

TABLE OF CONTENTS

1. CALL TO ORDER 2

2. PRESENTATION..... 2

3. CITIZEN INPUT 2

4. APPROVE AGENDA 2

5. CONSENT AGENDA 3

6. PUBLIC HEARING 3

7. COUNCIL BUSINESS..... 4

 7.01: Adopt Resolution #23-169 Accepting Bids and Awarding Contract for 2023 MSA
 Pavement Overlay Improvements, Improvement Project #23-06..... 4

 7.02: Adopt Resolution #23-170 Accepting Bids and Awarding Contract for Whispering
 Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10 4

 7.03: Authorization to Hire a Recreation Coordinator - Please Note: this case was pulled
 from the Consent Agenda, item 5.6, and moved to the Regular Agenda as case 7.3. 4

8. MAYOR, COUNCIL AND STAFF INPUT 7

9. ADJOURNMENT 7

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

The Ramsey City Council conducted a regular meeting on Tuesday, July 25, 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
 Parks and Assistant Public Works Director Mark Riverblood
 Administrative Services Director Colleen Lasher
 Assistant City Engineer Joe Feriancek

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 Olson, to approve the agenda as presented.

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

5. CONSENT AGENDA

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

- 5.01: Receive May 2023 Financial Reports - General Fund, EDA and Enterprise Funds
- 5.02: Receive Cash and Investments for Period Ending June 30, 2023
- 5.03: Approve the following Meeting Minutes:
 - 1) City Council Work Session dated July 11, 2023
 - 2) City Council Regular dated July 11, 2023
- 5.04: Approve Business Licenses
- 5.05: Approve Rental Licenses
- 5.06: ~~Authorization to Hire a Recreation Coordinator~~ - Please Note: this case was pulled from the Consent Agenda and moved to the Regular Agenda as case 7.3.
- 5.07: Adopt Resolution #23-171 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2023 through July 19, 2023.
- 5.08: Adopt Resolution #23-160 Approving the Development Agreement for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5
- 5.09: Adopt Resolution #23-161 Approving Multiple Agreements related to the new PACT Charter School Campus located at 7729 161st Avenue NW (Project No. 22-107); Case of PACT Charter School
- 5.10: Adopt Resolution #23-162 Authorizing Partial Payment to Diversified Paving, Inc. for IP#23-14 Critical Mill AND Overlay Improvements
- 5.11: Adopt Resolution #23-163, Authorizing Partial Payment #2 to Northern Lines Contracting, Inc. for Improvement Project #23-01, 161st Avenue Reconstruction.
- 5.12: Adopt Resolution #23-164 Authorizing Partial Payment to North Valley, Inc. for IP#23-07 2023 Neighborhood Pavement Overlays Improvements.
- 5.13: Adopt Resolution #23-165 Authorizing Partial Payment to Reshetar Systems, Inc. of Anoka, Minnesota for Improvement Project #23-17, The COR Tree Clearing Improvement Project.
- 5.14: Adopt Resolution #23-166 Approving Plans and Specifications and Authorizing Advertisement for Bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02
- 5.15: Adopt Resolution #23-167 Authorizing Solicitation of Quotes for 2023 Spray Patching Contracted Services
- 5.16: Adopt Resolution #23-168 Approving Professional Services Agreement to Revise Plans and Re-Bid Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #23-169 Accepting Bids and Awarding Contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06

Assistant City Engineer Feriancek reviewed the Staff report in regard to the MSA pavement overlay improvements.

Motion by Councilmember Woestehoff, seconded by Councilmember Specht, to adopt Resolution #23-169 accepting bids and awarding contract to North Valley, Inc. of Nowthen, MN in the amount of \$498,917.55 for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06.

Further discussion:

Councilmember Musgrove stated that the total project cost is different that what is stated in the motion.

Councilmember Woestehoff stated that the total project cost includes indirect costs.

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

7.02: Adopt Resolution #23-170 Accepting Bids and Awarding Contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10

Assistant City Engineer Feriancek reviewed the Staff report for the Whispering Pines Estate reconstruction.

Motion by Councilmember Woestehoff, seconded by Councilmember Specht, to adopt Resolution #23-170 accepting bids from Landall Services, LLC in the amount of \$533,248 and awarding contracts for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10.

Further discussion:

Councilmember Woestehoff noted that between items 7.01 and 7.02 they are \$150,000 under engineering estimates. He thanked Assistant City Engineer Feriancek for pointing out that the reclamation project will save the City more money.

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

7.03: Authorization to Hire a Recreation Coordinator - Please Note: this case was pulled from the Consent Agenda, item 5.6, and moved to the Regular Agenda as case 7.3.

Administrative Services Director Lasher reviewed the Staff report in regard to considering the hiring of a Recreational Coordinator. She noted that they interviewed 12 applicants for the position, including former City of Ramsey employee Abigail Proulx, who was also the top candidate.

Parks and Assistant Public Works Director Riverblood reviewed the responsibility for this role. He discussed the value of hiring a former employee who is familiar with the City and its programming. He noted that if they delay this decision Ms. Proulx may accept other offers.

Councilmember Musgrove, as the Parks and Recreation liaison from the Council, she shared that she has seen Ms. Proulx's work during her time. She asked about her qualifications and asked about her job duties working with the city of Duluth that would make her the top candidate for the role.

