


**CITY OF FALCON HEIGHTS**  
**Regular Meeting of the City Council**  
**City Hall**  
**2077 W. Larpenteur Ave.**

**May 10, 2000**  
**AGENDA**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL:       GEHRZ \_\_\_\_ HUSTAD \_\_\_\_ KUETTEL \_\_\_\_  
                          LINDSTROM \_\_\_\_ TALBOT \_\_\_\_  
                          WORTHINGTON \_\_\_\_ PHILLIPS \_\_\_\_  
                          ATTORNEY \_\_\_\_ ENGINEER \_\_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: April 26, 2000
- E. PUBLIC HEARING:
1. 2000 Alley Improvements Assessment Hearing 
- F. CONSENT AGENDA:
1. General disbursements through 5/4/00, \$21,678.96
2. Request to approve tree trimming/removal contractor for 2000
3. Request to approve the employment contract for the city administrator, effective April 15, 2000
- G. POLICY AGENDA:
1. Request to adopt Resolution 00-12, accepting bid from T. A. Schifsky & Sons, Inc., and awarding contract for 2000 alley improvements
2. Request to accept and approve the Gibbs Farm plan
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN TO WORKSHOP

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                      LINDSTROM \_\_\_\_ TALBOT \_\_\_\_  
                      WORTHINGTON \_\_\_\_ PHILLIPS \_\_\_\_  
                      ATTORNEY \_\_\_\_ ENGINEER \_\_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: April 26, 2000 (Tab #1)
- E. PUBLIC HEARING:
  - 1.     **2000 Alley Improvements Assessment Hearing**
- F. CONSENT AGENDA:
  - 1.     General disbursements through 5/4/00, \$21,678.96 (Tab #2)
  - 2.     Request to approve tree trimming/removal contractor for 2000 (Tab #3)
  - 3.     Request to approve the employment contract for the city administrator, effective April 15, 2000 (Tab #4)
- G. POLICY AGENDA:
  - 1.     Request to adopt Resolution 00-12, accepting bid from T. A. Schifsky & Sons, Inc., and awarding contract for 2000 alley improvements (Tab #5)
  - 2.     Request to accept and approve the Gibbs Farm plan (Tab #6)
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN TO WORKSHOP

# DRAFT

City of Falcon Heights  
City Council Minutes  
April 26, 2000

The meeting was called to order by Mayor Gehrz at 7:00 p.m.

PRESENT: Gehrz, Hustad, Kuettel, Lindstrom, Talbot. Also present: Heather Worthington, City Administrator, Kristina Thompson, Staff Engineer with Howard R. Green Co.

COMMUNITY FORUM: There was no one present wishing to speak

MINUTES: The minutes of April 12, 2000 were approved.

#### CONSENT AGENDA:

Councilmember Lindstrom moved to approve the following consent agenda. The motion passed unanimously.

1. General disbursements
2. Licenses
3. Request to approve seal coating bid from Pearson Brothers, Inc.
4. Request to accept proposals for the sale of the 1979 and 1989 Ford ambulances
5. Request to accept low bid for the purchase of new helmets and fronts for the Fire Department
6. Request to approve the donation of one soil shredding machine manufactured by Lindig Manufacturing, Inc. in Falcon Heights, c. 1940
7. Designation of City Administrator as City Clerk
8. Designated signors for orders drawn on city funds

#### ADJOURN

The meeting adjourned at 7:10 p.m. to a workshop.

#### WORKSHOP

The workshop dealt with a discussion of redevelopment concepts for the Larpenteur/Snelling area. Jim Prosser, financial consultant, was also in attendance.

