

City of Ramsey
Agenda
City Council Work Session
Tuesday, January 10, 2023

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

Remote Attendance available at www.cityoframsey.com/meetings.
Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. **Call to Order**

2. **Topics for Discussion**
 1. Review Proposal to Order Two Single-Axle Plow Trucks in 2023 in Lieu of Replacing Motor Grader in 2026
 2. Discuss Council Organization
 3. 2023 Legislative Priorities

3. **Topics for Future Discussion**
 1. Review Future Topics/Calendar

4. **Mayor/Council/Staff Input**

5. **Adjournment***

***Note: the City Council may motion to recess this Work Session meeting and reconvene after the regular City Council meeting if items on the agenda are not completed.**

Meeting Date: 01/10/2023

Information

Title:

Review Proposal to Order Two Single-Axle Plow Trucks in 2023 in Lieu of Replacing Motor Grader in 2026

Purpose/Background:

Purpose:

Review staff's proposal to order two single-axle plow trucks in 2023 in lieu of replacing the 1999 John Deere Motor Grader in 2026.

Background:

Attached is a memo that staff presented to the City Council during their work session on September 13, 2022, seeking direction on ordering two single-axle snow plow trucks to help maintain a City-wide 8-hour snow removal schedule in lieu of ordering a replacement motor grader for the 1999 John Deere Grader (Unit #603). After a brief discussion, staff was directed to present this proposal again in January of 2023, after the 2023 budget is adopted and before 2024 budget discussions begin.

Staff therefore contracted the vendors the City of Ramsey utilizes to order snow plows to update estimated costs and delivery schedules. Below are the updated costs and delivery schedules based on the most current information available.

As before, staff is seeking City Council direction to order two single-axle snow plow trucks in 2023 to help maintain a City-wide 8-hour snow removal schedule. Both plows can generally be funded in lieu of ordering a replacement motor grader for the 1999 John Deere Grader (Unit #603), which is currently identified for replacement in 2026 per the 10-year CIP. One new plow is needed to clear snow from City streets recently constructed with new developments, as well as new City streets that were previously constructed and are proposed to be constructed along both sides of Highway 10. The other plow is needed to cover the plow route currently covered by the motor grader. Staff proposes to keep the 1999 John Deere motor grader for grading gravel streets and other tasks best suited for a motor grader.

2023 estimated costs for new motor grader

Cab / Chassis	= \$ 422,000 (2021 vendor quote + 17%)
Buildout / Equipment	= \$ 65,000 (staff estimate)
Total Estimated Cost	= \$ 487,000

2023 quotes for new single-axle snow plow

Cab / Chassis (Boyer Ford)	= \$ 120,273 (2023 vendor quote)
Body Buildout (TowMaster)	= \$ 151,886 (2023 vendor quote)
Total Estimated Cost	= \$ 272,159

Therefore, two new single-axle plow trucks would cost \$544,318 in 2023, which is \$57,318 more than one new motor grader.

The vendors the City uses to purchase equipment from the State contract still indicate that delivery would likely occur the first or second quarter of 2024, if orders are placed now. Payment would still be due to Boyer within 30 days of receiving the cab/chassis from the factory, and to TowMaster within 30 days of receiving the truck. As noted before, neither vendor offers pricing incentives for pre-paying before delivery.

Staff is seeking Council direction on whether one or two single-axle snow plow trucks should be ordered in 2023

to help maintain a City-wide 8-hour snow removal schedule moving forward, and whether the motor grader replacement currently identified in the CIP for 2026 should be omitted.

Timeframe:

Staff estimates up to 15 minutes will be needed to present this case and respond to questions.

Funding Source:

The approval of the purchase of these 2 plows will be committing an amount of \$544,318 against the 2024 Property Tax Levy. This would be the same funding source that was undertaken for the police squad cameras in the amount of \$215,816.

Responsible Party(ies):

The Interim Public Works Director will lead this discussion.

Outcome:

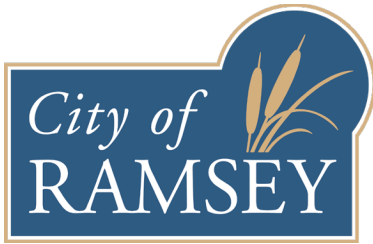
Staff is seeking Council direction on whether one or two single-axle snow plow trucks should be ordered in 2022 to help maintain a City-wide 8-hour snow removal schedule moving forward, and whether the motor grader replacement currently identified in the CIP for 2026 should be omitted.

Attachments

Staff memo 091322

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/05/2023 03:52 PM
Form Started By: Bruce Westby		Started On: 12/30/2022 03:25 PM
Final Approval Date: 01/05/2023		



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

www.cityoframsey.com

September 13, 2022

Re: Ordering two single-axle snow plow trucks in lieu of replacing motor grader

Public Works is seeking City Council direction to order two single-axle snow plow trucks in 2022 to help maintain a City-wide 8-hour snow removal schedule. Both plows can generally be funded in lieu of ordering a replacement motor grader for the 1999 John Deere Grader (Unit #603), which is currently identified for replacement in 2026 per the 10-year CIP. One new plow is needed to clear snow from City streets recently constructed with new developments, as well as new City streets that were previously and are proposed to be constructed along both sides of Highway 10. The other plow is needed to cover the plow route currently covered by the motor grader. Staff proposes to keep the 1999 John Deere motor grader for grading gravel streets and other tasks best suited for a motor grader.

Below are 2022 estimated costs for a new motor grader and a new single-axle snow plow.

