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

The Ramsey City Council conducted a regular meeting on Tuesday, March 14, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Mayor Chris Riley  
                            Councilmember Chelsee Howell  
                            Councilmember Debra Musgrove  
                            Councilmember Michael Olson  
                            Councilmember Dan Specht  
                            Councilmember Matt Woestehoff

Members Absent:     Mayor Mark Kuzma

Also Present:         City Administrator Brian Hagen  
                            City Engineer/Public Works Director Bruce Westby  
                            City Attorney Fritz Knaak  
                            Community Development Director Stephanie Hanson

**1.     CALL TO ORDER**

Acting Mayor Riley called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Acting Mayor Riley.

**2.     PRESENTATION**

None.

**3.     CITIZEN INPUT**

None.

**4.     APPROVE AGENDA**

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

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

## **5. CONSENT AGENDA**

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

- 5.01: Receive January 2023 Financial Reports - General Fund, Enterprise Funds and Economic Development Authority (EDA) Fund
- 5.02: Receive Cash and Investments for Period Ending February 28, 2023
- 5.03: Note the Following Boards, Commissions, and Committee Meeting Minutes:
  - 1) Economic Development Authority Dated January 12, 2023
  - 2) Parks and Recreation Commission Dated January 12, 2023
  - 3) Planning Commission Meeting Minutes Dated January 26, 2023
  - 4) Public Works Committee Dated January 17, 2023
- 5.04: Approve the Following Meeting Minutes:
  - 1) City Council Work Session dated 2/28/2023
  - 2) City Council Regular Session dated 2/28/2023
- 5.05: Approve Business Licenses
- 5.06: Approve Rental Licenses
- 5.07: Authorization to Hire an Engineering Technician II
- 5.08: Adopt Resolution #23-053 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 23, 2023 through March 8, 2023.
- 5.09: Adopt Resolution #23-050 Approving a Development Agreement and Stormwater Maintenance Agreement at 6710 Highway 10 NW (Project No. 22-106) ; Case of Blue Line Collision
- 5.10: Adopt Resolution #23-051 Approving Plans and Specifications and Authorizing Advertisement for Bids for 161st Avenue Reconstruction, Improvement Project #23-01
- 5.11: Adopt Resolution #23-052 Accepting Municipal Utility Testing Proposals for HY-10 Ramsey Street Reconstruction, Improvement Project #23-12
- 5.12: Adopt Resolution #23-055 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) Fund.
- 5.13: Adopt Resolution #23-056 Approving First Amendment to Purchase Agreement for Part of Outlot C, Affinity at COR; Case of COR Trust Bank (Portions may be closed to the public)
- 5.14: Adopt Resolution #23-057 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

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

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Resolution #23-042 Approving the Preliminary Plat for Parkside Townhomes (Project No. 22-143); Case of COR at Ramsey LLC**

Community Development Director Hanson reviewed the Staff report and application for the Parkside Townhomes. She shared the Staff and Planning Commission's recommendations for design and architecture. She stated that there was a public hearing held by the Planning Commission. She shared the Planning Commission's recommendation of approval is contingent upon enhancing the exterior finishes of the front and sides of the buildings that face the public street. She stated that the applicant is present.

Acting Mayor Riley asked the applicant to come forward.

Jason Palmby, the applicant, came forward and shared more about the project. He introduced John Rask with M/I Homes.

John Rask, the builder with M/I Homes, came forward and discussed the goals of the project and design focus based on the COR. He shared that they have worked with the Planning Commission and have responded well to their comments and suggestions. He shared the planned size and price for these units.

Acting Mayor Riley asked Mr. Rask to address the Planning Commission's request to not only put the stone on the front of the units but also the sides.

Mr. Rask shared that they are happy to put the stones on the side of the units and they are working on updating their site drawings.

Councilmember Musgrove stated that she listened to the Planning Commission meeting where this was discussed. She asked if the stone on the side will be mixed in with siding or just brick. She asked Staff what City Code says about how much brick should be there.

Mr. Rask explained that they are looking at having stone at the base on the front and sides and there will be a variety of materials on the buildings to introduce different colors to the design to give some articulation. He added that there will be approximately four or five different color pallets for the townhomes for visual appeal.

Community Development Director Hanson stated that the Zoning Code does not specify the percentage of materials needed on buildings, it just states there needs to be a mixture of materials.

Councilmember Musgrove asked if the wraparound of stone on the front and sides is consistent with the Code.

Community Development Director Hanson shared her opinion that it would be sufficient.

Acting Mayor Riley asked if the builder's suggestion falls in line with Staff's recommendation.

Community Development Director Hanson said yes.

Councilmember Woestehoff asked about the landscape plan concerning over planting and protection of the boardwalk trees.

Community Development Director Hanson stated that Senior Planner Chris Anderson will take a look at this and determine what needs to be done with the trees when the building permits come in.

Councilmember Woestehoff asked if the resolution already takes this into account.

Community Development Director Hanson said yes.

Councilmember Specht stated that this fits with the big picture of the City and the COR area. He shared his support.

Councilmember Musgrove asked if trash cans will be required to be in the back of the homes.

