

City of Falcon Heights
Regular Meeting of the City Council
City Hall
2077 W. Larpenteur Avenue

March 26, 1997
A G E N D A

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ ___ GIBSON TALBOT ___ HUSTAD ___
 JACOBS ___ KUETTEL ___ HOYT ___ ASLESON ___
 ATTORNEY ___ ENGINEER ___
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: February 26, 1997
 March 5, 1997
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
 - 1. (a) General disbursements through 3/20/97, \$109,729.40
 (b) Payroll, 2/16/97 to 2/28,97, \$11,559.81
 (c) Payroll, 3/1/97 to 3/14/97, \$11,060.72
 - 2. Licenses
 - 3. Request for authorization to hire a streetsweeper for the city's
 spring and fall streetsweeping
 - 4. Awarding contracts for tree removal and incidental tree trimming
 for 1997
 - 5. Authorization to purchase fax machine
- G. POLICY AGENDA:
 - 1. Consideration of a resolution preparing the assessment roll for the
 Lindig Street public improvements
 - 2. Consideration of a resolution scheduling a public hearing on the
 Lindig Street assessments
 - 3. Report of the GIS Joint Powers Agreement
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

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(c) Payroll, 3/1/97 to 3/14/97, \$11,060.72 **(Tab #2)**
 - 2. Licenses **(Tab #3)**
 - 3. Request for authorization to hire a streetsweeper for the city's spring and fall streetsweeping **(Tab #4)**
 - 4. Awarding contracts for tree removal and incidental tree trimming for 1997 **(Tab #5)**
 - 5. Authorization to purchase fax machine **(Tab #6)**
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 - 2. Consideration of a resolution scheduling a public hearing on the Lindig Street assessments **(Tab #8)**
 - 3. Report of the GIS Joint Powers Agreement **(Tab #9)**
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CITY OF FALCON HEIGHTS
SPECIAL CITY COUNCIL MEETING
MINUTES OF MARCH 5, 1997

DRAFT

Mayor Gehrz convened the meeting at 6:37 p.m.

PRESENT

Gehrz, Gibson Talbot, Hustad, Jacobs, and Kuettel. Also present were Hoyt and Asleson.

CONSENT AGENDA APPROVED

Motion was made by Councilmember Jacobs to approve the following consent agenda item. Motion passed unanimously.

1. Approval of the appointments of Mark Allen and Jospheh Krajewski to the Fire/Rescue Department

POLICY AGENDA

There was no policy agenda for consideration.

ADJOURNMENT

The meeting adjourned at 6:38 p.m. Following adjournment, the city council received updates on public safety activities from Falcon Heights Fire Chief Baumann, Dave Huisenga and Tim Butler from St. Paul Fire, St. Anthony Police Chief Engstrom, and City Prosecutor Martin Costello.

Susan L. Gehrz, Mayor

Carla Asleson
Recording Secretary

**CITY OF FALCON HEIGHTS
REGULAR CITY COUNCIL MEETING
MINUTES OF FEBRUARY 26, 1997**

DRAFT

Mayor Gehrz convened the meeting at 7:03 p.m.

PRESENT

Gehrz, Gibson Talbot, Jacobs, and Kuettel. Also present were Hoyt and Asleson.

ABSENT

Hustad.

COMMUNITY FORUM

There was no one wishing to take advantage of the community forum.

MINUTES OF FEBRUARY 12, 1997

Minutes were approved by unanimous consent.

CONSENT AGENDA APPROVED

Motion was made by Councilmember Kuettel to approve the following consent agenda. Motion passed unanimously.

1. Disbursements
2. Authorization to purchase fire hydrant marking system
3. Approval of Resolution 97-07, authorizing Lions Club/MNDoT Roadside Landscape Partnership application
4. Scheduling a March 5 city council workshop at 6:30 p.m.
5. Appointment to the Middle Mississippi Watershed Management Organization
6. Approval of request by the Roseville Jaycees to use the Community Park building for the purpose of conducting a fund-raising garage sale

POLICY AGENDA

CONSIDERATION OF 1997 VOLUNTEER RECOGNITION ACTIVITIES

The council discussed possible ways to recognize the city's volunteers, such as commissioners and task force members. In lieu of a volunteer dinner, the council agreed to recognize volunteers in the following ways: recognition of volunteers by name in the city newsletter; a letter of thanks signed by the appropriate councilmember sent to each volunteer along with a city t-shirt during Volunteer Week in April; and a short recognition program during the July Ice Cream Social.

HOSTING OF AN INTERGENERATIONAL DIALOGUE

Mayor Gehrz updated the city council on the Intergenerational Dialogue planned for May 31. The Keeping Connected Task Force will be assisting with the forum and with recruiting participants. Councilmembers were also asked to recruit participants where appropriate.

CONSIDERATION OF AGREEMENT FOR PURCHASING UTILITY BILLING SERVICES FROM THE ST. PAUL WATER UTILITY

Administrator Hoyt reported that staff had been working with the St. Paul Water Utility in anticipation of transferring utility billing to the utility later in the spring. This arrangement will enable residents and businesses to pay their water bill and their sewer/recycling bill at the same time. The city attorney has reviewed the proposed agreement for billing services and found it satisfactory.

Motion was made by Councilmember Jacobs to approve the agreement between the City of Falcon Heights and the St. Paul Water Utility for utility billing services. Motion passed unanimously.

CONSIDERATION OF THE FIRST PHASE OF CONSTRUCTION ON LARPENTEUR AVENUE

Administrator Hoyt reported that Ramsey County had received bids on the first section of the Larpenteur Avenue project. The county would like the city to indicate that it is willing to pay for the city's portion of the project. The city is directly responsible for paying for the special concrete sidewalk and crosswalk and for storm sewer costs. Municipal State Aid will pay for the curb and gutter, sidewalk, and opticom signal costs.

The county estimated that the special pavement treatments would come in at \$35,000 and the bids came in at \$80,000. The engineer and landscape architect are reviewing this element of the plan to determine if there are means to reduce these costs without losing the design element. The council then discussed the priority of the colored concrete relative to the other pieces of the streetscape project and directed the Administrator to pass along their comments to the project designer.

Motion was made by Councilmember Gibson Talbot to approve the city's participation in phase 1 of the Larpenteur Avenue project, but to make the participation contingent upon the city's amendments to the sidewalk special pavement and crosswalk treatment to reduce the costs of this design element to meet city expenditures in the overall streetscape project. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 8:08 p.m.