- **Motor Grader**
Cab / Chassis = \$ 422,000 (2021 vendor quote + 17%)
Buildout / Equipment = \$ 50,000 (staff estimate)
Total Estimated Cost = **\$ 472,000**
- **Single-Axle Snow Plow**
Cab / Chassis (Boyer Ford) = \$ 114,500 (2022 vendor quote)
Body Buildout (TowMaster) = \$ 114,000 (2021 vendor quote + 17%)
Total Estimated Cost = **\$ 228,500**

The vendors the City uses to purchase equipment from the State contract have informed staff that delivery would not occur until March of 2024 or later if orders are placed now, and that payment would be due to Boyer within 30 days of receiving the cab/chassis from the factory, and to TowMaster within 30 days of receiving the truck. Neither vendor offers pricing incentives for pre-paying before delivery. Staff is therefore seeking Council direction on whether one or two single-axle snow plow trucks should be ordered in 2022 to help maintain a City-wide 8-hour snow removal schedule moving forward, and whether the motor grader replacement currently identified in the 10-year for 2026 should be removed from the CIP.

Sincerely,

Bruce Westby, P.E.

City Engineer / Interim Public Works Director

Meeting Date: 01/10/2023

Information

Title:

Discuss Council Organization

Purpose/Background:

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

Background: Each year, Councilmembers are appointed to serve on different committees, boards, authorities or other groups. Attached is a list of the committees as well as a description of what they are and when they meet. Staff will make note of the final selections to be adopted by Council at their meeting later this evening.

The Chair and Vice-Chair positions for each committee will be appointed at that committee level. It should be noted that each board and commission have a staff liaison appointed, as well as Councilmember(s).

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

Attached is the resolution that is on the Agenda this evening for formal adoption. Please note: The highlighted 2022 and 2022-2023 appointments are open for discussion. Those appointments discussed will be incorporated into the resolution before tonight's meeting.

The organizational resolution includes declaring the City's official newspaper. At the time of this writing, the City has received one proposal - Adams Publishing Group - the Anoka County UnionHerald. Such proposal is attached to this case. The Anoka County UnionHerald has historically served as the City's official newspaper and currently provides the most regular coverage of City. The proposal from Adams Publishing Group states the rates for 2023 will remain unchanged.

Also included for Council review and approval is the Addendum to the Recording Secretary Service Agreement between the City of Ramsey and TimeSaver Off Site Secretarial (TOSS) that extends the expiration date to December 31, 2023 (attached). The addendum shows a less than 3.5 percent increase in the rates. Approval of the contract with TOSS is part of the resolution.

Appointing legal services is another part of the Organization Resolution. The most recent agreement with the City's Attorney, Frederic Knaak of Holstad & Knaak, PLC is effective November 1, 2021 through December 2023. The monthly fee is \$4,050.00. Any time over the 10 hours included in the monthly fee is billed at a single rate of \$150.00 per hour. The firm of Eckberg Lammers was contracted with in January 2018, for prosecution services. The Police Department received approval to extend the agreement. The new agreement with Eckberg Lammers is effective January 1, 2023 through December 31, 2027.

Timeframe:

Approximately 15 minutes

Funding Source:

N/A

Responsible Party(ies):

City Administrator
City Clerk

Outcome:

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

Attachments

TOSS Agreement
Newspaper Request
Holstad & Knaak, PLC. Contract
Eckberg Lammers Contract
Committee Descriptions
Draft Resolution #23-001

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 01/05/2023

Reviewed By

Brian Hagen

Date

01/05/2023 11:43 AM

Started On: 12/06/2022 10:49 AM

TimeSaver Off Site Secretarial, Inc.

NOV 01 2022

October 21, 2022

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

Dear Katie,

Enclosed is an Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2023. The unit rates reflect an increase of \$1 per hour and 50 cents per page and a base rate increase of less than 3.5%.

We appreciate the confidence you have placed in TimeSaver to handle your meeting minute needs and look forward to continuing that relationship in 2023.

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

Best regards,



Carla Wirth
Owner

Enclosure: Recording Secretary Service Agreement
Return envelope

**ADDENDUM TO
RECORDING SECRETARY SERVICE AGREEMENT**

Dated: December 31, 2022

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

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2021 shall be extended under the same terms and conditions to December 31, 2023.

2. TOSS CHARGES: TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:
 - a. Base Rate: One Hundred Fifty-Nine and 00/100 dollars (\$159.00) for any meeting up to one (1) hour (billable time) plus Thirty-Seven and 75/100 dollars (\$37.75) for each thirty (30) minutes following the first one (1) hour; or

 - b. Unit Rate: Forty-Nine and 50/00 dollars (\$49.50) for the first hour of meeting time and Thirty-Three and 00/100 dollars (\$33.00) for every hour after the first hour plus Fifteen and 00/100 dollars (\$15.00) for each page of draft minutes for submission to the City of Ramsey for their preparation of final minutes.

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

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

January ____, 2023

CITY OF RAMSEY

By: _____
Brian S. Hagen

Its: _____
City Administrator

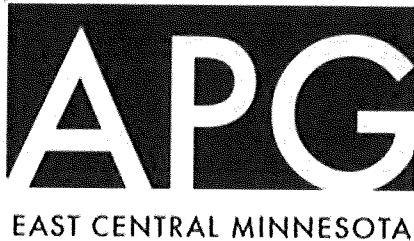
November 1, 2022

TIMESAVER OFF SITE SECRETARIAL, INC.

