

TABLE OF CONTENTS

1. CALL TO ORDER 2

2. APPROVE AGENDA 2

3. PRESENTATIONS..... 3

 3.01: Presentation Proclaiming September 17–23, 2025, as Constitution Week..... 3

4. CITIZEN INPUT 3

5. CONSENT AGENDA 3

6. PUBLIC HEARING 4

 6.01: PUBLIC HEARING: Introduce Charter Recommended Ordinance #25-09
Amending Chapters 2, 3, and 7 of the City Charter..... 4

 6.02: PUBLIC HEARING: Adopt Resolution #25-201 Vacating an Easement in Haubrich
Addition. 5

7. COUNCIL BUSINESS..... 7

 7.01: Adopt Resolution #25-205 Approving Preliminary Plat of "Brookside Terrace" for
six single-family lots at the northwest corner of Nowthen Blvd. NW and 151st Lane NW
(Brookside Construction, Inc.)..... 7

 7.02: Adopt Resolution #25-204 Approving a Conditional Use Permit for an Off-Premises
Digital Billboard Sign at 6111 Highway 10 NW (Kenjoh Outdoor Advertising) 9

 7.03: Introduce Ordinance #25-08 - Zoning Code Updates..... 11

8. MAYOR, COUNCIL AND STAFF INPUT 12

9. ADJOURNMENT..... 12

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

The Ramsey City Council conducted a regular meeting on Tuesday, September 9, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Ryan Heineman
Councilmember Kirsten Buscher
Councilmember Michael Olson
Councilmember Eric Peters
Councilmember Chris Riley
Councilmember Dan Specht (attended remotely)
Councilmember Shanna Stewart

Members Absent: None

Also Present: City Administrator Brian Hagen
Planning Manager Todd Larson
City Attorney Fritz Knaak

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Councilmember Riley, seconded by Councilmember Olson, to approve the agenda as presented.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

3. PRESENTATIONS

3.01: Presentation Proclaiming September 17–23, 2025, as Constitution Week

Mayor Heineman read the proclamation declaring September 17 through 23, 2025, as Constitution Week.

June Anderson with the Daughters of the American Revolution came forward and gave a brief background on the Daughters of the American Revolution. She thanked Ramsey for their partnership and support of Constitution Week.

4. CITIZEN INPUT

None.

5. CONSENT AGENDA

Motion by Councilmember Peters, seconded by Councilmember Olson, to approve the following items on the Consent Agenda:

- 5.01: Receive July 2025 Financial Reports - General Fund, EDA, and Enterprise Funds
- 5.02: Receive Cash and Investments for Period Ending August 31, 2025
- 5.03: Note the following Boards, Commissions, and Meeting Minutes:
 - Economic Development Authority - July 10, 2025
 - Environmental Policy Board - May 19, 2025.
 - Park and Rec Commission Meeting Minutes - July 10, 2025
- 5.04: Approve the Following Meeting Minutes:
 - 1) City Council Work Session dated August 26, 2025
 - 2) City Council Regular Session dated August 26, 2025
- 5.05: Approve Business License Applications
- 5.06: Adopt Resolution #25-210 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 21, 2025, through September 3, 2025.
- 5.07: Adopt Resolution #25-198 Approving the Terms of up to a \$50,000,000 Interfund Loan in Connection With Tax Increment Financing (TIF) No. 14 (The COR)
- 5.08: Adopt Resolution #25-202 to Enter into a Residential Recycling Program Agreement with Anoka County for 2026
- 5.09: Adopt Resolution #25-206 Approving First Amendment to Purchase Agreement and RORE; CorTrust Bank
- 5.10: Adopt Resolution #25-207 Approving Additional Geotechnical and Topographic Survey Services for Countryside Estates Street Reconstructions, Improvement Project #26-04
- 5.11: Adopt Resolution #25-208 Declaring Costs to be Assessed and Calling for a Public Hearing on Proposed Assessment for Past-Due Charges on Municipal Utility Bills (which may include water, sewer, street lighting, recycling, storm water charges, and penalties incurred) and Current Services Rendered.