Mr. Rask stated that in the HOA documents they will require that the trash cans will be in the garage since the garages will face the alleyway behind the units.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to Adopt Resolution #23-042 approving the preliminary plat for Parkside Townhomes

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

**7.02: Adopt Resolution #23-054 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #23-12, HY-10 Ramsey Improvements**

City Engineer/Public Works Director Westby reviewed the Staff report and recommendation from Public Works Committee and City Council for design alternative #2 with 2023 construction. He stated that Bolton & Menk finalized design alternative #2. He noted that there were additional costs incurred from what was previously discussed with the EDA and Council. He added that the plans are consistent with design alternative #2 which includes the extension of Ferret Street up to Bunker Lake Boulevard as a secondary connection point and stated that the property owner has withdrawn their support for extending the road through their property. He stated that the plan is to bid the project with the full extension. He stated that if the plans move forward the City will need to acquire property from the property owners. He discussed the costs and preliminary project schedule.

Councilmember Musgrove asked if it is usual for a project to go out for bids when the property owner is not in agreement.

City Engineer/Public Works Director Westby explained that the property owner pulled their support for the project very late which left the only option to bid the plans as they were and not incur any additional expense and continue the discussion with the property owner and hope that they will comply. He stated that if the property owner does not agree then they can amend the plans and issue an addendum when it is out for bids.

Councilmember Specht shared his appreciation for all the hard work on this project.

Motion by Councilmember Specht, seconded by Councilmember Olson, to adopt Resolution #23-054, approving plans and specifications and authorizing advertisements for bids for Improvement Project #23-12, HY-10 Ramsey Improvements

Further discussion:

Acting Mayor Riley asked if they should also ask for an alternate bid concerning creating just a cul-de-sac if the property owner does not support the project.

City Engineer/Public Works Director Westby stated that they could modify the plans and add an alternate bid if the Council so chooses. He said that they will bring back bids for both if the property owner does not support the project.

Councilmember Woestehoff agreed with the idea but shared his concern that this may spend extra money on something that is not needed.

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

### **7.03: Adopt Ordinance #23-04 Amending the City Charter Prohibiting Membership on City Boards and Commissions of Non-City of Ramsey Residents**

City Administrator Hagen reviewed the Staff report concerning amending City Charter prohibiting Membership on Boards and Commissions of non-Ramsey residents. He added that if passed unanimously, this will go into effect without need to go to voters for referendum, and if not passed, Ordinance #22-26 would continue to proceed forward and would then go forward to the voters.

Councilmember Musgrove asked about being unanimous when there are only six members in attendance rather than a full Council.

City Attorney Knaak explained that the way the statute is written, it requires an affirmative vote of all members of the City Council.

Acting Mayor Riley asked if this is consistent with the City Charter.

City Attorney Knaak said yes and that this is the statutory procedure.

Councilmember Specht suggested tabling this to the next meeting where all of Council is in attendance.

Acting Mayor Riley asked if this were postponed if it would cause any issues.

City Attorney Knaak stated that the vote has to occur within one month of the public hearing.

City Administrator Hagen added that the public hearing was held on February 28 and the next City Council meeting will be held on March 28.

Acting Mayor Riley stated that he sent a message to Mayor Kuzma to see if he was available to vote on this item.

Motion by Councilmember Woestehoff, seconded by Councilmember Specht, to table this item to the end of the meeting.

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

**7.04: Adopt Ordinance #23-03 Amendment to Chapter 2 Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189**

City Administrator Hagen reviewed the Staff report and reviewed the updates made based on Council's direction given during the last discussion.

Councilmember Specht shared his appreciation for all of the work on this.

Motion by Councilmember Specht, seconded by Councilmember Woestehoff, to waive the City Charter requirement that the ordinance be read aloud and adopt Ordinance #23-03 amendment to Chapter 2, Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189

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

**7.03: Adopt Ordinance #23-04 Amending the City Charter Prohibiting Membership on City Boards and Commissions of Non-City of Ramsey Residents - continued**

Acting Mayor Riley stated that Mayor Kuzma can be available by phone but not by video.

City Administrator Hagen stated that video is required for remote attendance.

Councilmember Woestehoff read the City Charter concerning this and shared that it states 'affirmative vote of all members of the City Council and approved by the Mayor.' He asked if these need to be done concurrently.

City Attorney Knaak explained that since the Mayor votes with the Council at meetings he is considered a member of the Council.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to table this discussion to the City Council meeting on March 28, 2023.

Further discussion:

Councilmember Howell asked if it is possible for Mayor Kuzma to vote by phone.

City Attorney Knaak stated that participating telephonically is allowed; however, he needed to look into this to verify that he could still vote even though he has not been in attendance at the rest of the meeting.

## **RECESS AND RECONVENE**

The meeting recessed at 7:42 p.m.

The meeting reconvened at 7:46 p.m.

Acting Mayor Riley stated that City Attorney Knaak reviewed the laws and asked Councilmember Specht to withdraw his motion.

Councilmember Specht withdrew his motion.

City Attorney Knaak stated that based on his research that telephonic communication of one of the Councilmembers is not allowed.

Motion by Councilmember Specht, seconded by Councilmember Olson, to table this discussion to the Special City Council meeting on March 21, 2023.

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

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

City Administrator Hagen announced upcoming meetings and events. He noted the weekend closure of Highway 10 in Anoka this upcoming weekend. He stated that road restrictions were posted last Friday.

Councilmember Musgrove thanked the Fire Department and those who participated in the Polar Plunge.

## **9. ADJOURNMENT**

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

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

The regular meeting of the City Council adjourned at 7:50 p.m.

Respectfully submitted,

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Brian S. Hagen  
City Administrator

ATTEST:

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Katie M. Schmidt  
City Clerk

Drafted by Ava Rokosz  
*TimeSaver Off Site Secretarial, Inc.*

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