By: Carla Wirth
Carla Wirth

Its: _____
President & CEO

RECEIVED
NOV 28 2022



November 20, 2022

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

Dear Jo,

It is with great pleasure that we ask to serve as the official newspaper for the City of Ramsey in 2023. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the Anoka County UnionHerald. The legal publication rate for the Anoka County UnionHerald as of January 1, 2023, will remain unchanged from the 2022 rate of 10.75 per column inch. If any documents need to be manually typeset, a \$20 flat fee will be charged per public notice. As a newspaper published in the County of Anoka, we meet the requirements to qualify as your official legal newspaper.

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

We have appreciated your business over the past years and hope that we can be of service to you in 2023 as a credible, locally-owned, weekly community news source. If you have any questions, please feel free to call me at 763-691-6001 or email me at publicnotice@apgecm.com. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads 'Tonya Orbeck'.

Tonya Orbeck
Legal Notice Department Manager

CONTRACT FOR CIVIL (NON-CRIMINAL) MUNICIPAL LEGAL SERVICES

THIS AGREEMENT is made between and entered by the CITY OF RAMSEY, MINNESOTA, a Minnesota Statutory City (hereinafter, "the City") and HOLSTAD & KNAAK, PLC, a law firm organized as a professional association under the laws of the State of Minnesota (hereinafter, "the Attorney")

Upon formal appointment of the Attorney by the City Council and for the promised consideration as outlined below, the Attorney shall provide the following legal services to the City:

LEGAL SERVICES

1. Attend City Council meetings and other City Board, Authority, Commission or Committee meetings as requested by the City Council or City Administrator.
2. Draft and/or review ordinances, resolutions, and correspondence, as requested. Review City Council agendas and meeting minutes, as requested.
3. Advise the Mayor, Council Members, City Administrator, Department Heads and other City staff on City legal matters.
4. Prepare and/or review municipal contracts, such as contracts for public improvements, joint powers agreements, construction, and purchase of equipment.
5. Review of the Municipal Code on a regular basis and provide assistance in the drafting of any needed modifications or amendments.
6. Represent the City in matters related to the enforcement of City building and zoning codes in injunctive and other civil proceedings, except in instances where such representation is provided in the City's insurance contract and third-party representation is obtained. In such instances it will remain the Attorney's duty to closely monitor and cooperate as needed in such representation.
7. Research and submit legal options on municipal or other legal matters, as requested by the City Council or the City Administrator.
8. Meet with the City Council, City Administration, Department Heads and City Staff as needed to review Council and Commission Agenda items and the status of all legal matters before the City. The Attorney and City Administrator will establish any necessary schedule if and when it is determined that regular meetings will be necessary for this purpose.
9. Provide legal briefings or presentations regarding new or proposed legislation affecting the City's operation and activities.
10. Provide advice and training on open meeting law, data practice law and requirements, parliamentary procedure, record retention and privacy issues, including HIPPA.
11. Represent, as needed, the City in employment related issues, labor negotiations, arbitration, administrative hearings and in litigation involving those same issues.
12. Interpret and advise with respect to municipal employment matters including, but not limited to PERA, labor agreements, personnel policy, FMLA and Veterans Preference.

13. Defend City in litigation, except in those cases where the City's insurance company is required to provide defense, including, but not limited to: a) human rights claims; b) condemnation; c) permits and administrative actions; and d) labor and employment proceedings in which legal representation of the city is either advisable or required.
14. Represent the City in uninsured claims and other insurance matters.
15. In coordination with any separately retained Bond Counsel, review financing, special assessments, bonds and insurance requirements required by or for City Contracts or activities.
16. Represent the City in the acquisition of properties for public improvements, easements, and parks.
17. Represent the City in condemnation proceedings for public improvement projects.
18. Represent the City in workers' compensation matters.
19. Initiate litigation on behalf of the City as requested by the City Council.
20. Interpret and advise the City on questions related to zoning or land use issues, impact fees and legal uses.
21. On direction of the Administrator, prepare and/or review the following:
 - a) Conditional and Special Use Permits
 - b) Vacation of Rights of Way Applications, supporting documentation and Resolutions
 - c) Special Assessments
 - d) Planned Unit Developments
 - e) Development Agreements
 - f) Subdivision and Zoning Requests
 - g) Development Agreement Drafts
22. The foregoing, expressly enumerated services, while intended to be extensive, is not intended to be all inclusive, and services provided shall also include those additional matters that may be considered customary and usual in the provision of legal services by a City attorney under customs and laws of the State of Minnesota.

ADDITIONAL DUTIES OF ATTORNEY

1. The Attorney shall not subcontract out or assign any interest in this contract to any third party without the prior written consent of the City.
2. Frederic W. Knaak shall be the principal attorney on all matters involving the representation of the City and shall be expressly, professionally, and individually responsible for all facets of that representation.

3. The Attorney shall maintain professional liability insurance coverage at all times during its representation of the City in the amount of \$2,000,000 aggregate claims, and \$2,000,000 individual claims.

4. It is understood by the Attorney and the City that this contract shall run for two years after the appointment of the Attorney, at which time it may only be renewed upon express agreement of the City and the Attorney. Notwithstanding the intended term, it is expressly understood that the Attorney's tenure as City Attorney is at the pleasure of the City Council and that the appointment of the City Attorney may be terminated at any time with or without any cause. In the event of a termination for other-than-cause prior to the two-year term, to the extent feasible, the City shall provide 60 days notice of its intention to terminate or not renew this contract.

5. On or about December 31 of each year, for the duration of this Agreement, the City Attorney and City Administrator may mutually evaluate the usage of legal services during the prior year of this Agreement in order to evaluate usage of legal services during the prior year of the Agreement in order to evaluate usage and identify areas where modification in the parties' relationship may be mutually beneficial.