- 5:12: Adopt Resolution #25-209 approving an amended development agreement for Trott Brook Crossing 3rd Addition.
- 5:13: Adopt Resolution #25-211 Approving the Purchase of the PreFab Restroom and Support Building for the Waterfront Park Improvement Project
- 5:14: Adopt Resolution #25-212 Approving a Monetary Donation to the Ramsey Police Association

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

6. PUBLIC HEARING

6.01: PUBLIC HEARING: Introduce Charter Recommended Ordinance #25-09 Amending Chapters 2, 3, and 7 of the City Charter

Presentation

City Administrator Hagen reviewed the Staff report in regard to the proposed amendments to Chapters 2, 3, and 7 of the City Charter.

Public Hearing

Mayor Heineman called the public hearing to order at 7:12 p.m.

Citizen Input

None.

Motion by Councilmember Riley, seconded by Councilmember Olson, to close the public hearing.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye

Councilmember Peters aye
Mayor Heineman aye

Motion carried.

Mayor Heineman closed the public hearing at 7:12 p.m.

Council Business

Motion by Councilmember Peters, seconded by Councilmember Olson, to introduce Ordinance #25-09 Amending Chapters 2, 3, and 7 of the City Charter.

A roll call vote was performed:

Councilmember Buscher aye
Councilmember Riley aye
Councilmember Stewart aye
Councilmember Olson aye
Councilmember Specht aye
Councilmember Peters aye
Mayor Heineman aye

Motion carried.

6.02: PUBLIC HEARING: Adopt Resolution #25-201 Vacating an Easement in Haubrich Addition.

Presentation

Planning Manager Larson reviewed the Staff report concerning the request to vacate an easement in Haubrich Addition.

Public Hearing

Mayor Heineman called the public hearing to order at 7:15 p.m.

Citizen Input

Chris Weiss, 5907 151st Lane, came forward and shared that his property is right next to this easement. He said he would like it on the record that he has been told numerous times that the easement is allowed to flow over the pond. He shared that he is concerned about the amount of fill that will need to be brought in to build a lot next to him. He stated he has a shed on his property, and with the location of the new pond, if it floods over, he would not be able to access his shed.

Planning Manager Larson shared that this new plat has a grading plan with a stormwater basin. He said this stormwater management plan will need to be reviewed and approved by the Lower Rum River Watershed Management Organization.

Motion by Councilmember Riley, seconded by Councilmember Peters, to close the public hearing.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

Mayor Heineman closed the public hearing at 7:18 p.m.

Council Business

Planning Manager Larson reviewed the Staff report in regard to the preliminary plat request for this lot, which is identified in item 7.01.

Ron Sivigny, Brookside Construction, came forward and shared that he has already received the permit from the Lower Rum River Watershed Management Organization.

Councilmember Buscher asked Mr. Weiss if he feels that his questions and concerns have been resolved.

Mr. Weiss noted that just because this lot is subdivided does not mean that it is buildable. He asked how much fill will have to be brought in to support building on the lot and where it will drain. He said he wants to make sure that issues will be handled properly if they arise.

Planning Manager Larson shared that City Engineer/Public Works Director Westby has reviewed this request and agrees with the calculations and the findings. He added that the Lower Rum River Watershed Management Organization conducts the same review, but in more detail.

Mr. Sivigny explained that everything is currently draining into Mr. Weiss' yard. He said he sees this as only making things better for his property, as the new lot will tie to the holding pond.

Planning Manager Larson shared that the engineering department reviews the grading plans and would likely have a better answer to the fill question. He stated he believes a lot of it will be balanced on-site.

Mr. Sivigny explained that a lot of the dirt from the pond will be brought in as fill for the lot. He said their goal is to build on lots as they are, without any major grading, so they hope to do minimal grading on this lot.

Councilmember Riley asked if there is an issue with flooding on Mr. Weiss' property due to the pond, and how it would be resolved.

Planning Manager Larson shared that there is a drainage easement on Mr. Weiss' property where water can legally flow. He added that they do not expect there to be any issues with this outside of a massive flood event. He noted that if there are any issues, then the engineering Staff would be able to address them.

