

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

August 13, 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: July 23, 1997
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
 - 1. Disbursements
 - a. General disbursements through 8/5/97, \$123,163.71
 - b. Payroll, 7/16/97 to 7/31/97, \$13,348.45
 - 2. Licenses
 - 3. Resolution receiving feasibility report for the 1998 Larpenteur Avenue improvements
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

COUNCIL WORKSHOP

- 1. Discussion on the telecommunications ordinance
- 2. Budget workshop

CITY OF FALCON HEIGHTS
REGULAR CITY COUNCIL MEETING
MINUTES OF JULY 23, 1997

DRAFT

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

PRESENT

Gehrz, Jacobs, and Kuettel. Also present were Hoyt, Asleson, and Maurer.

ABSENT

Gibson Talbot, Hustad.

COMMUNITY FORUM

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

MINUTES OF JULY 9, 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. Licenses
3. Transfer of Funds
4. Approve partial payment to Tower Asphalt for Lindig Street construction
5. Appointment to Park and Recreation Commission
6. Approve agreement with NSP for underground utilities in the business district

POLICY AGENDA

ADDITION TO THE ADMINISTRATIVE MANUAL ENTITLED "GUIDELINES FOR MOTION PICTURE AND COMMERCIAL PHOTOGRAPHY"

Administrative Assistant/Planner Asleson explained that the proposed addition to the administrative manual would establish procedures for commercial filming such as movies, commercials, and videos. A permit would be required and the film maker would be required to cover the costs of any city personnel or supplies used as a part of the film project.

Motion was made by Councilmember Kuettel to approve the proposed amendment to the administrative manual. Motion passed unanimously.

PUBLIC HEARING ON 1997 IMPROVEMENTS OF LARPENTEUR AVENUE AND CORRESPONDING SPECIAL ASSESSMENTS

Mayor Gehrz opened the public hearing at 7:12 p.m. Engineer Maurer gave a report on Ramsey County's 1997 improvements to Larpenteur and explained the method of calculating

the proposed special assessments. As there was no one wishing to be heard on the matter, the public hearing was closed at 7:19 p.m.

**CONSIDERATION OF RESOLUTIONS 97-30 AND 97-31 REGARDING THE 1997
LARPENTEUR AVENUE CONSTRUCTION AND RELATED ASSESSMENTS**

Engineer Maurer explained that passage of the proposed resolutions was the final action necessary to complete the special assessment process for this project.

Motion was made by Councilmember Jacobs to approve Resolution 97-30, ordering the Larpenteur Avenue improvement. Motion passed unanimously.

Motion was made by Councilmember Kuettel to approve Resolution 97-31, adopting the 1997 Larpenteur Avenue improvement assessment roll. Motion passed unanimously.

**CONSIDERATION OF RESOLUTION 97-32, ORDERING PREPARATION OF REPORT ON
IMPROVEMENT AND CALLING IMPROVEMENT HEARING FOR THE 1998 LARPENTEUR
AVENUE PROJECT**

Engineer Maurer reported that Ramsey County is preparing for the 1998 segment of the Larpenteur Avenue improvement. The city must order preparation of a report on the improvement and have a public hearing.

Motion was made by Councilmember Jacobs to approve Resolution 97-32, ordering preparation of a report on the 1998 Larpenteur Avenue improvements and calling a public hearing for August 27, 1997. Motion passed unanimously.

**REQUEST FOR APPROVAL FOR CITY TO SERVE AS FISCAL AGENT FOR THE TEEN
COURT PROGRAM AND FOR MAYOR GEHRZ TO ASSIST IN THE FUNDRAISING
ACTIVITIES ON BEHALF OF THE PROJECT**

Mayor Gehrz reported that she is the co-chair of the Teen Court Advisory Board, which is overseeing fundraising activities for the program. Gehrz asked the council if they would be comfortable with her assisting with the fundraising by making requests of area service organizations and foundations.

Motion was made by Councilmember Kuettel to authorize Mayor Gehrz's fundraising efforts, provided that the fundraising is limited to entities outside of Falcon Heights and that Gehrz raises the funds in the name of Mayor Sue Gehrz rather than that of the city or the city council. Motion passed unanimously.

