

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
AGENDA

June 27, 2018 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ___ LEEHY__X__ BROWN THUNDER__X__
MIAZGA__X__ GUSTAFSON__X__

STAFF PRESENT: THONGVANH__X__

- C. PRESENTATIONS:

Council Member Gustafson

Amend the Policy Items and add the Resolution accepting the resignation of Council Member Brown Thunder and declare a vacancy on the City Council.

1. Annual Fire Report

Rich Hinrichs, Fire Chief

Fire Chief, Rich Hinrichs, presented the Fire Department annual report for 2017. The 2017 budget amount was \$153,970.00 with a surplus of 4.09%. Everything was on targeted and repaired cost increased with aging equipment that needed to be repaired. Revenue came from the City of Lauderdale fire calls at \$34,191.19. Accident cleanup revenue went over five thousand and is at \$5,290.00. The city of Falcon Heights received \$7,535.62 grant from Minnesota Board of Firefighter Training and Education, and the Ramsey County Emergency Management and Homeland Security Equipment also granted the City about \$7,700.00 where it will go towards equipment. Adding on, the City also got a \$2,500.00 matching grant from Minnesota DNR, and it went towards radio and pagers. The State of Minnesota Fire Relief Association pension contribution was \$55,582.00 which has no city cost and contribution because everything was state fund.

2017 Apparatus and Equipment and the oldest one is the 2001 Freightliner, the primary vehicle that is being used the most is the 2005 sterling, and the 2014 pierce ladder depending on the types of calls. The 1998 Chevrolet was the vehicle that required a lot of repairs and maintenance due to aging and equipment are hard to find nowadays. What the summary calls for last year was 119 which is only a number short from 2016 with 120 calls; however, 2018 calls the year to date is higher than last year by 23 calls. Summer season typically shows more calls than other seasons due to the fact with more daylight, outdoor activities at home and more. Total calls by service area were 68 calls from Falcon Heights, 48 from Lauderdale and three from outside of service area.

The average response time in 2017 was 5 minutes and 6 seconds, and average response for emergency and non-emergence calls was 6 minutes and 24 seconds. The busiest day of the week for calls are Thursdays with the average of 19.3% (23 of 119) and the most active months for calls were July and August which both has 12.6 average (15 of 119). The busiest time for calls usually falls between 16:00 to 20:00 hours which average out to 32.8% (39 of 119). The fire department responded to 68 calls in Falcon Heights and 48 calls in Lauderdale and three out of city calls included one mutual aid structure fire in Roseville. The estimated fire loss was valued at \$81,515.00. Noteworthy calls in 2017 included motor vehicle collision inside a building that was known as the former service station in Lauderdale, anime and wildlife rescues.

The members of the falcon heights fire department participated in over 1,600 hours of in-house training in 2017. The fire department offered 83 training drills averaging 7 per month. Over 600+ hours of additional off-site training exercises such as North Suburban Haz-Mat Team training, out of state FEMA training, weekend state fire schools for continuing education courses, along with training for new firefighters which includes firefighter i/ii, hazardous materials, first responder or emergency medical technician (EMT).

Council Member Leehy

Would like Fire Chief Rich Hinrichs to give recommendations for residents to help eliminate false alarms and partnership with volunteering that they assisted with some of the training and as a CERTS. I have been one of those volunteers in the past and am wondering if that is still taking place.

Rich Hinrichs, Fire Chief

The fire department haven't had any joint trainings with the CERTs in the last couple years, and haven't heard any new CERT classes from existing members. False alarms can be reduced by checking smoke detectors or CO monitors; such as the reading the prints at the back and checking the batteries or check the detectors for any malfunctions. Detectors and monitors are good for 5-7 years and must be updated after that. Advise residents to pay attention to the chirp noises because it just means the battery is low or not working and not an alarm.

