Ramsey attempting to anticipate where needs would be. He stated that staff is attempting to rebalance and review collector road needs.

Councilmember Woestehoff asked how often this process is completed.

Civil Engineer IV Linton replied that the City has to certify its routes annually. He noted that the segments along Highway 10 have been on his mind for a few years and this would be a natural time to do that.

Councilmember Woestehoff asked if it would be smart to ensure the 4.42 miles are claimed now in anticipation of future needs in order to maximize funding, with the knowledge that the routes will be reviewed again in two to three years. He stated that he would prefer to have more route possibilities to maximize the return because of the needs that are anticipated. He asked if Green Valley Road would be a good option.

City Engineer Westby replied that is a County road.

Councilmember Musgrove commented that the map does not appear to include all of Ramsey.

Civil Engineer IV Linton replied that was done on purpose with the intent to focus on this area.

Councilmember Musgrove commented that she is glad to see adjustments made, removing the roads no longer needed. She referenced the potential new designations and asked if any of those would also be eligible for TIF funds.

City Engineer Westby replied that TIF funds cannot be used for reconstruction or overlay of roads and could only be used for construction of new roads. He stated that if a road qualified, both TIF and MSA funds could be used, but generally staff would not combine those funding sources.

Councilmember Musgrove asked for details on the designation that goes from Sunwood to Variolite, shown in purple.

Civil Engineer IV Linton replied that is Center Street, which currently goes from Sunwood to Bunker Lake Boulevard and then to 147th. He stated that north of that is a section that has not yet been built, another segment that goes through a neighborhood, and a segment that goes through the tree farm property. He noted that would only go forward if the tree farm were to redevelop. He noted that MSA routes have to begin and end on another MSA route, including City, County or State routes. He explained that an MSA route cannot dead-end.

Councilmember Musgrove commented that she has received comments from residents in Ward 4 that have concerns with accessing Bunker Lake Boulevard near Magnesium Street.

Civil Engineer IV Linton commented that it would not make sense to designate Magnesium Street and Bunker Lake Boulevard is a County roadway that already has planned improvements.

Chairperson Riley appreciated the discussion and input on which roads should be removed and added.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend the City Council approve Resolution #21-325 Amending Municipal State Aid System Designations and Collector Road System.

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

Chairperson Riley asked if this would be revisited with the frontage roads for Highway 10, as those should be MSA routes.

Civil Engineer IV Linton confirmed that would be part of the process and this would be revisited in about two years when the final design is solidified for Highway 10.

5.03: Refurbish the 25-Year-Old Lake Itasca Boardwalk

Parks & Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation from staff to proceed with the refurbishment of the 25-year-old Lake Itasca Boardwalk with the work to be performed by Minnesota Boardwalk Inc. in the amount of \$138,000.

Chairperson Riley stated that he likes the idea of building over the existing boardwalk. He asked if that process would be both smart and save money.

Parks & Assistant Public Works Superintendent Riverblood replied that he would like to think so. He stated that he did not cost out the disposal cost, but the boardwalk is treated wood and therefore there would be a cost for removal of the material as well as transportation and disposal costs. He believed that it would be a smart process to utilize the material that is already there to secure the new decking. He stated that if the material were removed, they would need new securing mechanisms that he believed would double the cost.

Councilmember Musgrove commented that there is a 25-year-old boardwalk that is misshapen and asked if it is typical to build over that versus disposal.

Parks & Assistant Public Works Superintendent Riverblood replied that he is unsure what other jurisdictions do. He stated that previously there was a section of boardwalk that sunk from beaver activity, and they followed this process for that repair. He believed there would be more structural integrity to this method. He stated that wetlands shift and therefore releveling is sometimes needed for new boardwalks. He stated that this has already shifted and therefore they can stabilize in the misshapen areas, and it will be stable.

Councilmember Musgrove asked if treated wood is safe for water.

Parks & Assistant Public Works Superintendent Riverblood stated that in the past there was some concern, but the new treatments are safe for water. He provided details on the fund that has been designated for maintenance purposes. He stated that the available balance in that fund was \$1,300,000 when he recently verified. He noted that fund is one of those allocated for fund balance transfers if there are excess general fund dollars at the end of the year.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to recommend to City Council the refurbishment of the Lake Itasca Boardwalk in a not to exceed amount of \$138,000.

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

Parks & Assistant Public Works Superintendent Riverblood asked if this should be a regular case for the City Council or whether it should follow the typical capital maintenance process to be on the consent agenda.

Chairperson Riley replied that he believed the item could go on the consent agenda.

Councilmember Musgrove commented that she would prefer the item be on the regular agenda so that the community is aware that the City is working on the project in response to input from the community.

Councilmember Woestehoff stated that he would also place the item on consent but recognized that the item would most likely be pulled.

Chairperson Riley commented that it should then be a short case showing the before and after images.

Parks & Assistant Public Works Superintendent Riverblood provided additional details on timing for the project and which agenda the item may be placed on.

5.04: Properly Evaluating Existing and Proposed Crosswalk Improvements

Public Works Superintendent Riemer reviewed the staff report and discussed the review criteria for crosswalk locations and what level of treatment should be recommended.

Parks & Assistant Public Works Superintendent Riverblood commented that the Dysprosium project was a success.

Councilmember Musgrove commented that she received concerns from a resident on Dysprosium and was happy to see the traffic is moving relatively safely at the posted speed. She asked if the trees block the yellow signs during certain times of year.

Public Works Superintendent Riemer commented that the park department has an aggressive policy on boulevard tree trimming.

Parks & Assistant Public Works Superintendent Riverblood stated that parks is currently completing that action and will review that segment the following day.

Councilmember Musgrove stated that part of her inquiry on the 13 crosswalks on Alpine is that the striping is fading in some locations. She asked and received confirmation that some of the crossings have been abandoned.

Public Works Superintendent Riemer noted that the abandoned crossings have had the signs removed. He noted that some of those crossings were relocated to better locations.

Councilmember Musgrove stated that if a driver does not see the sign, there is striping that needs to be refreshed in order to make drivers aware of the crossing location. She noted that some of those roads will become busier when the Highway 10 project begins.

Public Works Superintendent Riemer replied that they review those crossing locations every two to three years, regardless of construction activity.

Chairperson Riley stated that if the City believed additional crosswalks would be helpful, he would assume those would have been discussed.

Public Works Superintendent Riemer provided additional details on crossing locations. He noted again that only seven out of 100 vehicles will stop for a crosswalk, even if it is marked.

Councilmember Musgrove commented that she is not requesting additional crossings, simply maintenance of the ones that already exist.

6. COMMITTEE / STAFF INPUT

6.01: 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 to the Committee. He also provided details on the timing for certain future projects and studies.

6.02: Review Future Topics Calendar

City Engineer Westby 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 6:59 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.