Respectfully submitted,

Pat Phillips, Deputy Clerk

CONSENT 1  
Meeting Date: 5/10/00

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through 5/4/00, \$21,678.96
2. Payroll, 4/16/00 to 4/30/00, \$13,505.78

ACTION REQUESTED: Approval

APPROVAL OF BILLS  
 PERIOD ENDING: \_5-4-00\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	GREAT WEST LIFE/ANNUITY	4/00 HUSTAD DEFERRED COM	LEGISLAT	75.00
	*** TOTAL	FOR DEPT 11		75.00
	AMERICAN OFFICE PRODUCTS	PAPER/LABELS/SCISSORS/CL	ADMINIST	106.00
	AMERICAN OFFICE PRODUCTS	NAMEPLATE	ADMINIST	7.46
	CARTRIDGE CARE	LASER PRINTER MAINTENANC	ADMINIST	45.00
	FBN, INC	E-MAIL ISSUES	ADMINIST	170.00
	FBN, INC	E-MAIL ISSUES/MOVE PCS	ADMINIST	322.20
	INSTY-PRINTS PLUS	BUSINESS CARDS-HEATHER	ADMINIST	58.29
	INSTY-PRINTS PLUS	RECEIPT FORMS	ADMINIST	369.43
	MINNEAPOLIS PAPER COMPANY	COPY PAPER	ADMINIST	269.90
38753	MN DEPARTMENT OF REVENUE	4/30 ST WITHHOLDINGS	ADMINIST	1,151.39
	NCPERS GROUP LIFE INS	5/00 PHILLIPS	ADMINIST	12.00
38754	PERA	4/30 PERA WITHHOLDINGS	ADMINIST	1,018.27
	*** TOTAL	FOR DEPT 12		3,529.94
	USWEST COMMUNICATIONS	TELE TO 5/1	COMMUNIC	606.26
	*** TOTAL	FOR DEPT 16		606.26
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING FIRE HALL	FIRE FIG	37.94
	KINGS TRUE VALUE	SPONGES/CLEANERS/CHAMOIS	FIRE FIG	17.86
	MARY RIGNEY	FIRE HALL CLEANING	FIRE FIG	180.00
	SUPERAMERICA	FUEL	FIRE FIG	69.68
	USWEST COMMUNICATIONS	TELE TO 5/1	FIRE FIG	164.26
	*** TOTAL	FOR DEPT 24		469.74
	ALBRECHT	IRRIGATION SPRINLER PART	CITY HAL	71.06
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	17.06
	BOARD OF WATER COMMISSNRS	S.S.	CITY HAL	11.67
	GLENWOOD INGLEWOOD	COOLER RENTAL CITY HALL	CITY HAL	9.00
	KNOX LUMBER CO.	CRABGRASS PREVENTER	CITY HAL	75.60
	KNOX LUMBER CO.	FLOUESCENT TUBES	CITY HAL	46.06
	KNOX LUMBER CO.	FLOURESCENT TUBES	CITY HAL	33.85
	LINDERS GREENHOUSES	FLOWERS FOR LOBBY	CITY HAL	63.69
	MCI WORLDCOM RES SVC	LONG DISTANCE/FAX CHRGS	CITY HAL	40.47
	M-75 BUILDING MAINTENANCE	CLEANING SVCS	CITY HAL	285.31
	OXYGEN SERVICE COMPANY	TANK RENTAL PUBLIC WORKS	CITY HAL	9.00
	SUBURBAN HARDWARE	EXT CORD/WIRE CONNECTORS	CITY HAL	14.03
	SUBURBAN HARDWARE	LUMBER/MASKING TAPE	CITY HAL	30.44
	AIRTOUCH CELLULAR	CELL PHONE MAERT	CITY HAL	7.81
	KINKO'S INC.	PAPER	CITY HAL	6.39
	*** TOTAL	FOR DEPT 31		721.44
	CERES ENVIRONMENTAL SVCS	HARDWOOD MULCH	STREETS	187.00
	D-ROCK CENTER LANDSCAPE	HARDWOOD MULCH	STREETS	582.17
	KNOX LUMBER CO.	MAINTENANCE SUPPLIES	STREETS	123.52
	KNOX LUMBER CO.	WORK GLOVES	STREETS	27.23
	NSP	ELECT TO 4/30	STREETS	69.16
	NSP	ELECT TO 4/30	STREETS	8.86
	NSP	ELECT TO 4/20	STREETS	75.86
	NSP	ELECT TO 5/1	STREETS	2,012.89
	NSP	ELECT TO 5/1	STREETS	53.64
	NSP	ELECT TO 5/1	STREETS	8.92