Mayor Heineman asked if the drainage easements account for the water that would come from the lot to the east.

Planning Manager Larson explained that the current rule is that water has to be kept on site.

Mayor Heineman asked if Mr. Weiss would be able to request a reduction in the size of this easement in the future if there is less water coming from the east lot.

Planning Manager Larson said they would have to do additional calculations of the topography to make this determination. He stated that the resident could bring this easement back forward for consideration in the future if they so choose.

Motion by Councilmember Olson, seconded by Councilmember Peters, to adopt Resolution #25-201 Vacating an Easement in Haubrich Addition.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #25-205 Approving Preliminary Plat of "Brookside Terrace" for six single-family lots at the northwest corner of Nowthen Blvd. NW and 151st Lane NW (Brookside Construction, Inc.).

Planning Manager Larson reviewed the Staff report for this item during item 6.02. He shared the Planning Commission's recommendation of approval.

Councilmember Peters asked what the rest of this approval process would look like if approved.

Planning Manager Larson shared that this would be brought back forward at the next meeting for the final plat and the development agreement.

Motion by Councilmember Peters, seconded by Councilmember Olson, to adopt Resolution #25-205 Approving the Preliminary Plat of "Brookside Terrace."

Further discussion:

Mayor Heineman shared that he will be supporting this request, as this request fits the use of the area, and he is supportive of the property owner doing what they would like with their property.

Councilmember Buscher encouraged Mr. Weiss to be in touch with the Council as this process moves forward if he has any other questions and concerns.

Steve Croteau, 5939 151st Lane, came forward and shared that he attended the preliminary hearing at the Planning Commission meeting, where he presented some concerns regarding overflow parking that happens on 151st Lane near County Road 5. He noted that this project will increase the traffic in the area, and he sees the potential for accidents in this area.

Glenn Weakley, 5931 151st Lane, came forward and shared that he is also concerned with the overflow parking in this area. He noted that there has been a comment made that many residents have requested a sidewalk through this area. He asked how many residents in the area have requested this, as he thinks they should survey the whole neighborhood before making this decision. He added that he believes that the school district should come up with a plan and present it to the neighborhood as to how they plan to address the overflow parking on this road.

Councilmember Stewart shared that she will be supporting this request. She said that while she does not like to see this land divided up, it is being done the right way, and in the phases that this area has been done, she can support it.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

7.02: Adopt Resolution #25-204 Approving a Conditional Use Permit for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW (Kenjoh Outdoor Advertising)

Planning Manager Larson reviewed the Staff report regarding the Conditional Use Permit for an off-premises digital billboard sign at 6111 Highway 10 NW. He shared the Planning Commission's recommendation of approval.

Josh Gilleland, iDigital Outdoor, came forward and passed out packets to the Council with information regarding a request he had put in for a digital billboard to the east, which also did not meet the two-mile distance requirements. He shared that he had discussed their application with Staff and was told that if the sign was within two miles of another sign, then it would not be approved. He stated that because of this direction from Staff, they did not pursue the application any further. He noted that the letter that they received from Staff stated that if they wanted to move forward with a Conditional Use Permit, then they must submit a survey showing that the survey was outside of the two-mile distance requirement. He noted that a variance was never discussed with them when they pursued this request. He said he would like this to be a fair and equitable situation and asked the Council to change the City sign code if they are willing to allow a sign within two miles of another sign and to allow them to also resubmit their application. He noted that there is only one property in the City that is not within two miles of another digital billboard, and it is in the Riverwalk Village HOA.

Councilmember Specht asked why the original applicant was told their request would not be approved.

Planning Manager Larson explained that iDigital did submit an application; however, it was missing necessary documentation, including the application fee and the property owner's signature. He noted that iDigital applied for a Conditional Use Permit, and their application did not meet the requirements of the Conditional Use Permit. He said that they could have applied for a variance if they wanted to pursue this option.

Councilmember Specht asked if Staff ever informed iDigital that they could pursue a variance request.

Planning Manager Larson said he was not sure.