6. All data collected, created, received, maintained, or disseminated for any purposes by the activities of the Attorney because of this Agreement and the resulting Attorney-Client relations is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as amended, the Minnesota Rules implement such act now in force or as adopted, as well as federal regulations on data privacy. This paragraph does not create a duty or any obligation on the part of the Attorney to provide access to public data to the public for inspection or otherwise if the public data are available from the City.

7. Any modification of the provisions of this Agreement shall be reduced to writing and signed by the parties hereto.

OTHER

1. The City expressly reserves its right to hire independent counsel on matters it determines requires an attorney with more expertise or expertise in a particular field. In such a situation, the City shall remain responsible to the Attorney for the monthly fee provided under this agreement along with any billings not related to the matter for which special counsel was retained. The City shall only be responsible to the Attorney for extra expenses in relation to the matter for which special counsel is retained if the City names the Attorney as co-counsel in the matter or otherwise requests the Attorney's participation.
2. The effective date of this Agreement shall be November 1, 2021.

COMPENSATION AND EXPENSES

1. Payment under this contract shall be in the form of a single, monthly fee of four-thousand fifty and no/00 (\$4,050.00). That payment is intended to be for all of the foregoing services, including up to 10 hours of time billed on litigation matters, such as condemnation matters or arbitrations. This rate

does not include filing or similar fees required in representing the City in litigation matters. These incidental fees shall be paid by the City as incurred.


2. If it appears that more than ten hours of time shall be required on litigation matters, the Attorney shall notify the City in writing of that expectation. Any time over the 10 hours included in the monthly fee shall be billed at a single rate of \$150.00 per hour.


3. In the event of an unexpected or unusual cost, no expense or cost shall be billed to the City without first obtaining an authorization from the city in writing. Such an expense, as an example, might be a necessary deposition or transcript, or a very large volume of printing (in excess of 2000 pages in any given month.)


IN WITNESS WHEREOF, the CITY and the ATTORNEY have executed this Agreement and it is effective on the latest date affixed hereto.

CITY OF RAMSEY

HOLSTAD & KNAAK PLC

By: 
Mark E. Kuzma, its Mayor

By: 
Frederic W. Knaak, Esq.

By: 
Kurt Ulrich, City Administrator

Dated: 10-7-21

Dated: 10/12/21

▼ AGREEMENT FOR CRIMINAL PROSECUTION SERVICES

This Agreement, entered into between the City of Ramsey, a Minnesota Municipal Corporation (City) and the Law Firm of Eckberg Lammers, P.C., (Criminal Prosecution Attorney) as of January 1, 2023 provides as follows:

ARTICLE I: **BACKGROUND: FINDINGS**

- 1.1 Authority. The appointment and removal of the Criminal Prosecution Attorney are made by the City Council.
- 1.2 Council Determination. At a duly called regular meeting of the City Council it was determined that the law firm of Eckberg Lammers, P.C. be engaged as Criminal Prosecution Attorney, with Joseph Van Thomme of that firm serving as chief prosecutor for the City. This agreement between the firm and the City sets forth the terms and conditions of the engagement.

ARTICLE II: **TERMS AND CONDITIONS**

- 2.1 Consideration. In consideration of the mutual promises and conditions contained in this Agreement, the City and the Criminal Prosecution Attorney agree to the terms and conditions as set forth herein.
- 2.2. Criminal Prosecution Attorney Appointment. The City appoints the firm of Eckberg Lammers, P.C. as Criminal Prosecution Attorney, with Joseph Van Thomme acting as primary chief prosecutor for the City.
- 2.3 Usual and Customary Criminal Prosecution Services. The Criminal Prosecution Attorney agrees to perform all usual and customary criminal prosecution services for the City in accordance with the terms of this Agreement, including, but not limited to the following primary responsibilities for the criminal prosecution services:

General Responsibilities:

Represent and prosecute all criminal law matters within the City's jurisdiction, included but not limited to scheduling, and attending all necessary hearings, trials, arraignments, and post-conviction hearing as required, coordinating officer and witness appearances, reviewing all criminal cases presented for purposes of prosecution, determine technical compliance with criminal code and other state statutes, writing complaints, making recommendations to the Court for alternatives to prosecution where appropriate, act as a resource to the Police Department in the development of criminal cases, and provide training sessions for Police and other City staff as needed.

Provide timely pursuit of disposition of criminal case in advance of actual Court cases to avoid unnecessary officer Court time.

Process and prosecute forfeiture cases on behalf of the Police Department.

The Criminal Prosecution Attorney is required to be knowledgeable in a variety of legal areas, including but not limited to:

- * Criminal Prosecution
- * Trial Activity
- * General Municipal Laws
- * City Code Issues related to criminal prosecution
- * General State and Federal Laws relating to prosecution matters
- * General Government Data Practices related to rules of discovery and criminal prosecution

The Criminal Prosecution services that are required by the City and covered by a fixed retainer fee include, but are not limited to, the following areas:

1. Meetings and/or telephone conversations with and advising City Administrator and Police Chief, police officers and other authorized staff on general criminal legal matters.
2. Research and submission of legal opinions on criminal legal matters requested by the City Administrator, Police Chief or other authorized staff, availability to answer staff questions by telephone.
3. Legal consultation and general support for City Administrator and Police Chief and other authorized staff on general criminal legal matters.
4. Provide a high level of customer service by responding in a prompt matter.
5. Prosecute all petty misdemeanor, misdemeanor and statutorily delegated gross misdemeanor offense committed within the corporate limits of the City. This includes all such cases initiated by any law enforcement agency and citizen complaints including, but not limited to, traffic violations, DUI cases, and City Code violations that are prosecuted criminally.
6. Provide advice, consultation and training where required to the City's Police Department and to all other departments of the City in the interpretation and enforcement of statutes, ordinances and investigations of violations in connection with the prosecution of criminal cases.
7. Prepare criminal complaints where facts warrant.
8. Evaluate all cases where a plea of not guilty is entered and prosecute where warranted.
9. Prepare appropriate pre-trial notices as required.
10. Seek such additional investigation as required.
11. Negotiate and enter plea bargains where deemed advisable.
12. Represent the City at all pre-trial motions.
13. Perform all legal research and prepare briefs when required.