Susan L. Gehrz, Mayor

Carla Asleson
Recording Secretary

CONSENT
Meeting Date: 3/26/97
Item: 1

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, Accountant

EXPLANATION/SUMMARY:

- a. General disbursements through 3/20/97, \$109,729.40
- b. Payroll, 2/16/97 to 2/28/97, \$11,559.81
- c. Payroll, 3/1/97 to 3/14/97, \$11,060.72

ACTION REQUESTED: Approval

a.

APPROVAL OF BILLS
PERIOD ENDING: 3-20-97_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	MINNESOTA STATE TREASURER	4TH QTR BLDG PERMITS	-----	107.11
34612	WAUSAU INSURANCE CO	REFUND SARA VANLANKVELT	-----	521.60
	BERNARDY, CONNIE LANNERS	PROF SVC MARCH16-31,1997	-----	1,102.40
	*** TOTAL FOR DEPT 00			1,731.11
	HERMES FLORAL COMPANY	FLORAL/POLICE OPENHOUSE	LEGISLAT	46.00
	NELSON CHEESE FACTORY	3/5/97 WORKSHOP	LEGISLAT	51.51
	*** TOTAL FOR DEPT 11			97.51
	CARLA ASLESON	MCGOA MEEING MILEAGE REI	ADMINIST	49.97
	AMERICAN OFFICE PRODUCTS	COPY PAPER	ADMINIST	372.23
	AMERICAN OFFICE PRODUCTS	NAME BADGES / LABELS	ADMINIST	79.96
	CASH	COFFEE	ADMINIST	22.16
	CASH	MISC	ADMINIST	1.31
34614	FIRST BANK N.A.	3/14 FED WITHHOLDINGS	ADMINIST	3,706.46
	LEAGUE OF MN CITIES	WORKMANS COMP INS ADJ	ADMINIST	59.00
34615	MN DEPARTMENT OF REVENUE	3/14 STATE WITHHOLDINGS	ADMINIST	0.00
34615	MN DEPARTMENT OF REVENUE	3/97 INS PREMIUMS	ADMINIST	711.22
	PERA	PERA 3/15/97 WITHHOLDING	ADMINIST	1,147.58
	PHILLIPS, PATRICIA	MILEAGE REIMBURSEMENT	ADMINIST	5.52
	PHILLIPS, PATRICIA	SPONGES FOR KITCHEN	ADMINIST	2.12
	PHILLIPS, PATRICIA	LUNCHEON M. SCHROEDER	ADMINIST	3.92
	RAMSEY COUNTY	3/97 INS PREMIUMS	ADMINIST	2,884.29
34613	TAFF, SUSAN HOYT	REIMBURSEM WASHDC EXPS	ADMINIST	405.96
	TAFF, SUSAN HOYT	3/97 CAR ALLOWANCE	ADMINIST	165.00
	*** TOTAL FOR DEPT 12			9,616.70
	AGA	1997 MEMBERSHIP	FINANCE	65.00
	CARLA ASLESON	BANK DEPOSITS MILEAGE	FINANCE	1.58
	AMERICAN OFFICE PRODUCTS	SS LABELS & TAPE CARTRDG	FINANCE	93.06
	AMERICAN OFFICE PRODUCTS	COMPUTER DATA CARTRIDGES	FINANCE	93.86
	CASH	CERTIFIED MAIL	FINANCE	4.72
	ROLAND OLSON	BANK AND CONFERENCE MILE	FINANCE	54.56
	RAMSEY COUNTY	DEBT SCHEDULE FEE/AUDITR	FINANCE	30.00
	*** TOTAL FOR DEPT 13			342.78
	LEONARD, STREET & DEINARD	GENERAL F.H. LEGAL ITEMS	LEGAL	122.05
	*** TOTAL FOR DEPT 14			122.05
	TARGET	MISC ELECTION SUPPLIES	ELECTION	4.88
	*** TOTAL FOR DEPT 15			4.88
	CASH	CUPS/SUPPLIES FOR ELECTI	COMMUNIC	2.01
	CASH	PRIMARY, FOOD, JUDGES	COMMUNIC	53.28
	CASH	ELECTION FOOD FOR JUDGES	COMMUNIC	27.24
	NORTH SUBURBAN	97 CABLE CONTRIBUTION	COMMUNIC	5,518.70
	TARGET	LARP BUSINESSMN BREAKFST	COMMUNIC	20.05
	TARGET	STAFF PHOTOS	COMMUNIC	8.71
	U.S. POSTMASTER	NEWSLETTER POSTAGE	COMMUNIC	383.96
	*** TOTAL FOR DEPT 16			6,013.95
	CARLA ASLESON	PLANNING CONF MILEAGE	PLANNING	12.60
	CARLA ASLESON	MISC SUPLIES	PLANNING	11.00

APPROVAL OF BILLS
PERIOD ENDING: 3-20-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	DAVID W. KRIESEL, INC.	3/97 BLDG INSPECTIONS	PLANNING	550.00
	DAVID W. KRIESEL, INC.	1ST QTR PLUMBING FEES	PLANNING	209.25
	PAKOY, GENE	1ST WTR FEES 97-01/97-11	PLANNING	605.81
	*** TOTAL FOR DEPT 17			1,388.66
	CASH	TOBACCO CHECK BY SAPD	POLICE	5.07
	ST. ANTHONY VILLAGE	MARCH POLICE SVCS	POLICE	29,113.75
	*** TOTAL FOR DEPT 22			29,118.82
	HUGHES & COSTELLO	3/96 PROSECUTION	PROSECUT	2,113.65
	*** TOTAL FOR DEPT 23			2,113.65
	METRO FIRE	FRIEGHT CHRGS-HYDRANT	FIRE FIG	20.25
	NATIONAL FIRE PROTECTION	97 MEMBERESHIP	FIRE FIG	95.00
	RAMSEY CLINIC	IMMUNIZATION D. LEMAY	FIRE FIG	11.00
	ROSEVILLE FIRE DEPT ACCOU	SECTOR BOARD, CREW BOARD	FIRE FIG	217.00
	TWIN CITIES SERVICE CTR	BATTERIES FOR PAGERS	FIRE FIG	107.85
	USWEST COMMUNICATIONS	3/97 PHONE 644-5575	FIRE FIG	60.82
	*** TOTAL FOR DEPT 24			519.92
	N. SUBURBAN GAVEL ASSOC.	GAVEL ASSOC LEADERSHIP C	FIRE PRE	15.00
	*** TOTAL FOR DEPT 25			15.00
	MCI	2/13/97 TO 3/7/97 LONG D	CITY HAL	22.51
	METRO GARAGE DOOR CO.	GARAGE DOOR REPAIR	CITY HAL	102.40
	NSP	ELECT 2-3 TO 3-3-97	CITY HAL	1,509.61
	NSP	GAS 2-3 TO 3-3-97	CITY HAL	1,952.64
	OXYGEN SERVICE COMPANY	ACETYLINE/OXYGEN 2/97	CITY HAL	9.00
	TARGET	BATHROOM SUPPLIES	CITY HAL	10.61
	USWEST COMMUNICATIONS	3/97 PHONE 644-5050	CITY HAL	352.66
	*** TOTAL FOR DEPT 31			3,959.43
	T.A. SCHIFSKY & SONS, INC	SALES TAX ON PRIOR INVOI	STREETS	3.98
	*** TOTAL FOR DEPT 32			3.98
	MAIER STEWART & ASSOC.	F.H. GENERAL SVC 2/97	ENGINEER	354.88
	*** TOTAL FOR DEPT 33			354.88
	NSP	ELECT/GAS 2-3 TO 3-4-97	PARK & R	558.17
	NSP	ELECT 2-1 TO 2-28-97	PARK & R	51.51
	NSP	ELECT/GAS 2-6 TO 3-7-97	PARK & R	182.17
	TARGET	BAND AIDS/REC SUPPLIES	PARK & R	6.36
	TARGET	MAINTENANCE SUPPLIES	PARK & R	22.08
	USWEST COMMUNICATIONS	3/20/97 PHONE 646-9186	PARK & R	57.30
	*** TOTAL FOR DEPT 41			877.59
	TARGET	CANDY-DEAD OF WTR CELEBR	PARK PRO	15.87
	*** TOTAL FOR DEPT 50			15.87
	NSP	ELECT 2-1 TO 3-1-97	STREET L	4,057.03
	*** TOTAL FOR DEPT 54			4,057.03
	U.S. POSTMASTER	NEWSLETTER POSTAGE	SOLID WA	50.00

