

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

The Public Works Committee conducted a regular meeting on Tuesday, May 16, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
 Councilmember Chelsee Howell
 Councilmember Matt Woestehoff

Also Present: City Engineer/Public Works Director Bruce Westby
 Assistant City Engineer Joe Feriancek
 Public Works Streets Supervisor Shane Turner

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 Howell, to approve the agenda, as presented.

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

4. APPROVE MINUTES

4.01: Approve April 18, 2023, Meeting Minutes

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

Regular Meeting Minutes dated April 18, 2023

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

5. COMMITTEE BUSINESS

5.01: Review Drainage Concerns at 17650 Argon Street NW

City Engineer/Public Works Director Westby shared the drainage concerns shared by property owners at 17650 Argon Street NW and asked for input from the Committee.

Chairperson Riley asked and received confirmation that the drainage is naturally occurring and not a City drainage way.

Councilmember Howell asked the process for handling these types of situations that arise from things being built prior to the incorporation of the City.

City Engineer/Public Works Director Westby replied that the City has worked with homeowners in the past to provide input and to sell culverts that could be installed. He stated that culverts are not given away and work is not completed by the City unless there has been Council authorization.

Chairperson Riley commented that there would be more responsibility if the City were directing water across the property through an easement.

Councilmember Woestehoff asked and received confirmation that drainage easements do not run across the property.

Kevin and Sarah Mytko, 17650 Argon Street NW, commented that they have had water getting into the basement since they purchased the home but this year the entire lower level flooded, which has caused a lot of issues. He noted that they had to tear out the carpet and some sheetrock. He commented that the snow and rain that accumulates in the ditch then flows into their yard. He commented that if the water did not sit in the ditch and their yard, they would have much less problems in their home. He hoped that a culvert under the driveway would assist in moving the flow of water and keep the water in the ditch area rather than it spilling into the front yard. He commented that they are currently unable to use the lower level of their home or their garage as they had to move things from the lower level into the garage.

Chairperson Riley asked if staff would recommend authorization of a survey to ensure that a culvert would assist in solving this issue.

City Engineer/Public Works Director Westby agreed that the survey would be helpful and noted that some minor grading would most likely be needed in order to ensure the culvert would function properly. He confirmed that staff could complete that work in-house.

Councilmember Woestehoff asked if the project cost would be assessed back to the property owner.

City Engineer/Public Works Director Westby replied that the survey would be relatively cheap.

Chairperson Riley stated that it would seem the survey would be the first step and then additional steps could be discussed after those results are known.

Mr. Mytko commented that they are hoping that the City will be able to help them out as the water damage is becoming a hardship. He commented that they are already paying \$15,000 to have a sump pump installed and repair the damage caused by the flooding. He stated that they are not in a rush at this time as the spring flooding has resided and are hoping to partner with the City to address the outdoor improvements while they are completing the indoor improvements.

Chairperson Riley confirmed the consensus of the Committee to authorize staff to proceed with completing a survey and bringing back the results and additional information to the next meeting.

5.02: Consider Recommending City Council Approval for Change Order #1 for Improvement Project #23-07, 2023 Neighborhood Pavement Overlay Improvements

City Engineer/Public Works Director Westby reviewed the staff report and recommendation to recommend City Council approval for Change Order #1 for Improvement Project #23-07, 2023 Neighborhood Pavement Overlay Improvements.

Chairperson Riley asked if the removal of 1.5 inches would result in potholes remaining.

City Engineer/Public Works Director Westby replied that deep potholes would be filled with the overlay, and confirmed that this work would be funded through the pavement management fund.

Councilmember Woestehoff asked if there would be any concerns with this depth.

City Engineer/Public Works Director Westby replied that he did not have any concerns and noted that the road is scheduled for reconstruction, and this would provide the necessary life to reach that point.

Councilmember Woestehoff asked if this is an MSA road.

City Engineer/Public Works Director Westby replied that he did not believe that this segment is an MSA road.

Motion by Councilmember Howell, seconded by Councilmember Woestehoff, to recommend City Council approval for Change Order #1 for Improvement Project #23-07, 2023 Neighborhood Pavement Overlay Improvements.

Further discussion: Chairperson Riley commended the contractor for suggesting this as this would seem to be a much better product for a small amount of additional funds.

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

5.03: Consider Recommending City Council Approval to Revise Public Works Facility Walk-In Business Hours

City Engineer/Public Works Director Westby reviewed the staff report and recommendation to recommend City Council approval to revise the Public Works Facility walk-in business hours to 8:00 a.m. to 3:30 p.m.

Chairperson Riley asked and confirmed that the work hours would still remain the same.

Councilmember Howell stated that she supports this change.

Chairperson Riley encouraged staff to be clear on the change in public hours.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to recommend City Council approval to revise the Public Works Facility walk-in business hours to 8:00 a.m. to 3:30 p.m.

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

6. COMMITTEE / STAFF INPUT

6.01: Receive Updates on Improvement Projects, Studies, and Items of Interest

City Engineer/Public Works Director 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.

Chairperson Riley referenced Armstrong and 167th which still has silt fence and asked if the purpose is awaiting vegetation to take.

City Engineer/Public Works Director Westby confirmed that and noted that they are completing the punch list items.

Chairperson Riley asked for an update on street patching and the use of contractors.

City Engineer/Public Works Director Westby replied that the streets crew is down one member and they had been sweeping streets ahead of the watermain flushing but has returned to road patching. He stated that the priority pothole patching contractor will begin work this following Monday and provided updates on the progress of the other road projects for this year.

6.02: Review Future Topics Calendar

Councilmember Woestehoff referenced a sign request for children at play and asked staff why those signs are not recommended.

City Engineer/Public Works Director Westby stated that the City follows the Minnesota Manual on Uniform Traffic Control Devices for sign placement guidance. He explained that in following that guide, the City reduces its liability related to signage. He stated that manual does not use or

recommend the children at play signs as those often provide a false sense of security. He stated that if there are too many signs, people stop paying attention to the signs all together. He commented that there are a few older signs at the entrance to developments, but the City is not placing additional signs of that type.

7. ADJOURNMENT

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

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:17 p.m.

Respectfully submitted,

Bruce Westby
City Engineer/Public Works Director

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.