Scott Levine, the applicant, came forward and shared that when he originally reached out to the City, he shared that he was aware that a variance was needed for this request. He said that Planning Manager Larson did not give them an indication either way as to whether or not this would be approved. He added that they received the MnDOT permit for this digital billboard. He noted that the other digital billboards in the City belong to iDigital.

Councilmember Buscher acknowledged the effort that iDigital put into their initial application. She noted that in the emails between them and Staff, it seems like Planning Manager Larson was trying very hard to help and get them to a positive outcome. She stated she sees that Planning Manager Larson did his due diligence in this situation to try to help iDigital.

Councilmember Riley asked if they are under a time constraint to make a decision this evening.

Planning Manager Larson said they are within the 60-day requirement, but the Council can extend this time period for good reason.

Councilmember Riley said he would like to table this item as the Council has just been presented with a lot of new information that was not in the Staff packet, and he does not feel like he is ready to make a confident decision.

Councilmember Specht said he would not support this variance as he does not want to distract from the overpass on Highway 10 as you come into the City.

Councilmember Stewart agreed with Councilmember Buscher that the email correspondence provided by iDigital shows that Planning Manager Larson did his due diligence to help them with their application.

Mr. Gilleland shared that Planning Manager Larson did not do anything wrong. He added that they also had a number of phone conversations that also discussed this. He said they were given the direction that if they wanted to move forward with their application, then they would need to conduct a survey that shows that the sign is outside of the two-mile requirement from the other digital billboard. He stated they knew they would not be able to prove it was more than two miles away from another sign, so they did not see a reason to submit an application. He added that with other applications in the past, they paid the application fee after the application had been reviewed by Staff.

Mr. Levine noted that he understood the intent of the City Code to have one digital billboard on the east side of the City, one on the west side of the City, and one in the center.

Motion by Councilmember Stewart, seconded by Councilmember Peters, to adopt Resolution #25-204 approving a conditional use permit for an off-premises digital billboard sign at 6111 Highway 10 NW.

Further discussion:

Mayor Heineman said he is not in favor of approving this Conditional Use Permit, as he would like to see the item tabled for further review of the newly provided information.

Councilmember Specht encouraged the Council to think about what they want Ramsey to look like when they are driving into the City, as this digital billboard would change the look of the landscape as people enter the City.

Councilmember Buscher shared that she will also be voting against this, as she would like to see the request tabled for further review.

Councilmember Olson agreed.

A roll call vote was performed:

Councilmember Buscher	nay
Councilmember Riley	nay
Councilmember Stewart	aye
Councilmember Olson	nay
Councilmember Specht	nay
Councilmember Peters	aye
Mayor Heineman	nay

Motion failed.

Planning Manager Larson shared that if they choose to table this item, then they will have to state what they hope to get out of the additional review time.

City Attorney Knaak shared that if they do not take action on this by the specified end date, then the application would be automatically approved. He said they need to provide the applicant with the reason and the facts as to why they are extending the deadline.

Motion by Councilmember Riley, seconded by Councilmember Olson, to table this item for 60 days to give the Council additional time to do their due diligence on the additional information provided this evening.

Further discussion:

Councilmember Buscher asked if the variance had already been approved for this property.

Planning Manager Larson shared that the Planning Commission has variance approval authority, and they approved this request. He added that the Council can appeal this approval within 10 days.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	nay
Councilmember Olson	aye
Councilmember Specht	nay
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

7.03: Introduce Ordinance #25-08 - Zoning Code Updates

Planning Manager Larson reviewed the Staff report concerning updates to the zoning code. He shared the Planning Commission's recommendation of approval.

Councilmember Specht thanked Staff for their work on these updates.

Motion by Councilmember Peters, seconded by Councilmember Olson, to introduce Ordinance #25-08 Amending Chapter 106 Pertaining to the Zoning Code.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events.

Councilmember Buscher thanked Staff for all of the work they put into Happy Days.

9. ADJOURNMENT

Motion by Councilmember Peters, seconded by Councilmember Olson, to adjourn the meeting.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

The regular meeting of the City Council adjourned at 8:27 p.m.

Respectfully submitted,

Brian S. Hagen
City Administrator

ATTEST:

Katie M. Schmidt
City Clerk

Drafted by Ava Major
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.