APPROVAL OF BILLS
PERIOD ENDING: 3-20-97_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
*** TOTAL FOR DEPT 56				50.00
	FIRST TRUST NATL. ASSOC.	FINAL FEES 1984R TIF	84R TIF	1,017.50
*** TOTAL FOR DEPT 58				1,017.50
	MAIER STEWART & ASSOC.	SNELLING AVE MSA REIME	INFRASTR	67.00
*** TOTAL FOR DEPT 71				67.00
	LEONARD, STREET & DEINARD	REVIEW SEWER AGREEMENT	SANITARY	118.75
	METROPOLITAN COUNCIL	4/97 SEWER SERVICES	SANITARY	29,759.00
	NSP	ELECTRIC 2-3 TO 3-3-97	SANITARY	32.11
	NSP	ELECT 2-6 TO 3-7-97	SANITARY	109.26
	NSP	ELET 2-6 TO 3-7-97	SANITARY	0.00
	NSP	ELECT 2-6 TO 3-7-97	SANITARY	13.10
*** TOTAL FOR DEPT 75				30,032.22
	MCMC EMS EDUCATION	EMT COURSE K. ANDERSON	RESCUE S	150.00
	OXYGEN SERVICE COMPANY	COMPRESSED AIR/OXYGEN	RESCUE S	36.00
*** TOTAL FOR DEPT 76				186.00
	CASSERLY MOLZAHN & ASSOC.	ADMIN FEES TIF CASHFLOW COMM. DE		159.00
*** TOTAL FOR DEPT 79				159.00
	HOISINGTON KOEGLER GROUP	DISIGN WORK LARP AVE	LARPENTE	11,906.70
	MAIER STEWART & ASSOC.	TASK FORCE 2/97	LARPENTE	1,785.63
	MAIER STEWART & ASSOC.	LARP STREETScape 2/97	LARPENTE	239.90
	MAIER STEWART & ASSOC.	LARP EASEMENTS 2/97	LARPENTE	149.94
*** TOTAL FOR DEPT 82				14,162.25
	CHAPIN CONST RULLEINT INC	COMPETITIVE BID ADVERTIZ	LINDIG S	117.60
	MAIER STEWART & ASSOC.	FEASABILITY STUDY	LINDIG S	302.72
	MAIER STEWART & ASSOC.	LINDIG PLANS & SPECS	LINDIG S	2,207.63
	MAIER STEWART & ASSOC.	STREET EASMENTS 2/97	LINDIG S	539.10
*** TOTAL FOR DEPT 83				3,167.05
	BERNARDY, CONNIE LANNERS	PROF SVC MARCH16-31.1997 MCAD		534.49
*** TOTAL FOR DEPT 84				534.49
*** TOTAL FOR BANK 01				109,729.40
*** GRAND TOTAL ***				109,729.40

8.

PERIOD END DATE 02/28/97
SYSTEM DATE 02/28/97

FILE NOT UPDATED

PAGE 1

C H E C K R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	2 28 97	6 SUSAN GEHRZ	27409	285.06
COM	2 28 97	8 SAM JACORS	27410	277.05
COM	2 28 97	10 JAN GIBSON TALBOT	27411	200.00
COM	2 28 97	11 JOHN HUSTAD	27412	277.05
COM	2 28 97	12 LAURA A. KUETTEL	27413	277.05
COM	2 28 97	30 NICHOLAS BAUMANN	27414	303.36
COM	2 28 97	34 CLEMENT KURHAJETZ	27415	12.70
COM	2 28 97	40 KEVIN ANDERSON	27416	64.19
COM	2 28 97	42 MICHAEL D. CLARKIN	27417	55.41
COM	2 28 97	48 JOHN H. HOLMGREN	27418	64.19
COM	2 28 97	56 GREGORY S. PETERSON	27419	96.63
COM	2 28 97	59 GREGORY M. FULLER	27420	106.63
COM	2 28 97	66 ALFRED HERNANDEZ	27421	46.17
COM	2 28 97	1002 SUSAN HOYT TAFF	27423	1495.05
COM	2 28 97	1003 TERRY IVERSON	27424	1031.64
COM	2 28 97	1005 CAROL KRIEGLER	27425	660.88
COM	2 28 97	1007 PATRICIA PHILLIPS	27426	819.87
COM	2 28 97	1008 DELORIS SWENSON	27427	795.78
COM	2 28 97	1010 CARLA ASLESON	27428	975.64
COM	2 28 97	1013 WILLIAM MAERTZ	27429	924.01
COM	2 28 97	1026 JASON CIERNIA	27430	29.56
COM	2 28 97	1031 LINDA TREEFUL	27431	355.10
COM	2 28 97	1033 DAVE TRETSEVEN	27432	734.57
COM	2 28 97	1061 ELIZABETH R. SUNDHEIM	27433	73.50
COM	2 28 97	1074 PATRICIA A. LOUS	27434	76.13
COM	2 28 97	1083 JAMES W. SNOWDEN	27435	77.93
COM	2 28 97	1088 DONALD R. MEISSNER	27436	266.98
COM	2 28 97	1089 KATHLEEN A. CIERNIA	27437	54.23
COM	2 28 97	1093 PEARLE F. GILBERTSON	27438	39.38
COM	2 28 97	1094 KATHLEEN A. BALDWIN	27439	34.13
COM	2 28 97	1095 MARGARET M. BARRETT	27440	23.63
COM	2 28 97	1102 AUSTIN M. PETERSON	27441	36.94
COM	2 28 97	1109 DELAINE E. MEYER	27442	76.13
COM	2 28 97	1127 AVELYN HOOKER	27443	75.31
COM	2 28 97	1136 ROLAND O. OLSON	27444	837.93
****TOTALS****				11559.81