**CONSIDERATION OF MAINTENANCE AGREEMENT FOR LARPENTEUR AVENUE
LANDSCAPING OFF OF THE RIGHT-OF-WAY**

Administrator Hoyt reported that some of the plantings being done as part of the Larpenteur Avenue streetscape project between Fulham and Cleveland are being off of the right-of-way.

The proposed maintenance agreement would charge the property owner with maintaining the plantings (including potential removals) after the two year maintenance agreement with the landscape contractor expires. The parties involved with these plantings have actively participated in the planning process for the streetscape and helped select the materials to complement their facilities' plans.

Motion was made by Councilmember Jacobs to approve the proposed maintenance agreement with Gibbs Farm, University of Minnesota Golf Course, 1666 Coffman Condominiums, and the Greenburg/Kindschi property at 2129 W. Larpenteur Avenue. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 7:45 p.m.

Susan L. Gehrz, Mayor

Carla Asleson
Recording Secretary

CONSENT
Date: 8/13/97
Item: 1

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

- a. General disbursements through 8/5/97, \$123,163.71
- b. Payroll, 7/16/97 to 7/31/97, \$13,348.45

ACTION REQUESTED: Approval

a.

APPROVAL OF BILLS
PERIOD ENDING: 08-06-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	CARLA ASLESON	COUNCIL WORKSHOP	LEGISLAT	18.11
	CARLA ASLESON	COUNCIL WORKSHOP	LEGISLAT	18.11-
	CARLA ASLESON	COUNCIL WORKSHOP	LEGISLAT	18.11
	FOCUS NEWS	RESOLUTION 7-29	LEGISLAT	60.35
35127	RAMSEY CTY HISTORICAL SOC	MAYOR LUNCHEON COSTS	LEGISLAT	5.00
	USWEST COMMUNICATIONS	RESOLUTION 97-29	LEGISLAT	60.35
	USWEST COMMUNICATIONS	RESOLUTION 97-29	LEGISLAT	60.35-
	*** TOTAL FOR DEPT 11			83.46
	CARLA ASLESON		ADMINIST	1.55
	CARLA ASLESON	COFFEE FOR KITCHEN	ADMINIST	20.97
	AMERICAN OFFICE PRODUCTS	PAPER/PENS/ CARDS	ADMINIST	56.76
35121	CASH	PARKING METER	ADMINIST	0.25
	ICMA RETIREMENT TRUST 457	8/97 ICMA WITHHOLDINGS	ADMINIST	400.00
	MCI	DELIVERYS	ADMINIST	14.15
	MCI	DELIVERYS	ADMINIST	14.15-
	MIDWEST DELIVERY SERVICE	DELIVERYS	ADMINIST	14.15
35133	MN DEPARTMENT OF REVENUE	7/97 STATE WITHHOLDINGS	ADMINIST	820.94
35134	PERA	7/97 PERA WITHHOLDINGS	ADMINIST	1,268.90
	PHILLIPS, PATRICIA	MIELAGE	ADMINIST	1.58
207	ROSEVILLE ROTARY CLUB	MEMBERSHIP	ADMINIST	207.00
	TAFF, SUSAN HOYT	8/97 CAR ALLOWANCE	ADMINIST	165.00
	*** TOTAL FOR DEPT 12			2,957.10
35121	CASH	POSTAGE/BOXES	FINANCE	10.93
	ROLAND OLSON	MILEAGE	FINANCE	22.68
	PHILLIPS, PATRICIA	MILEAGE	FINANCE	1.58
	RAMSEY COUNTY	DEBT SVC REPORTS	FINANCE	15.95
	*** TOTAL FOR DEPT 13			51.14
	LEONARD, STREET & DEINARD	6/97 GENERAL LEGAL	LEGAL	237.50
	*** TOTAL FOR DEPT 14			237.50
35131	AMERI-SERVE	ICE CREAM SOCIAL	COMMUNIC	43.23
35129	B & R WHOLESAL	ICE CREAM SOCIAL	COMMUNIC	152.00
35121	CASH	INTERGENERATIONAL FOOD	COMMUNIC	11.81
35130	CUB FOODS	SUPPLIES ICE CREAM SOCIA	COMMUNIC	156.00
35126	DEICHERT, LYNN	BAND AT ICE CREAM SOCIAL	COMMUNIC	325.00
	INSTY-PRINTS PLUS	NEWSLETTER	COMMUNIC	1,123.41
	KRIEGLER, CAROL	ICE CREAM SOCIAL EVENT	COMMUNIC	21.74
	PHILLIPS, PATRICIA	COOKIES FOR EVENTS	COMMUNIC	17.97
35124	U.S. POSTMASTER	BULK MAIL NEWSLETTERS	COMMUNIC	380.86
35125	RAMSEY COUNTY DEPARTMENT	TEMP FOOD LICENSE	COMMUNIC	92.00
	*** TOTAL FOR DEPT 16			2,324.02
	CASTLE INSPECTION SVC	INSPECTION FEES	PLANNING	898.36
	*** TOTAL FOR DEPT 17			898.36
	NSP	ELECT TO 7/11	EMERGENC	0.00
	NSP	ELECTRIC TO 7/11	EMERGENC	6.28
	*** TOTAL FOR DEPT 21			6.28
AT&T		2ND QTR PHONE LEASE	FIRE FIG	37.81