Parks and Assistant Public Works Director Riverblood explained that it is not just due to her experiences in Duluth. He noted that she has 10 years experience as well as a masters degree. He added that success follows her everywhere she goes.

Councilmember Musgrove asked about some of her successes in Duluth.

Parks and Assistant Public Works Director Riverblood stated that he did not bring her resume and cover letter, which were both rather impressive. He shared that she has had lots of supervisory experience in her position in Duluth, which is what the City is looking for.

Administrative Services Director Lasher stated that she did have Ms. Proulx's application materials. She provided a summary of her education, experience, and accomplishments.

Acting Mayor Riley shared that this role was discussed at an earlier work session due to the constant turnaround in the role due to schedule and pay. He noted that this is an effort of making this role more of a career position to attract an applicant who will stay.

Councilmember Howell asked if the idea of bringing on this position is to increase the programming that the City currently offers.

Parks and Assistant Public Works Director Riverblood said yes and shared that Ms. Proulx's passion is outdoor education which is part of the City's Strategic Plan.

Councilmember Specht asked about the increase in wages from the previous role.

Administrative Services Director Lasher stated that she does not have the numbers in front of her; however, she quoted in the work session that it would be around a 22% increase. She added that she reached out to Elk River and looked at their organizational structure and Ramsey only having one Recreation employee is lower than Elk River's staffing. She added that this position is supervisory and Ms. Proulx would be supervising the administrative assistant that oversees all of the Parks scheduling.

Councilmember Howell stated that Ms. Proulx seems like a very qualified candidate so she does not have any concerns in regard to the candidate. She shared her concerns with the City competing with the private sector in terms of programming. She noted that she does not have a problem with programs, she would just like to see them self funded. She added that bringing on the Recreation Coordinator would produce more government funded programs while she sees the City needing to focus more on the infrastructure.

Parks and Assistant Public Works Director Riverblood responded stating that he heard Council's concerns with some of the programming. He noted that they have added fees to the programs, such as yoga and line dancing.

Councilmember Howell thanked Parks and Assistant Public Works Director Riverblood for the information and bringing back yoga. She stated that the way she looks at it is that the City is competing with the private sector and the City would be using taxpayer dollars to fund programming. She noted that she takes issue with this considering the condition of the infrastructure as well as all of the other new employees that will be brought onto the tax role.

Acting Mayor Riley noted that one of the important things for him is Happy Days and that this employee would help lead this. He added that this position will also keep all of the parks running. He stated that there is a want and a need for programming. He said that this new position addresses the turnover of the position in the past.

Councilmember Specht stated that he does have concerns with maintaining the parks and before more is added on to it he wants to make sure that they are maintaining what the City currently has. He stated that he is not worried about having more programming. He shared that he would like more feedback on how events such as concerts in the park, Happy Days, tree lightings, and other events, would be impacted without this position.

Parks and Assistant Public Works Director Riverblood stated that they used a contracted event management company to fill the gap relative to Happy Days which came in around \$19,000. He said that if the Council does not fund the Recreation Coordinator position then Staff would need to look at reductions in programs across the board. He noted that Happy Days would require extra staffing to be plugged back in. He added that the position is funded for 2023. He stated that if the Council does not want to fund this then Happy Days and other programming may need to be cut back or eliminated.

Councilmember Woestehoff thanked Staff for finding an excellent candidate for the role.

Motion by Councilmember Woestehoff, seconded by Councilmember Olson, to authorize the hire of Ms. Abigail Proulx as the City's full-time Recreation Coordinator, contingent upon passing the pre-employment drug screen, effective on or near August 9, 2023, at \$30.899 per hour, which is step 2 of the 2023 wage scale, with a credit of 3 vacation days

Further discussion:

Acting Mayor Riley added that this was discussed in a work session and this was the consensus of direction that the Council gave to Staff. He shared the concern that if this motion does not pass that they will incur larger expenses keeping Happy Days and other programming alive.

Councilmember Wostehoff noted that if they do not move forward with this candidate today, then they may lose out on her. He agreed that it would cost the City more money but would be an embarrassment for the City to have this motion fail.

Councilmember Specht shared that this was discussed in a work session; however, it was before the Council heard about some of the park areas that have not been maintained. He noted that during the work session he supported the idea of the position so he will be supporting the motion. He stated that before anything that would cost extra money for recreation is prioritized, the parks need to be maintained.

Acting Mayor Riley agreed.

Councilmember Musgrove shared that this discussion was prior to the budget discussion, which contained more personnel requests. She noted that the other personnel requests are a priority over the Recreational Coordinator. She stated that she will not be supporting this tonight. She added that this position is replacing an open position; however, at a higher salary. She noted that this position is very complex.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events.

Councilmember Musgrove stated that Tuesday, August 1 is Night to Unite. She encouraged residents to get out into the community for the event.

Councilmember Specht added that Northgate Church will have a large event.

Councilmember Woestehoff stated that the Anoka County Fair starts today and runs through July 30.

9. ADJOURNMENT

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

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

The regular meeting of the City Council adjourned at 7:37 p.m.

Respectfully submitted,

Brian S. Hagen
City Administrator

ATTEST:

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>>. Recordings are available for 36 months after the date of the meeting.