PERIOD END DATE 03/14/97
SYSTEM DATE 03/14/97

FILE NOT UPDATED

PAGE 1

C H E C K R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	3 14 97	30 NICHOLAS BAUMANN	27447	13.67
COM	3 14 97	32 RAYMOND BROWN	27448	184.41
COM	3 14 97	34 CLEMENT KURHAJETZ	27449	34.70
COM	3 14 97	35 LEO LINDIG	27450	93.11
COM	3 14 97	40 KEVIN ANDERSON	27451	16.46
COM	3 14 97	42 MICHAEL D. CLARKIN	27452	142.34
COM	3 14 97	47 NATHANIEL HEROLD	27453	37.58
COM	3 14 97	48 JOHN H. HOLMGREN	27454	95.56
COM	3 14 97	50 JOSEPH L. MARTINEZ	27455	10.10
COM	3 14 97	56 GREGORY S. PETERSON	27456	115.77
COM	3 14 97	59 GREGORY M. FULLER	27457	153.07
COM	3 14 97	60 TERRY D. IVERSON	27458	24.58
COM	3 14 97	61 DENNIS G. LEMAY	27459	9.40
COM	3 14 97	63 RACHELLE L. MARVIN	27460	2.48
COM	3 14 97	66 ALFRED HERNANDEZ	27461	78.39
COM	3 14 97	67 BRENT W. KOSKELA	27462	171.93
COM	3 14 97	69 JASON J. HYATT	27463	69.10
COM	3 14 97	70 JUSTIN T. NOVAK	27464	74.75
COM	3 14 97	71 THOMAS R. REITAN	27465	219.66
COM	3 14 97	72 JOHN R. WOLFSBERGER	27466	61.42
COM	3 14 97	73 JEREMY HUTCHISON	27467	108.28
COM	3 14 97	1002 SUSAN HOYT TAFF	27468	1495.05
COM	3 14 97	1003 TERRY IVERSON	27469	1019.64
COM	3 14 97	1005 CAROL KRIEGLER	27470	660.88
COM	3 14 97	1007 PATRICIA PHILLIPS	27471	807.87
COM	3 14 97	1008 DELORIS SWENSON	27472	795.78
COM	3 14 97	1010 CARLA ASLESON	27473	937.18
COM	3 14 97	1013 WILLIAM MAERTZ	27474	924.01
COM	3 14 97	1031 LINDA TREEFUL	27475	273.57
COM	3 14 97	1033 DAVE TRETSEVEN	27476	734.57
COM	3 14 97	1084 CHRISTINE AMMANN	27477	96.16
COM	3 14 97	1088 DONALD R. MEISSNER	27478	293.32
COM	3 14 97	1103 DIANE MEYER	27479	69.26
COM	3 14 97	1110 JULIE OBERMILLER	27480	96.97
COM	3 14 97	1111 NANCY L. KNUTSEN	27481	.00
COM	3 14 97	1115 MICHAEL D. LASSER	27482	201.18
COM	3 14 97	1136 ROLAND O. OLSON	27483	938.52
****TOTALS****				11060.72

CONSENT
Meeting Date: 3/26/97
Item: 2

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Dee Swenson

BUSINESS

Fantastic Sams #3526
Pro Pet Spay/Neuter Hospital #3529
Edward R. Jones #3531
Advantage Tennis #3538

GENERAL CONTRACTOR

Allweather Roof #3525
Spencer & Co. #3533
Crosstown Sign #3532

TREE TRIMMING

Balsam Tree & Shrub Care, Inc. #3527

MECHANICAL CONTRACTOR

Aspen Htg & A/C #3528
Equipment Supply #3530
Fisher Bjork Sheetmetal #3534
Krinkie Htg & A/C #3536
Centraire Htg & A/C #3537

CONSENT

Meeting Date: March 26., 1997

Item: 3

ITEM DESCRIPTION: Request for authorization to hire a streetsweeper for the city's spring and fall streetsweeping

SUBMITTED BY: Carol Kriegler, Director of Parks, Recreation and Public Facilities

EXPLANATION/SUMMARY: The city has traditionally conducted bi-annual sweeping in an effort to reduce the sand and grit that accumulates on the streets and to keep it outside of people's homes and away from the stormsewers.

Staff requested proposals from seven contractors for the '97 spring and fall sweeping of the city's residential streets, alleys, and parking lots; and the hauling of materials to the appropriate disposal site. Three proposals were received. All firms were asked to provide municipal/public references as well as identify the number and model year of sweepers to be used on the project.

The city budgeted \$13,000 for its 1997 streetsweeping costs. Following are the proposals received.

- Mike McPhillips Inc. \$11,800.00
- Astech Corp. 17,000.00
- Allied Blacktop 16,600.00 + disposal/testing costs

Based on cost and a positive performance history with the city, staff recommends acceptance of the Mike McPhillips Inc. Proposal. In previous years, McPhillips has conducted the sweeping efficiently and expediently with little supervision or inconvenience to residents.

ACTION REQUESTED: Authorization to contract with Mike McPhillips Inc. For the city's 1997 streetsweeping.

CONSENT

Meeting Date: 3/26/97

Item: 4

ITEM DESCRIPTION: Awarding contracts for tree removal and incidental tree trimming for 1997

SUBMITTED BY: Linda Treeful, City Forester

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY: The city annually removes diseased trees and does incidental tree trimming on an as-needed basis. S&S Tree Specialists has provided this service for the city at a reasonable cost and in a responsive manner so the forester contacted the service for costs for 1997.

The tree removal and incidental trimming costs for 1997 are the same as in 1996 with the exception of an increase from \$2.10 to \$3.50 in the 0 - 9.9 inch category.