APPROVAL OF BILLS
 PERIOD ENDING: 08-06-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	AMERICAN LINEN SUPPLY CO.	LINEN CLEANING 7/15	FIRE FIG	199.36
	COLONIAL INSURANCE	7/97 BAUMAN	FIRE FIG	29.65
	DANKO EMERGENCY EQUIPMENT	WHITE HELMET	FIRE FIG	115.00
	DANKO EMERGENCY EQUIPMENT	HYDRAULIC FLUID	FIRE FIG	55.64
	DANKO EMERGENCY EQUIPMENT	BUNKER BOOTS	FIRE FIG	79.00
	DANKO EMERGENCY EQUIPMENT	LIGHT REPLACEMENT	FIRE FIG	76.95
	FIRE ENGINEERING	SUBSCRIPTION MAGAZINE	FIRE FIG	46.55
	OFFICE MAX CREDIT PLAN	FILING CABINET/FOLDERS	FIRE FIG	142.04
	CITY OF SAINT PAUL	TURNOUT GEAR REPAIR	FIRE FIG	60.00
	ROSEVILLE FIRE DEPT ACCOU	PAR TAGS	FIRE FIG	18.00
	SUBURBAN HARDWARE	BATTERYS	FIRE FIG	12.74
	SUPER AMERICA	FULE	FIRE FIG	102.40
	*** TOTAL FOR DEPT 24			975.14
	BLOMBERG PHARMACY	PICTURES	FIRE PRE	3.72
	COLONIAL INSURANCE	7/97 IVERSON	FIRE PRE	36.45
	*** TOTAL FOR DEPT 25			40.17
	LUCENT TECHNOLOGIES	TELEPHONE TO 8/25	CITY HAL	146.88
	AT&T WIRELESS SERVICES	PAGER PUBLIC WORKS	CITY HAL	40.43
	BOARD OF WATER COMMISSNRS	WATER 8/8/97	CITY HAL	258.96
	CARLSON EQUIPMENT COMP.	6 INCH STAKE	CITY HAL	3.20
35128	HERMES FLORAL COMPANY	FLOWERS/PLANTS CITY HALL	CITY HAL	36.19
	GRAINGER, W. W., INC.	SOAP AND DISPENSER	CITY HAL	39.94
	KNOX LUMBER CO.	CEDAR HEARTWOOD	CITY HAL	82.76
	MCI	LONG DISTANCE TO 7/9	CITY HAL	0.00
	MCI	LONG DIDSTANCE TO 7/9	CITY HAL	46.86
	M-75 BUILDING MAINTENANCE	7/97 CLEANING	CITY HAL	197.03
	NSP	ELECT TO 7/30	CITY HAL	896.79
	SUBURBAN HARDWARE	MISC SUPPLIES	CITY HAL	12.56
	USWEST COMMUNICATIONS	PHONE SVC TO 8/21	CITY HAL	0.00
	USWEST COMMUNICATIONS	PHONE SVC TO 8-21	CITY HAL	55.81
	D-ROCK CENTER & SMALL ENG	2 YD CLASS 5	CITY HAL	36.21
	*** TOTAL FOR DEPT 31			1,853.62
	ALLIED BLACKTOP CO.	SEALCOATING	STREETS	8,946.30
	KNOX LUMBER CO.	CRACK FILLER	STREETS	25.70
	LEAGUE OF MN CITIES	SNOWPLOWING CONFERENCE	STREETS	10.00
	SEALMASTER/ST PAUL	CRACK FILLER	STREETS	64.20
	SEALMASTER/ST PAUL	CRACK FILLER	STREETS	67.42
	SUBURBAN HARDWARE	BRUSHES	STREETS	8.94
	SUPER AMERICA	FUEL	STREETS	230.97
	UNITED STORES	JACKETS/HATS	STREETS	525.81
	*** TOTAL FOR DEPT 32			9,879.34
	HOWARD GREEN COMPANYC.	GENERAL SVC	ENGINEER	85.00
	*** TOTAL FOR DEPT 33			85.00
	S & S TREE SPECIALISTS IN	PRUNING/STORM DAMAGE	TREE PRO	487.24
	S & S TREE SPECIALISTS IN	TREE/STUMP REMOVLA	TREE PRO	395.65
	S & S TREE SPECIALISTS IN	BRANCH REMOVAL	TREE PRO	186.38
	*** TOTAL FOR DEPT 34			1,069.27
	BOARD OF WATER COMMISSNRS	WAGER 8/8/97	PARK & R	27.51