14. Try all jury and court cases as necessitated.
15. Review ordinances for criminal prosecution as requested.
16. Render written opinions to law enforcement on criminal prosecution matters where requested, including interpretation of statutes, ordinances, rules and regulations.
17. Ensure proper notifications and preparation of police officers and staff for trial.
18. Assist in resolving criminal prosecution matters not resulting in litigation.
19. Assist the City and law enforcement in efficient disposition of DUI-related forfeitures arising from cases handled by the Criminal Prosecution Attorney.
20. Examine, evaluate and provide representation for all appeals to the Appellate Courts.

As part of the firm's comprehensive flat fee prosecution services, no charges are ever imposed for phone calls. The firm encourages police officers and staff to contact any of our prosecuting attorneys. If a phone call evolves into a project or work item, that item shall be covered by the flat fee retainer agreement. The firm has found its law enforcement clients welcome this approach, as it provides for unfettered legal advice without imposing financial pressure on the given department.

2.4 Compensation for Criminal Prosecution Services. For Criminal Prosecution Services for the years 2023 - 2027, the City agrees to compensate the Criminal Prosecution Attorney as follows:

	2023	2024	2025	2026	2027
Retainer Fee*	\$75,028	\$77, 278	\$79,596	\$81,983	\$84,442
Hourly Attorney *	\$250	\$250	\$250	\$250	\$250

* Retainer Fee: Annual Amount to be paid in 12 equal installments.

* Hourly Attorney: The hourly rates for all attorneys will be the same and shall only apply to matters not related to or covered by this agreement. Such fees will be specifically agreed to by the City prior to any undertaking of legal services by the Criminal Prosecution Attorney.

2.5 Compensation for Expenses. The City will compensate the Criminal Prosecution Attorney for the following actual and necessary expenses incurred by the Criminal Prosecution Attorney on behalf of the City:

The Criminal Prosecution Attorney passes through the following charges to the City at cost:

- * Process Server Fees
- * Court Filing Fees
- * Document Recording and Closing Fees
- * Court Reporter Transcription Fees

- 2.6 Billing Statements. Billings by the Criminal Prosecution Attorney to the City for services will be on a monthly basis, except as may otherwise be agreed upon by the parties. The billing statement shall be of sufficient detail to adequately inform the City concerning the services performed and the nature and extent of costs and disbursements. The statement shall also contain a summary that shows the total fees, charges and disbursements.
- 2.7 Term of Agreement. The term of this Agreement shall be for five years. The rates specified in this Agreement will remain in effect for the term of this Agreement.
- 2.8 Chief Prosecutor. It is the intention of the parties and it is hereby agreed by the Criminal Prosecution Attorney, the term "Chief Prosecutor" as used herein means and refers to Joseph Van Thomme, who will supervise and be responsible to the City for the criminal prosecution services provided.
- 2.9 Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire Agreement between the City and the Criminal Prosecution Attorney, and supersedes any other written or oral agreements between the City and the Criminal Prosecution Attorney. This Agreement can only be modified in writing signed by the City and the Criminal Prosecution Attorney.
- 2.10 Termination. This Agreement may be terminated by the City at any time or by the Criminal Prosecution Attorney upon 60 days written notice.
- 2.11 Conflict of Interest. The Criminal Prosecution Attorney shall use best efforts to meet all professional obligations to avoid conflict of interest and appearances of impropriety in representation of the City. In the event of a conflict, the Criminal Prosecution Attorney shall arrange for suitable alternative legal representation. It is the intent of the Criminal Prosecution Attorney to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.
- 2.12 Agreement Not Assignable. Except as provided in Paragraph 2.11 of this Agreement relating to conflicts of interest, the rights and obligations created by this Agreement may not be assigned by either party.
- 2.13 Agreement Not Exclusive. The City retains the right to hire other legal representatives for specific legal matters.
- 2.14 Independent Contractor Status. All services provided by the Criminal Prosecution Attorney pursuant to this Agreement shall be provided by the Criminal Prosecution Attorney as an independent contractor and not as an employee of the City for the purpose, including but not limited to: income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts and eligibility for employee benefits.
- 2.15 Work Product. All records, information, materials and other work product prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the City.
- 2.16 Insurance and Indemnification. Criminal Prosecution Attorney agrees to maintain a valid policy of Professional Liability Insurance for the duration of this Agreement. The value of

the policy shall not be less than the cap of municipal tort liability as established by Minnesota Statutes. Criminal Prosecution Attorney further agrees to defend, indemnify, and hold harmless the City, its agents and employees against all causes of actions against the City or any of its agents or employees that arise from or as a result of the Criminal Prosecution Attorney's negligent actions or advice under the terms of this Agreement.

- 2.17 Data Practices Act Compliance. Data provided to the Criminal Prosecution Attorney under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- 2.18 Choices of Law and Venue. This Agreement shall be governed by the construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the State or Federal Courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their proper officers and representatives as the day and year first above written.