<u>Tree Diameter</u>	<u>Removals</u>	<u>Incidental Trimming</u>
0 - 9.9 inches	\$6.00	\$3.50
10 -19.9 inches	\$13.00	\$4.25
20 - 29.9 inches	\$15.00	\$4.25
30 inches and over	\$17.00	\$4.25

Incidental tree trimming is separate from the city's planned tree trimming program, which has completed its first five year cycle. Prior to proceeding with this planned trimming program, the staff is researching the most affordable and effective way to manage its established tree resource. The resulting tree trimming program will anticipate the addition of the trees in the Larpenteur Avenue streetscape project that fall within the city's maintenance responsibilities.

Meets Goal 2: To maintain and promote the assets of the city's unique neighborhoods.

ACTION REQUESTED: Approval of S&S Tree Specialists as city contractor for tree removals and trimming for 1997

CONSENT
DATE: 3/26/97
ITEM: 5

ITEM: Authorization to purchase fax machine

SUBMITTED BY: Carla Asleson, Administrative Assistant/Planner

EXPLANATION/DESCRIPTION:

A service person was recently asked to clean and repair the city's fax machine, which has been leaving blurry streaks on the copy of the person receiving the fax. The service person indicated that it would cost the city about \$350 for parts and labor to clean and repair the fax machine. Given that the fax machine, which is used daily, is over three years old, it seems more appropriate to replace the machine than to invest in costly repairs. The city's capital budget has \$800 budgeted for a new fax machine in 1997.

Staff compared prices for an HP Office Jet 300 from three area office product stores: Office Max, Office Depot, and Circuit City. All three have an identical selling price of \$399.99.

ACTION REQUESTED: Authorize purchase of an HP Office Jet 300 from Office Max at a cost of \$399.99 plus tax from the General Capital budget.

POLICY

Date: 3/26/97

Item: 1

ITEM: Consideration of a resolution preparing the assessment roll for the Lindig Street public improvements

SUBMITTED BY: Terry Maurer, City Engineer

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The city received bids on the Lindig Street public improvement project. Given this, it is time to establish the assessment roll. The city council set the assessment rate for the reconstruction at \$26.50 per front foot on residential property on both the Lindig Street and Larpenteur Avenue project. The city council discussed a \$1,400 per lot assessment for the overlay portion of the Lindig Street project.

GOAL 2: To maintain and promote the assets of the city's unique neighborhoods including commercial, residential and open space uses.

Strategy 4: Maintaining the city's physical infrastructure.

ATTACHMENTS:

1. Letter from the city engineer
2. Resolution 97-08 ordering the preparation of the proposed assessment roll

ACTION REQUESTED:

- Report from the city engineer on the bids received by the city and the proposed assessment.
- Discussion and questions.
- Approve Resolution 97-08 establishing the assessment roll for the Lindig Street improvement project in 1997.



1326 Energy Park Drive
 St. Paul, MN 55108
 612-644-4389
 1-800-888-2923
 Fax: 612-644-9446

March 21, 1997
 File: 330-044-30

Honorable Mayor and City Council
 City of Falcon Heights
 2077 Larpenteur Avenue West
 Falcon Heights, MN 55113

RE: LINDIG STREET CONSTRUCTION BIDS

Dear Council Members:

The construction bids for the Lindig Street improvement were opened last Friday, March 14, 1997. The apparent low bid received from Hardrives, Inc., is legally questionable due to the fact that the bid was faxed to City Hall. Apparently the Hardrives employee who was to deliver the bid had problems getting to City Hall due to the weather. In an attempt to get the bid to City Hall on time, it was faxed by the Hardrives employee. We questioned immediately the validity of this method of delivering a bid. While we were trying to answer the question legally whether this is a valid bid or not, we received the attached letter from Hardrives, Inc., asking that their bid be returned including the bid bond. We believe that this provides the cleanest way of dealing with this issue. Therefore, we would recommend that the City Council act on Hardrives' request and return their bid and bid bond.

There were a total of seven bids received for the Lindig Street improvements. The following list provides a summary of the bidders and their total bids:

Tower Asphalt	\$85,965.00
Ace Blacktop, Inc.	87,562.00
Frattalone, Inc.	88,192.00
Midwest Asphalt Corporation	89,705.20
Bituminous Roadways	91,381.00
Ashbach Construction	95,399.00
Valley Paving, Inc.	96,031.50

As can be seen by the number and total cost of the seven bidders, the project was very competitively bid. Tower Asphalt's total bid is slightly above the feasibility estimate.

OFFICES IN:
 MINNEAPOLIS
 PRIOR LAKE
 ST. PAUL
 WASECA

Honorable Mayor and City Council
March 21, 1997
Page Two

Tower Asphalt has successfully completed similar projects for MSA, Consulting Engineers in other communities. Therefore, after the assessment hearing is held on May 14, 1997, we will be prepared to recommend award to Tower Asphalt as the lowest responsible bidder.

If you have any questions, I will be in attendance at Wednesday night's City Council meeting.

Sincerely,

MSA, CONSULTING ENGINEERS

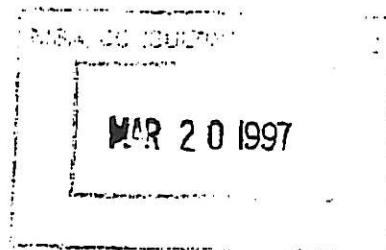


Terry J. Maurer, P.E.

TJM:tw
044-2102.mar



HARDRIVES, INC.



March 19, 1997

Mark Graham
MSA Consulting Engineers
1326 Energy Park Drive
St. Paul, MN. 55108-5202

RE: Lindig Street Improvements, Falcon Heights

Dear Mr. Graham

Due to the extremely bad weather on Friday March 14, 1997 we were unable to make the drive to Falcon Heights in time for the bid letting. We had given ourselves two hours to get there but the traffic held us in delay. In consequence we were able to fax our bid to city hall prior to the opening.

In the interest of the city and the procurement of the project, We ask that our bid be withdrawn and our bid documents be returned.

We thank you for the opportunity for our bid to be read, and look forward to future projects with the city of Falcon Heights.

Sincerely,

Donald R. Hall
Hardrives Inc.

CITY OF FALCON HEIGHTS

COUNCIL RESOLUTION

Date: March 26, 1997

RESOLUTION DECLARING COST TO BE ASSESSED AND
ORDERING PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of Lindig Street, between Larpenteur Avenue and the north end, and the contract (bid) price for such improvement is \$85,965, and the expenses incurred or to be incurred in the making of such improvement amount to \$24,070 so that the total cost of the improvement will be \$110,035.