2. Approve Comprehensive Surface Water Management Plan Update
 - a. Rice Creek Watershed District's Correction - Ramsey County Ditch 2, 3, and 5

Jesse Freihammer, City Engineer

The City of Falcon Heights is required by State Statute to have a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the watershed district plans. The Comprehensive Surface Water Management Plan (CSWMP) was adopted in 1990 and an update was made in 2003.

CSWMP Update Goals

- New/innovative implementation ideas

- Update goals and policies and issues assessment
- New issues/Issues Assessment Map
- Resolved Issues Section
- Education & Outreach
- Alignment with 2 Watershed Districts
- Inclusion of TMDL's

The City is part two watersheds. They are Capital Region and Rice Creek.

On October 12th, 2016, the City council approved an engineering services contract with SEH, Inc. to complete the plan update. City staffs and SEH worked together with the Environment Commission on developing this plan update. The CSWMP draft was sent to the Metropolitan Council, and Ramsey County and after reviewing the draft and gave comments, there were many revisions such as:

- Flow paths and modeled stormwater volumes and flow rates are now referenced to corresponding watershed district management plan
- Primary role of watershed districts as the drainage authority over public drainage systems (Ramsey County Ditch 4 & 5, Ditch 10)
- Waste load allocation references for Como Lake, Pike Lake/Long Lake South & Upper Mississippi River
- Added clarification and additional details to the Issues Assessment portion of the plan and incorporates a clear linkage between our identified problems, how our projects were identified and prioritized, and how they will be implemented.
- Created an Implementation Plan and schedule that includes costs for projects over the next 10 years.
- Added a Minnesota Land Cover Classification System Map

Presentation can be found at Falcon Heights website under the Agenda.

Council Member Leehy

Motion to approve Comprehensive Surface Water Management Plan Update

Council Member Leehy Moved, Approved 4-0

D. APPROVAL OF MINUTES:

1. June 13, 2018 City Council Meeting Minutes

Approved

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 6/20/18 \$60,477.42

- a. Payroll through: 6/15/18 \$25,542.04
2. Mower Replacement
3. GASB Statement 75 -Agreement for Consulting Services
4. Target - Soccer Grant Application

City Administrator Thongvanh

Reminded Council members that Consent Agenda #2 replacement was scheduled in 2016 but from recommendation of Public Works Director Tim Pittman and it was the same time when the AC unit on top of the city hall was breaking down. It was recommended from Tim Pittman to delayed the mower replacement and focused on the AC unit and bring it to the council members at a later date. Now that the AC is taken care of would like to bring it to the council members.

The new mower replacement will be used for a variety of uses such as mowing, sweeping, and snow removal. This equipment is on a five-year replacement schedule for to the continuous use that it endures throughout all seasons. The quotes from Midwest Machinery Co. is \$25,685.00, and Minnesota Equipment, Inc. is \$26,243.50 and would like the Council members to approve the bid from Midwest Machinery Co. for the amount of \$25,685.00.

Council Member Miazga Moved, Approved 4-0

G: POLICY ITEMS:

1. 2017 PMP - Change Order #7 and Payment #8

Jesse Freihammer, City Engineer

Would like an approval of a Change Order #7 and approval for Payment #8 in the 2017 PMP. Change Order #7 is needed for the project over the winter and putted temporary paving next to the protected curb so there wasn't any item to build it off and decided to pave it. Also didn't have an item adjusted grant to get all manholes up.

Payment #8 in the amount of \$230,455.06 and includes the following work: Concrete Work and Milling, Final Pavement and utility adjustments. With this pay estimate, the total amount paid to date on this project is \$1,455,205.45 or 97.53% of the contract amount. With this payment the retainage on the project has been reduced to 1% or \$14,699.04. Final acceptance and final payment is anticipated by the end of July. Of the \$230,455.06 being paid to the contractor, \$18,848.02 will be reimbursed to the City by Saint Paul Regional Water Services for watermain related work. This project is being funded from the following sources: Special Assessments, Municipal State Aid (MSA) dollars, City funds (infrastructure, utility), Saint Paul Regional Water Services

Council Member Brown Thunder Moved, Approved 4-0

2. Resolution accepting the resignation of Council Member Brown Thunder and declare of vacancy on the City Council

Council Member Brown Thunder

Leaving the City of Falcon Heights Council members. Both of his daughters are currently living in California and the third daughter will be going there soon. Also, his wife took a position in Los Angeles at Orange County College and the family is excited to move.