CITY OF RAMSEY

Dated: _____

Mayor

Dated: _____

City Administrator

Dated: _____

Joseph Van Thomme
Criminal Prosecuting Attorney

COMMITTEES, AUTHORITIES, BOARDS, COMMISSIONS

(Descriptions and Meeting Schedules)

One Year Appointments

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

Fire Relief Association (Appointments set by Bylaws) The objective of the Fire Relief Association is to provide service pensions and ancillary benefits to members and beneficiaries of the City of Ramsey Fire Department. The Board has nine members, six General Trustees elected from membership and three Municipal Trustees. Per the bylaws the three Municipal Trustees are the Fire Chief, Finance Director and the Mayor. **The meeting schedule for the Fire Relief Association is TBD.**

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

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

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

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

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

***EDA Appointments Coincide with Council Terms (up to a six-year appointment)**

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

Two Year Appointments

Anoka County Joint Law Enforcement (JLEC) (Appointments 1 Plus Alt) (This is a 2-year appointment.)

The JLEC is an innovative governing body that was created in Anoka County to collaboratively and efficiently work on public safety issues through the entire county. The JLEC was created in 1970. This group is chaired by the County Attorney and is made up of elected officials from each jurisdiction, and the Chief/Sheriff of each jurisdiction. The Fire Protection Council also has a representative on the JLEC. This Board **meets quarterly – the 4th Wednesday of the month at 2:00 p.m.** The meeting locations vary.

Anoka County Fire Protection Council (ACFPC) (Appointments 1 Plus Alt) (This is a 2-year appointment)

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

Lower Rum River Watershed Management Organization (LRRWMO) (Appointments 1 Plus Alt) (This is a 2-year appointment.) LRRWMO is a joint powers special purpose unit of government including the cities of Ramsey, Anoka and portions of Andover. The organization seeks to protect and improve lakes, rivers, streams, groundwater, and other water resources across municipal boundaries. The LRRWMO **meets the 3rd Thursday of the month beginning at 8:00 a.m.,** at Anoka City Hall (Committee Room) 2015 South 1st Avenue, Anoka.

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

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #23-001

RESOLUTION FOR 2023 COUNCIL ORGANIZATION

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

- 1) That the City of Ramsey's official newspaper is the Anoka County UnionHerald; official newspaper of the City in which all legal notices, vacancies, advertisements, etc. will be published; and
- 2) That the City of Ramsey's Legal Services are provided as follows: a) General Legal Counsel: Holstad and Knaak, PLC; b) Prosecution Counsel: Ekberg Lammers, PC and c) Bond Counsel/TIF: Taft Stettinius & Hollister, LLP; and
- 3) That the City of Ramsey's recording secretarial service is TimeSaver Off-Site Secretary Services (TOSS); and
- 4) That the following one-year terms are as follows: Acting Mayor, Environmental Policy Board, Happy Days Committee, Highway 10 Committee, Park and Recreation Commission, Planning Commission, Public Works Committee and Public Advisory Committee.

	<u>2022 Appt.</u>	<u>2023 Appt.</u>
a) Acting Mayor	Chris Riley	Howell/Riley/Olson
b) Environmental Policy Board	Chelsee Howell Debra Musgrove (Alt)	Chelsee Howell Matt Woestehoff (Alt)
c) Happy Days Committee	Dan Specht Ryan Heineman (Alt)	Riley or Specht Riley or Specht (Alt)
d) Highway 10 Committee	Mark Kuzma Chris Riley Dan Specht Kurt Ulrich	Mark Kuzma Olson/Riley/Specht Olson/Riley/Specht Brian Hagen
e) Park and Recreation Commission	Ryan Heineman Debra Musgrove (Alt)	Debra Musgrove (Alt)
f) Planning Commission	Matt Woestehoff Debra Musgrove (Alt)	Matt Woestehoff Michael Olson (Alt)

	<u>2022 Appt.</u>	<u>2023 Appt</u>
g) Public Works Committee	Debra Musgrove Chris Riley Matt Woestehoff Chelsee Howell (Alt)	Debra Musgrove Chris Riley Matt Woestehoff [Redacted] (Alt)

5) That the following two-year terms are as follows: Anoka County Fire Protection Council, Anoka County Joint Law Enforcement, Anoka County Solid Waste Abatement Advisory Team, Anoka County Housing and Redevelopment Authority, Fire Relief Association, Health Authority, LOGIS Board of Directors, Lower Rum River Watershed Management Organization (LRRWMO), North Metro Mayors Association, Quad Cities Cable Communications Commission, and Youth First are as follows:

	<u>2021-2022 Appt.</u>	<u>2023-2024 Appt.</u>
a) Anoka County Fire Protection Council	Ryan Heineman Dan Specht (Alt)	Debra Musgrove [Redacted] (Alt)
b) Anoka County Joint Law Enforcement Council (JLEC)	Jeff Katers Chelsee Howell Dan Specht (Alt)	Jeff Katers Chelsee Howell Michael Olson (Alt)
c) Anoka County Solid Waste Abatement Advisory Team	Chris Anderson	Chris Anderson
d) Anoka County Housing and Redevelopment Authority	Brian Hagen Sean Sullivan	Brian Hagen Sean Sullivan
e) Fire Relief Association	Mark Kuzma Matt Kohner Diana Lund	Mark Kuzma Matt Kohner Diana Lund
f) Health Authority	Dr. James Long	Dr. James Long
g) LOGIS Board of Directors	Jason Fredrickson Chris Bruneau	Jason Fredrickson Chris Bruneau (Alt)
h) Lower Rum River Watershed Management Organization (LRRWMO)	Debra Musgrove Chris Riley (Alt) Len Linton, Staff	Debra Musgrove [Redacted] (Alt) Len Linton, Staff
i) North Metro Mayors Association: Operating Committee Management Committee	Mark Kuzma Kurt Ulrich	Mark Kuzma Brian Hagen