NOW THEREFORE, BE IT RESOLVED by the city council of Falcon Heights, Minnesota:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$72,705 and the portion of the cost to be assessed against benefited property owners is declared to be \$37,330.
2. The city clerk, with the assistance of the consulting city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the city office for public inspection.
3. The clerk shall upon completion of such proposed assessment, notify the council thereof.

Moved by: _____

GEHRZ In Favor
GIBSON TALBOT
HUSTAD Against
JACOBS
KUETTEL

Approved by: _____

Mayor
March 26, 1997
Date

Attested by: _____

City Clerk
March 26, 1997
Date

POLICY

Date: 3/26/1997

Item: 2

ITEM: Consideration of a resolution scheduling a public hearing on the Lindig Street assessments

SUBMITTED BY: Terry Maurer, City Engineer

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. Schedule a public hearing on the proposed assessment for the Lindig Street improvement project for 7:10 PM on May 14, 1997.

GOAL 2: To maintain and promote the assets of the city's unique neighborhoods including commercial, residential and open space uses.

Strategy 4: Maintaining the city's physical infrastructure.

ATTACHMENTS:

1 Resolution 97-09 scheduling a public hearing on the assessment role

ACTION REQUESTED:

Approve resolution 97-09 scheduling a public hearing for May 14, 1997 at 7:10 PM on the proposed assessment for the Lindig Street public improvement project.

CITY OF FALCON HEIGHTS

COUNCIL RESOLUTION

Date: March 26, 1997

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

WHEREAS, by a resolution passed by the council on March 26, 1997, the city clerk was directed to prepare a proposed assessment of the cost of improving Lindig Street between Larpenteur Avenue and the north end.

NOW THEREFORE, BE IT RESOLVED by the city council of Falcon Heights, Minnesota:

1. A hearing shall be held on the 14th day of May, 1997, in the city hall at 7:10 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city clerk, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. He/she may at any time thereafter, pay to the city clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Moved by: _____

GEHRZ In Favor
 GIBSON TALBOT
 HUSTAD Against
 JACOBS
 KUETTEL

Approved by: _____

Mayor
March 26, 1997
 Date

Attested by: _____

City Clerk
March 26, 1997
 Date

POLICY
Date: 3/26/97
Item: 3

ITEM: Report on the GIS Joint Powers Agreement

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary. Several Ramsey County cities and governing groups have signed onto a Joint Powers Agreement which guarantees these units of government access to Ramsey County property information for their GIS systems. At this time, participating in this agreement does not appear cost effective for the city. However, in anticipation of joining this group in the future, the staff has asked the JPA group to consider permitting the city to be a member, but not pay a user fee for the service until the city actually uses the system.

No action requested.

Goal 4: To provide a responsive and effective city government.

Strategy 7: To effectively manage the city's financial resources.

Staff Report.

The opportunity to access Ramsey County property records through a joint powers agreement for GIS is available to the city. The costs associated with this service are as follows:

- \$ 500 one-time membership fee
- \$ 645/year for a three year commitment for a user fee (on a per capita basis, not amount of use)
- \$1,200 for computer software (ARC VIEW)
- \$ 500 for staff training on the software
- Plotter, if desired, about \$1,000

Current JPA signers include: St. Paul, Vadnais Heights, Maplewood, New Brighton, Shoreview, Roseville, Lauderdale, Arden Hills, White Bear Township, the Metropolitan Council . Several of these cities currently have GIS systems in place.

Eventually the staff may find access to an in-house GIS system very useful. This usefulness combined with declining costs within the computer industry will make GIS increasingly affordable and easy to use. However, given the fully developed nature of the city, where there is little change in land use and few planning related requests in the foreseeable future, it would not be used very much at this

time. It is also difficult to justify a current investment in this service because we have access to Ramsey County property information through property records in the form of a hard copy in the office and through the property records at the county. The city engineer is equipped with a mapping system and is currently looking at getting a program for GIS. At some point the city could become a JPA member and turn the Ramsey County data over to the city engineer, if it was determined to be cost effective for the city to do so. Other cities, like Little Canada and White Bear Lake, are also evaluating their potential participation in this agreement. Given that this information may become affordable and desirable to have in-house over the next few years, the city staff has asked the JPA group to consider permitting a city to participate in the discussions through a one time membership fee of \$ 500, but not commit to an annual user fee, in Falcon Heights case, of \$ 645.

Staff checked with Cable Commissioner Wallin about his knowledge of this GIS JPA arrangement. He said that he is aware of it and understands the value of GIS and the data. However, he suggested that the city carefully review how the user fees are determined in the future because Falcon Heights use is likely to be fairly small compared to the larger users and the city's financial participation is based on a per capita charge rather on the amount of use.

ACTION REQUESTED:

Staff report.
Discussion.

CITY OF FALCON HEIGHTS
2077 W. LARPEN TEUR AVE.

NOTICE

THE CITY COUNCIL MEETING SCHEDULED FOR MARCH 12, 1997 HAS BEEN CANCELLED. THE NEXT COUNCIL MEETING WILL BE HELD MARCH 26, 1997.



CITY OF
FALCON HEIGHTS

2077 W. LARPEN TEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (612) 644-5050 FAX (612) 644-8675

MEMORANDUM

Date: 7 March 1997

TO: Mayor and Councilmembers

FROM: Susan Hoyt, City Administrator

RE: Mid-month disbursements

Since the meeting on March 12 has been canceled, I am enclosing the upcoming disbursements for your information and informal approval. If you have any questions about them, please call me.

I will formally put these on the March 26 agenda for formal approval.