APPROVAL OF BILLS
 PERIOD ENDING: 08-06-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	HONEYWELL INC.	QTRLY SECURITY CHRG	PARK & R	104.00
	NSP	ELECT TO 7-2-97	PARK & R	752.06
	NSP	ELECT TO 7/21	PARK & R	22.23
	ON SITE SANITATION	SATELLITE COMM PARK	PARK & R	68.65
	SUBURBAN HARDWARE	CURTIS PARK FLOODCLEANUP	PARK & R	27.67
	USWEST COMMUNICATIONS	PHONE SVC TO 7-10	PARK & R	0.00
	USWEST COMMUNICATIONS	PHONE SVC TO 7-10	PARK & R	59.77
	STEICHENS	2 PITCHING RUBBERS	PARK & R	19.98
	BRIAN ARNESON	REFUND	PARK & R	10.00
	*** TOTAL FOR DEPT 41			1,091.87
35121	CASH	PROGRAM SUPPLIES	PARK PRO	109.40
35132	MN DEPARTMENT OF REVENUE	6/30 STATE WITH	PARK PRO	29.53
	TARGET	PROGRAM SUPPLIES	PARK PRO	356.48
	AMMANN, CHRISTINE	WHATS COOKING CLASS	PARK PRO	15.38
	*** TOTAL FOR DEPT 50			510.79
	NSP	ELECT TO 7/23/97	STREET L	4,002.23
	*** TOTAL FOR DEPT 54			4,002.23
	E-Z RECYCLING, INC.	7/97 RECYCLLING	SOLID WA	2,501.86
35124	U.S. POSTMASTER	BULK MAIL NEWSLETTERS	SOLID WA	50.00
	*** TOTAL FOR DEPT 56			2,551.86
	NSP	ELECT TO 7/30	SANITARY	21.06
	*** TOTAL FOR DEPT 75			21.06
	SUPER AMERICA	FULE	RESCUE S	14.35
	*** TOTAL FOR DEPT 76			14.35
	KRASS MONROE P.A.	REDEVELOPMENT OPTIONS	TIF #2	406.25
	*** TOTAL FOR DEPT 78			406.25
	HOWARD GREEN COMPANYC.	LARPENTUEU AVENUE PROJ	LARPENTE	699.50
	NSP	UNDERGRD ELECTRICAL SVC	LARPENTE	89,671.00
	*** TOTAL FOR DEPT 82			90,370.50
	HOWARD GREEN COMPANYC.	LINDING ENGINEERING	LINDIG S	2,507.27
	*** TOTAL FOR DEPT 83			2,507.27
	BERNARDY, CONNIE LANNERS	PROF SVC 8/1 TO 8/15	MCAD	1,227.13
	*** TOTAL FOR DEPT 84			1,227.13
	*** TOTAL FOR BANK 01			123,163.71
	*** GRAND TOTAL ***			123,163.71