- | | | | |
|----|---|--|---|
| j) | Quad Cities Cable Communications Commission | Matt Woestehoff
Kurt Ulrich | Dan Specht
Brian Hagen |
| k) | Youth First | Michelle Anderson
Tim Frankfurth
Dan Specht
Cory Gardner (Alt)
Matt Woestehoff (Alt) | Michelle Anderson
Tim Frankfurth
Dan Specht
Kyle Brotkowski (Alt)
Matt Woestehoff (Alt) |

6) The City Council members appointed to the EDA while maintaining City Council membership are as follows:

- | | |
|-----------------------------------|--|
| a) Economic Development Authority | Chris Riley
Chelsee Howell
Michael Olson (Alt) |
|-----------------------------------|--|

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 10th day of January, 2023.

Mayor

ATTEST:

City Clerk

CC Work Session

2.3.

Meeting Date: 01/10/2023

Information

Title:

2023 Legislative Priorities

Purpose/Background:

On December 13, 2022 Council held the first discussion on the 2023 Legislative Priorities. Attached is a draft document identifying those priorities. Senator Bahr and Representative Niska have been invited to this evening's Work Session to review these priorities with the Council

At the last meeting, Council expressed interest in identifying the Closed Landfill, Northstar Rail and State Divisions within the 2023 priorities. Since that meeting, staff has reviewed the items and are recommending no formal language is presented to legislatures at this time. Work is being done at the staff level and in the coming year more information will likely become available to better address legislative needs in the future.

Timeframe:

Funding Source:

Responsible Party(ies):

Brian Hagen, City Administrator

Outcome:

Provide final direction on 2023 Legislative Priorities and review such with our State Legislatures. A final version would be brought forward to the January 24, 2023 City Council meeting for formal adoption.

Attachments

Draft 2023 Legislative Priorities

Form Review

Inbox

Brian Hagen

Form Started By: Brian Hagen

Final Approval Date: 01/05/2023

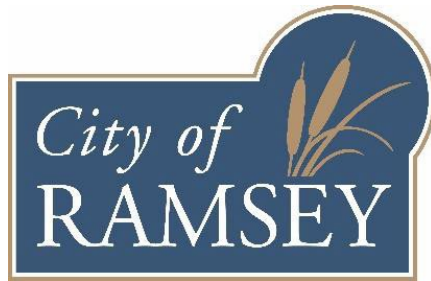
Reviewed By

Brian Hagen

Date

01/05/2023 11:45 AM

Started On: 01/03/2023 08:21 AM



2023 City of Ramsey Legislative Priorities

DRAFT

Local Priority: Sales Tax Exemption for Water Treatment Plant

The purchase of materials for the proposed \$48 million Water Treatment Plant are not exempt from the state sales tax without this legislation. The bill would exempt purchases made for this project.

- A bill was introduced in 2021 and no action was taken.
- A bill was introduced in 2022 and no action was taken.
- The City will work with legislators to reintroduce a bill in 2023.

Local Priority: State Funding for Water Treatment Plant

The City is requesting state funding to construct a water treatment plant being constructed to address a public health need in the city of Ramsey. The discovery of manganese by the Minnesota Department of Health in 2019 led the City to conduct a feasibility study for a water treatment plant to address the public health issue. The recommended action is to construct a \$48 million Water Treatment Plant to serve Ramsey Water customers. Construction is proposed to commence in the spring of 2023.

- A bill was introduced in 2021 and no action was taken.
- A bill was introduced in 2022 and no action was taken.
- The City will work with legislators to reintroduce a bill in 2023.

Local Priority: Legislation to Extend Project Deadline (3 Years) for Tax Increment Financing (TIF) District 14 (The COR)

TIF District 14 administered by the City of Ramsey expires in November 2023. Development in this district has been limited in recent years. Various infrastructure improvements have occurred in the geographical area of this district to support economic development. Planned infrastructure improvements known as the Ramsey Gateway Project will further enhance access into this area. A remaining priority within the district is making the NW quadrant of the COR “shovel ready”. A significant amount of fill is necessary to make this land developable. The City has engaged an engineering firm to update cost estimates to complete this improvement in which would provide pad ready sites for economic development. Other smaller improvements could also be funded by this account/district.

- The City will work with legislators to introduce a bill in 2023 granting a three-year extension to the TIF District 14 administered by the City of Ramsey.

Local Priority: Funding for continued study of Ramsey/Dayton Mississippi River bridge project

- The feasibility study for a new Mississippi River bridge was completed in 2021 with funds allocated by the 2020 legislature. Staff will work with local legislators to secure the funding for the next step in pursuit of this project.

Local Priority: Metro Mobility Service Area

- Introduce legislation that will add Ramsey to the service area for Metro Mobility.
- Over the years some residents have expressed an interest in getting door-to-door Metro Mobility Service in Ramsey.
- City residents annually pays \$352,000 to the Metro Transit Taxing District that the City was required to enter when the NorthStar Station was completed.
- Inclusion in the Metro Mobility service area requires a state statute and was last extended to the City of Lakeville in 2019. The cost of the service is covered by the state.

Local Priority: Closed landfill legislation to allow economic development

- Staff will work with the PCA and local legislators to determine what, if any, legislation will allow closed landfill property to be put back on the tax role for private development opportunities.