APPROVAL OF BILLS
 PERIOD ENDING: 03-07-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	BERNARDY, CONNIE LANHERS	PROF SVC 3-1-97T03-15-97	-----	0.00
	BERNARDY, CONNIE LANHERS	PROF SVC 3-1-97T03-15-97	-----	1,102.40
	*** TOTAL FOR DEPT 00			1,102.40
	FOCUS NEWS	ZONING/RESIDENTIAL	LEGISLAT	1A.70
	FOCUS NEWS	LINDIG IMPROVEMENTS	LEGISLAT	32.30
	FOCUS NEWS	CONCIL RESOL 97-06	LEGISLAT	49.30
34549	GOVERNMENT TRAINING SERV	PLANNING SEMINAR-STRUCK	LEGISLAT	99.00
	LEAGUE OF MINNESOTA HUMAN	97 DUES	LEGISLAT	55.00
	NELSON CHEESE FACTORY	COUNCIL MEETING	LEGISLAT	48.40
	SUBURBAN CHAMBER COMMERCE	SPONSOR STUDENT-BANQUET	LEGISLAT	17.00
	*** TOTAL FOR DEPT 11			319.70
	CARLA ASLESON	ADMIN MILEAGE	ADMINIST	6.62
34553	FIRST BANK N.A.	2/28 FED WITHHOLDINGS	ADMINIST	3,635.78
34555	HOLIDAY INN ST CLOUD	MCFOA CONFERENCE-CARLA	ADMINIST	128.42
	ICMA RETIREMENT TRUST 457	3/97 ICMA CARLA	ADMINIST	200.00
	INSTY-PRINTS PLUS	LETTERHEAD	ADMINIST	204.30
	INSTY-PRINTS PLUS	ENVELOPES	ADMINIST	351.23
	INSTY-PRINTS PLUS	WINDOW ENVELOPES	ADMINIST	211.43
	IVERSON, TERRY	DELIVERYS	ADMINIST	10.71
	LEAGUE OF MN CITIES	3 DIRECTORIES/MN CITY OF	ADMINIST	91.46
34554	MN DEPARTMENT OF REVENUE	2/28 STATE WITHHOLDINGS	ADMINIST	690.92
	OFFICE MAX CREDIT PLAN	OFFICE SUPPLIES	ADMINIST	19.56
	PERA	2/28 PERA WITHHOLDINGS	ADMINIST	1,190.66
	PERA LIFE	3/97 PERA LIFE PREM	ADMINIST	12.00
	*** TOTAL FOR DEPT 12			6,753.09
	KERN, DEWENTER, VIERE LTD	CHARGES TO DATE	FINANCE	4,491.00
	RAMSEY COUNTY PROP/RECORD	AUDIT INFORMATION COSTS	FINANCE	16.00
	*** TOTAL FOR DEPT 13			4,507.00
	CARLA ASLESON	ELECTION	ELECTION	8.82
	ROSEVILLE BAKERY	ELECTION JUDGES SHACK	ELECTION	11.80
	*** TOTAL FOR DEPT 15			20.62
	CARLA ASLESON	BUSINESS OWNERS BREAKFAS	COMMUNIC	17.63
	INSTY-PRINTS PLUS	NEIGHBORHOOD DIRECTORIES	COMMUNIC	481.49
	*** TOTAL FOR DEPT 16			499.12
	NSP	FIRE/CIVIL DEFENSE SIREN	EMERGENC	6.28
	*** TOTAL FOR DEPT 21			6.28
	AMERICAN LINEN SUPPLY CO.	LINEN CLEANING TO 2/25/9	FIRE FIG	30.54
	BAUMANN, NICHOLAS	RUBBER STAMP	FIRE FIG	3.10
	COLONIAL INSURANCE	2/97 IHS PREM BAUMAN	FIRE FIG	29.65
	EMERGENCY APPARATUS MAINT	752 REPAIR/MAINT	FIRE FIG	343.75
	EMERGENCY APPARATUS MAINT	LUBRICANTS	FIRE FIG	96.34
	EMERGENCY APPARATUS MAINT	REPAIR/SVC 757	FIRE FIG	536.25
	EMERGENCY APPARATUS MAINT	LUBRICANTS	FIRE FIG	357.64
	EMERGENCY APPARATUS MAINT	LUBRICANTS	FIRE FIG	75.36
	EMERGENCY APPARATUS MAINT	REPAIRS/SVC 753	FIRE FIG	1,106.48
	JANKE, KATHLEEN	3/97 CLEANING	FIRE FIG	60.00

APPROVAL OF BILLS
PERIOD ENDING: 03-07-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	METRO FIRE	REPLACE HYDRANT ADAPTERS	FIRE FIG	390.00
	MINNESOTA CONWAY	EXTINGUISHER RECHARGE	FIRE FIG	47.05
	PERA LIFE	3/97 PERA LIFE PREM	FIRE FIG	12.00
	CITY OF SAINT PAUL	REPAIR BUNKER EQUIP	FIRE FIG	30.00
	SMOKE EATER	SMOKE EATER PUBLICATION	FIRE FIG	52.00
	SUBURBAN HARDWARE	MISCELLANEOUS SUPPLIES	FIRE FIG	27.53
	SUBURBAN HARDWARE	REPAIRS	FIRE FIG	4.25
	*** TOTAL	FOR DEPT 24		3,208.22
	COLONIAL INSURANCE	2/97 INS PREM IVERSON	FIRE PRE	36.45
	IVERSON, TERRY	FIRE PREVENT CHECKS	FIRE PRE	40.96
	IVERSON, TERRY	AUTO INS REIMB	FIRE PRE	75.00
	PERA LIFE	3/97 PERA LIFE PREM	FIRE PRE	12.00
	*** TOTAL	FOR DEPT 25		164.41
	AT&T WIRELESS SERVICES	PAGER FOR BILL MAERTZ	CITY HAL	15.92
	BROWNING-FERRIS IND.	3/97 CITY HALL WASTE	CITY HAL	138.76
	DJ'S MUNICIPAL SUPPLY	SINAGE	CITY HAL	27.33
	GLENWOOD INGLEWOOD	3/97 COOLER RENTAL	CITY HAL	12.60
	GRAINGER, W. W., INC.	ICE MELT	CITY HAL	75.91
	GRAINGER, W. W., INC.	TOWELS/BATHROOM SUPPLIES	CITY HAL	56.79
	GRAINGER, W. W., INC.	BULBS CITY HALL	CITY HAL	115.02
	ICMA RETIREMENT TRUST 457	3/97 ICMA MAERTZ	CITY HAL	100.00
	ICMA RETIREMENT TRUST 457	2/97 & 3/97 ICMA TRETSMN	CITY HAL	150.00
	INSTY-PRINTS PLUS	BUSINESS CARDS	CITY HAL	45.83
	MCI	LONG DISTANCE TO 2/10	CITY HAL	0.00
	MCI	LONG DISTANCE TO 2/10	CITY HAL	26.09
	M-75 BUILDING MAINTENANCE	2/97 CHRGS	CITY HAL	197.03
	OXYGEN SERVICE COMPANY	ACETYLINE AND OXYGEN	CITY HAL	9.00
	STATE CHEMICAL MFG. CO.	BATHROOM FRESHNERS	CITY HAL	31.00
	SUBURBAN HARDWARE	BULBS/FASTENERS	CITY HAL	11.46
	TOLL GAS & WELDING SUPPLY	WELDING CYLINDER RENTAL	CITY HAL	19.04
	ST. PAUL WATER UTILITY	2/97 WATER CHRGS	CITY HAL	10.39
	FASTSIGNS	SIGN	CITY HAL	24.50
34552	SKYPOINT COMMUNICATIONS	1997 INTERNET ACCESS	CITY HAL	478.80
	*** TOTAL	FOR DEPT 31		1,545.47
34551	MN DEPT OF TRANSPORTATION	CODEROOK-STREETS	STREETS	26.75
	SCHARBER & SONS	LUBRICANTS JD 2040	STREETS	12.26
	SUBURBAN HARDWARE	JD 955 REPAIR/MISC	STREETS	13.60
	SUPER AMERICA	GAS/DIESEL CITY VEHICLES	STREETS	190.55
	G.T. PARTS CO.	BATTERIES AIR COMPRESSOR	STREETS	42.29
	*** TOTAL	FOR DEPT 32		293.45
	MAIER STEWART & ASSOC.	F.H. GENERAL	ENGINEER	572.81
	*** TOTAL	FOR DEPT 33		572.81
	INSTY-PRINTS PLUS	WORK ORDER FORMS	PARK & R	84.85
	NSP	AUTO PROTECTIVE LIGHTING	PARK & R	21.93
	USWEST COMMUNICATIONS	2/97 TELE	PARK & R	58.81
	ST. PAUL WATER UTILITY	2/97 WATER COMMUNITY PARK	PARK & R	22.23
	ST. PAUL WATER UTILITY	2/97 WATER CHRGS	PARK & R	5.10
	*** TOTAL	FOR DEPT 41		192.92
	E-Z RECYCLING, INC.	2/97 RECYCLING	SOLID WA	2,501.86