SYSTEM DATE 07/31/97

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	7 31 97	6 SUSAN GEHRZ	27854	285.06
COM	7 31 97	8 SAM JACOBS	27855	277.05
COM	7 31 97	10 JAN GIBSON TALBOT	27856	200.00
COM	7 31 97	11 JOHN HUSTAD	27857	277.05
COM	7 31 97	12 LAURA A. KUETTEL	27858	277.05
COM	7 31 97	30 NICHOLAS BAUMANN	27859	303.36
COM	7 31 97	34 CLEMENT KURHAJETZ	27860	12.70
COM	7 31 97	40 KEVIN ANDERSON	27861	72.83
COM	7 31 97	42 MICHAEL D. CLARKIN	27862	124.67
COM	7 31 97	48 JOHN H. HOLMGREN	27863	64.19
COM	7 31 97	56 GREGORY S. PETERSON	27864	96.63
COM	7 31 97	66 ALFRED HERNANDEZ	27865	46.17
COM	7 31 97	67 BRENT W. KOSKELA	27866	26.17
COM	7 31 97	1002 SUSAN HOYT TAFF	27867	1495.05
COM	7 31 97	1003 TERRY IVERSON	27868	1031.36
COM	7 31 97	1005 CAROL KRIEGLER	27869	660.88
COM	7 31 97	1007 PATRICIA PHILLIPS	27870	819.81
COM	7 31 97	1010 CARLA ASLESON	27871	975.64
COM	7 31 97	1013 WILLIAM MAERTZ	27872	1081.63
COM	7 31 97	1026 JASON CIERNIA	27873	73.88
COM	7 31 97	1032 TWAROSKI, ANITA	27874	110.82
COM	7 31 97	1033 DAVE TRETSEVEN	27875	760.12
COM	7 31 97	1057 KRISTIN L. WOLVERTON	27876	545.65
COM	7 31 97	1084 CHRISTINE AMMANN	27877	696.04
COM	7 31 97	1088 DONALD R. MEISSNER	27878	640.67
COM	7 31 97	1107 RICHARD P. TALBOT III	27879	346.12
COM	7 31 97	1121 JOSHUA L. SWANSON	27880	331.03
COM	7 31 97	1123 ABRAHAM T. CYR	27881	562.56
COM	7 31 97	1136 ROLAND O. OLSON	27882	922.21
COM	7 31 97	1138 TERRY LAGERQUIST	27884	232.05

****TOTALS****

13348.45

CONSENT
Date: 8/13/97
Item: 2

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Carla Asleson

BUSINESS

* Accredited Temporary Assignments #3554

HOME OCCUPATION

* Sunray Resources #3555

* Denotes New Business

CONSENT
Date: 8/13/97
Item: 3

ITEM: Resolution receiving feasibility report for the 1998
Larpenteur Avenue improvements

SUBMITTED BY: Terry Maurer, City Engineer

REVIEWED BY: Carla Asleson, Administrative Assistant/Planner

EXPLANATION/DESCRIPTION:

In order for the city to levy special assessments against properties benefiting from Ramsey County's proposed 1998 improvements to Larpenteur Avenue, the council must formally receive a feasibility report on the project.

A public hearing on the project is scheduled for August 27th. This hearing will focus upon the improvement itself. A separate hearing on the proposed assessments will be scheduled next spring.

ATTACHMENT: Feasibility report from City Engineer

ACTION REQUESTED: Approve Resolution 97-33, receiving feasibility
report for the 1998 Larpenteur Avenue
improvements.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date: August 13, 1997

RESOLUTION RECEIVING FEASIBILITY REPORT FOR 1998 LARPEN TEUR AVENUE
IMPROVEMENTS

WHEREAS, pursuant to resolution of the city council adopted July 23, 1997, a report has been prepared by Howard R. Green Consulting Engineers with reference to the improvement of Larpenteur Avenue from Cleveland Avenue to St. Mary's Street and this report was received by the council on August 13, 1997.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FALCON HEIGHTS, MINNESOTA:

The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at as estimated total cost of the improvement of \$3,000,000.00.

Adopted by the council this 13th day of August, 1997.

Moved by: _____

GEHRZ ___ In Favor
GIBSON TALBOT
HUSTAD ___ Against
JACOBS
KUETTEL

Approved by: _____

Mayor
August 13, 1997
Date

Attested by: _____

City Clerk
August 13, 1997
Date

WORKSHOP

Date: 8/8/97

Item: 1

ITEM: Discussion on the telecommunications ordinance and federal communications commission (FCC) regulations

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

The city employed Attorney Roger Knutson to review its telecommunications antenna ordinance. Mr. Knutson will be at the workshop to discuss the ordinance and to provide background on the topic in general.