Resolution can be found on Falcon Heights website under Agenda.

Council Member Gustafson Moved, Approved 4-0

H. INFORMATION/ANNOUNCEMENTS

Council Member Miazga

- Planning Commission met was on June 26 and discussed the 2040 Comprehensive Plan and updated plan. The Comp Plan is in the six months review phase, and citizens are encouraged to send feedbacks to Sack and can view the draft on the Falcon Heights' website. Planning Commission will be having a booth at the Ice Cream Social & Hotdog with a Deputy on July 19 at Community Park at 5 pm and is a great chance to provide feedback on the Comp Plan.
- Restoration Day is July 6 and Unity Day is July 7.
- Currently working with City Administrator Thongvanh on the community survey and it should be out to the public by September.

Council Member Leehy

- Park Commission is looking for volunteer commissioners, and it's a busy season with summer programs and Rec on the Go. On June 26 there were 15 participants, and the final session is on Tuesday, July 10, 9 am - 11 pm, and it is a preprogramming for the participants.
- Ice Cream Social & Hotdog with a Deputy on July 19 5:00 pm to 7:00 pm and it is a Free event and great way to meet new people.
- Restoration Day is July 6 an opportunity to interact with neighbors, meet new people, rebuild or restore, and create relationships and Unity Day is July 7 which means the healing has begun. Adding on, on Unity day the Castile's family will be doing a partying at the City Hall on the green space at 5 pm and free food provided by Clearance who is Philando's uncle.

Council Member Brown Thunder

- Informed NYFS about his resignation and will appoint someone to the board. It includes board meetings plus committee among the program and fundraising. A great organization to be a part of and will talk to City Administrator Thongvanh about appointing someone to the board.

Council Member Gustafson

- Community Engagement Commission was on June 18 and new staff liaison Amanda Lor is settling into her role and will help make sure she is caught up. At the meeting, we discussed about continuing and promote the recommendations that were handed to us from the Falcon Heights Taskforce on inclusion and increasing policy.
- The next meeting will be canceled because members of the commissioners will be attending the Ice Cream Social & Hotdog with a Deputy on July 19 5:00 pm to 7:00 pm. Tim Sandvik and Amanda Lor will be working on the event.
- Tim Sandvik and Amanda Lor attended the annual Human Rights Summit on Tuesday, June 26 and reported that it was a great event and heard what other cities are doing to promote Human Rights Commission event and will bring it to the August 20 meeting.
- There is an opening on the commission and residents can apply online or call the city hall.
- Nite to Unite coordination by the sheriff's office for deputy visits and the registration is online. The newsletter will be sent out with information and link.

City Administrator Thongvanh

- Council members Miazga, Leehy, Gustafson, Mayor Lindstrom, and I attended the League of Minnesota Cities at the League's Annual Conference, and the City of Falcon Heights has been recognized with a 2018 City of Excellence Award for its "Policing & Inclusion Community Initiative."
- Would like residents to read the newsletters about Crime Prevention Tips. Whether you are leaving for a weekend at the cabin or planning for weeks on the road, the Sheriff's Office reminds you to take steps to keep your home secure while you are on vacation. Examples can be, informing your neighbors so that they can help watch your house, and set the ringer on your telephone to low. A ringing unanswered phone is a sign no one is home.
- After accepting the resignation of Council Member Brown Thunder, next steps and process will be discussed at next City Council Workshop. It will be similar to when previous Council Member Keith Gosline left.
- The budget workshop is on August.

I. COMMUNITY FORUM:

J. ADJOURNMENT: 8:14 P.M.



Randy Gustafson, Mayor Pro-Tem

Dated this 27th day of June, 2018



Sack Thongvanh, City Administrator