APPROVAL OF BILLS
PERIOD ENDING: 03-07-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	*** TOTAL FOR DEPT 56			2,501.86
	FIRSTAR TRUST COMPANY	HAMLIN BONDS	90 HAMLIN	155.50
	*** TOTAL FOR DEPT 62			155.50
	COMPUTER CITY	2 COMPUTER MICE	GENERAL	53.23
	*** TOTAL FOR DEPT 63			53.23
	EMERGENCY APPARATUS MAINT	4 TIRES FIRE TRK 752	FIRE & R	1,460.45
	*** TOTAL FOR DEPT 64			1,460.45
	GRAINGER, W. W., INC.	30 GAL STORAGE CABINET	PUBLIC W	508.75
	SEVEN CORNERS ACE HARDWR	32' EXTENSION LADDER	PUBLIC W	297.14
	*** TOTAL FOR DEPT 65			805.89
	MAIER STEWART & ASSOC.	SNELLING AVE	INFRASTR	632.84
	*** TOTAL FOR DEPT 71			632.84
	RAMSEY COUNTY	1/3 SHARE LIFT STATION EXP	SANITARY	2,178.90
34556	U.S. POSTMASTER	MARCH SEWER BILLS POSTAGE	SANITARY	448.00
	ZACK'S INC.	S.S. LIFT STA DEGREASER	SANITARY	111.83
	*** TOTAL FOR DEPT 75			2,738.73
	MIDTOWN CLEANERS	CLEAN LINENS	RESCUE S	21.40
	OXYGEN SERVICE COMPANY	OXYGEN/ AND AIR	RESCUE S	18.00
	RAMSEY CLINIC ASSOCIATES	MANDATORY MANTOUX SHOTS	RESCUE S	226.00
	SUPER AMERICA	FUEL FOR AMBULANCES	RESCUE S	51.09
	AIRTOUCH CELLULAR	2/97 CELLULAR CHRG	RESCUE S	26.50
34550	WOLFSBERGER, JOHN	EMD DULUTH MILEAGE REIMB	RESCUE S	107.10
	*** TOTAL FOR DEPT 76			450.09
	MAIER STEWART & ASSOC.	LARP AVE TASK FORCE	LARPENTE	439.96
	*** TOTAL FOR DEPT 82			439.96
	MAIER STEWART & ASSOC.	LINDIG FEASIBILITY STUDY	LINDIG S	1,522.77
	MAIER STEWART & ASSOC.	LINDIG PLANS/SPECS	LINDIG S	2,463.61
	MAIER STEWART & ASSOC.	LINDIG ST EASEMENTS	LINDIG S	452.93
	*** TOTAL FOR DEPT 83			4,439.31
	BERNARDY, CONNIE LANNERS	PROF SVC 3-1-97T03-15-97	MCAD	534.49
	*** TOTAL FOR DEPT 84			534.49
	*** TOTAL FOR BANK 01			33,397.04
	*** GRAND TOTAL ***			33,397.04

City of Falcon Heights

MEETING NOTICE

Wednesday, March 5, 1997

6:30 PM

AGENDA

1. Meeting
 - a. Call to order
 - b.. Approval of CONSENT agenda:
Appointment of two firefighters to the fire department
 - c. Adjourn meeting
2. Workshop
 - a. Public Safety
 - 1) Fire department - fire activity in 1996
 - 2) EMS services - implementation of phase II of model and related discussion
 - 3) Police - police activity in 1996; trends
 - 4) Prosecution - the role of the prosecuting attorney; 1996 activity
 - b. Other items
 - 1) Update on planning commission topics

CONSENT
Date: 3/5/97
Item: 1

ITEM: Appointments to the Fire/Rescue Department

SUBMITTED BY: Nick Baumann, Fire Chief
Fire/Rescue Application Committee

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Chief Baumann and the application committee are recommending appointment of Mark Allen and Joseph Krajewski to the Fire/Rescue Department. These individuals need to be formally approved by the council so that they can participate in a training program on March 12, 1997.

ACTION REQUESTED: Appointment of Mark Allen and Joseph Krajewski to the Fire/Rescue Department, subject to passing the required physical tests, background checks, and probation period.

5 March 1997
Public Safety Workshop
Some Topics for Discussion

(The workshop is designed to be an informal discussion among participants.)

1. Fire Department (Chief Baumann)
 - a. Review of 1996
2. EMS (Chiefs Baumann, Huisenga, Butler)
 - a. How is the implementation of the maximum number of responders to a Falcon Heights call as of January 15 going?
 - b. How is the Phase II model - ALS and BLS dispatch going as of January 15?
 - c. Other areas
 - 1) Phase III and licensing
 - 2) Status of Lauderdale's interest in ALS service
 - 3) Legislative issues
 - a) Proposed requirement to take assignment
 - b) Proposed changes in the licensing process
 - c) Other
 - 4) Changes in the EMS industry and future directions
3. Police (Chief Engstrom)
 - a. Summary of activity in 1996
 - b. What can we expect this summer
 - c. Other
4. Prosecution (Attorney Costello)
 - a. What role does the prosecutor serve including involvement with police
 - b. Key legislative issues
 - c. Other areas