DRAFT

State-wide Policy Priority:

- **Exemption of residential gardens from water emergency restrictions**

Staff will work with legislators to research possible legislation to ensure that, in the event the governor declares by executive order a critical water deficiency, pursuant to Minnesota Statutes section 103G.291 implementing mandatory emergency water conservation measures and mandatory restrictions upon nonessential water use is enforced and outdoor irrigation is prohibited, that gardens created by Minnesota residents for the cultivation of vegetables, fruits, herbs and flowers for food and medicinal purposes will not be subject to water restrictions, nor shall they be limited to reclaimed water.

State-wide Policy Priority:

- **Statewide licensure of massage therapy**

Support legislation that seeks to adopt a state license requirement for massage therapists. Lack of a statewide license for massage therapists has hampered law enforcement's ability to regulate illegal activities across municipal boundaries related to this profession.

State-wide Policy Priority:

- **Amend remote open meeting law requirement (MS13D.02) that requires notification of a remote place accessible to the public**

Support legislation that will simplify the remote meeting process for local elected bodies, such as, the requirement that all remote locations be advertised and accessible to the public.

State-wide Policy Priority:

- **Lift hospital moratorium**

Support legislation that seeks to increase the availability of hospital beds and allow a free-market for hospital construction.

State-wide Policy Priority:

- **Local Government Aid (LGA)**

Local Government Aid for Ramsey has fluctuated (see chart below) from a high of \$396,382 in 2001, to the current level of \$0 in 2017 and beyond. The basic formula was changed in 2014 and some level of LGA was restored for the next three years

(approximately \$100,000 per year), however the same formula has now resulted in the elimination of all LGA for Ramsey and similar developing suburbs.

FY 2000 - \$359,771
FY 2001 - \$396,382
FY 2002 - \$303,894
FY 2003 through 2013 - \$0
FY 2014 - \$91,381
FY 2015 - \$110,352
FY 2016 - \$111,311
FY 2017 - \$0
FY 2018 - \$0
FY 2019 - \$0
FY 2020 - \$0
FY 2021 - \$0

Background:

Support legislation that revises the LGA formula and recognizes the needs of developing suburbs, restoring LGA to developing suburbs for long-term capital needs.

- No changes were made to the LGA funding formula in 2021.
- The City should consider working with legislators to determine if there is an opportunity to revise the LGA formula in 2022 to provide greater resources to developing suburbs. The state is currently projecting a record budget surplus which could provide a point of discussion.
- A couple of LGA bills were introduced in 2021 that may have impacted Ramsey, but failed to become law:
 - LGA adjusted for unpaid local assistance costs HF 1052/SF 749 (Rep. Jim Nash, R-Waconia, and Sen. Bill Weber, R-Luverne) would have allowed cities that have not been reimbursed by another city for local assistance costs to submit an application for reimbursement through a reduction in the LGA of the recipient city.
 - LGA minimum distribution HF 1096/SF 1238 (Rep. Jerry Hertaus, R-Greenfield, and Sen. David Osmeck, R-Mound) would have provided for a minimum per capita LGA amount for all cities that otherwise would receive no LGA, and increased the LGA appropriation to cover the additional amount.
- During the 2022 session, discussions occurred regarding updating the LGA formula. Based on a draft formula, Ramsey would have received funds.

CC Work Session

3.1.

Meeting Date: 01/10/2023

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

Attached is the current list of future topics for work session discussion. Items are drawn from Council requests at meetings, or are related to topics that have been identified in the City's strategic plan. Tentative dates have been assigned.

Timeframe:

Funding Source:

Responsible Party(ies):

Outcome:

For Council review - no formal action necessary.

Attachments

Future Topics List

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 01/05/2023

Reviewed By

Brian Hagen

Date

01/05/2023 02:10 PM

Started On: 01/05/2023 01:37 PM

Row #		<u><i>Tentative City Council Future Work Session Topics</i></u>	
	Proposed Date	Topic	Minutes (Estimate)
	2023		
	Jan 24	Discuss the removing interim status from the title of the City Engineer/Interim Public Works Director and Parks & Interim Assistant Public Works Director - Lasher	15
	Jan 24	Discuss Crime Free Housing Ordinance	30
	Jan 24	CCWS/Continued Discussion Regarding City Hall Room Rental Fees - Lasher	20
	Jan 24	Discuss B&C Recruitment Policy – Lasher	20
	Feb 14	Discuss Strategic Plan	60
	Feb 14	Rental Property Licensing – Hanson/Swalchick	30
	Feb 28	Discuss Strategic Plan	30
	February	Discuss Operational Cost Savings with the new PW Facility	20
	June 13	Discuss Amending 2023 Water and Sewer Rates and Charges	15
	June 27	Discuss Polling Locations – Fire Station #2 and Independent Baptist	20
	TBD	Draft Trail Maintenance Policy – Riverblood	30
	TBD	Draft Stormwater Pond Maintenance Policy – Westby	30
	TBD	Highway 10 Ramsey Contribution Costs - Hagen	TBD
	TBD	Review procedure/policy/best practice for introduction of resolutions/proclamations – Staff	20
	TBD	Review Charter Commission Recommendations on Election Chapter 4 - Staff	
	TBD	Discuss Council and B/C Remote Meetings Policy - Staff	15
	TBD	Discuss City Policy Updates - Hagen	20
	TBD 2024 Budget	Discuss Election Judge Pay - Schmidt	20
	TBD 2024 Budget	Discuss applying the COLA to: Firefighter, Seasonal, Intern, Rink Attendant, Plow Driver and other temporary employee pay scales - Lasher	20