APPROVAL OF BILLS  
 PERIOD ENDING: 5-4-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	NSP	ELECT TO 5/1	STREETS	129.92
	SUPERAMERICA	FUEL	STREETS	62.25
	*** TOTAL FOR DEPT 32			3,341.42
	HOWARD GREEN COMPANYC.	GENERAL SERVICES	ENGINEER	240.00
	HOWARD GREEN COMPANYC.	MSA STREET INVEST	ENGINEER	428.50
	HOWARD GREEN COMPANYC.	2000 SEATCOATING IMPROVM	ENGINEER	936.50
	*** TOTAL FOR DEPT 33			1,605.00
	BOARD OF WATER COMMISSNRS	H2O	PARK & R	10.88
	BOARD OF WATER COMMISSNRS	S.S.	PARK & R	23.34
	NSP	ELECT PROTECTIVE LITES	PARK & R	21.80
	RED FLAG Q.M.S.	GRAFITTEE REMOVER	PARK & R	176.39
	SUBURBAN HARDWARE	TRASH BAGS/ELECT SUPPLYS	PARK & R	9.56
	UNITED RENTALS	PAINT	PARK & R	58.28
	USWEST COMMUNICATIONS	TELE TO 4/20	PARK & R	57.86
	*** TOTAL FOR DEPT 41			358.11
	AMERICAN OFFICE PRODUCTS	DESK CHAIR	GENERAL	346.13
	AMERICAN OFFICE PRODUCTS	DESK W/SIDE EXTENSION	GENERAL	723.48
	FBN, INC	GIS NEW EQUIP	GENERAL	170.00
	FBN, INC	GIS NEW EQUIPMENT	GENERAL	625.00
	*** TOTAL FOR DEPT 63			1,864.61
	NSP	ELECT TO 4/30	SANITARY	14.61
	*** TOTAL FOR DEPT 75			14.61
	HOWARD GREEN COMPANYC.	CITY HALL PAVILION	LARPENTE	70.00
	HOWARD GREEN COMPANYC.	ARONA TO HAMLINE ST CONS	LARPENTE	2,503.00
	*** TOTAL FOR DEPT 82			2,573.00
	CITY OF ROSEVILLE	BALANCE 1ST QTR TEENSTAF	MCAD	1,165.88
	BERNARDY, CONNIE LANNERS	MAY 1-15 PROF SVCS	MCAD	1,288.49
	BERNARDY, CONNIE LANNERS	PRINTING	MCAD	14.19
	BERNARDY, CONNIE LANNERS	TELEPHONE JAN-MAR	MCAD	291.36
	BERNARDY, CONNIE LANNERS	MEETING EXPS	MCAD	195.91
	*** TOTAL FOR DEPT 84			2,955.83
	HOWARD GREEN COMPANYC.	ENGINEERING	2000 ALL	3,564.00
	*** TOTAL FOR DEPT 87			3,564.00
	*** TOTAL FOR BANK 01			21,678.96
	*** GRAND TOTAL ***			21,678.96

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	4 27 00	6 SUSAN GEHRZ	30162	301.22
COM	4 27 00	11 JOHN HUSTAD	30163	202.05
COM	4 27 00	12 LAURA A. KUETTEL	30164	277.05
COM	4 27 00	13 PETER C. LINDSTROM	30165	277.05
COM	4 27 00	14 RICHARD P. TALBOT JR	30166	277.05
COM	4 27 00	34 CLEMENT KURHAJETZ	30167	276.20
COM	4 27 00	42 MICHAEL D. CLARKIN	30168	94.67
COM	4 27 00	66 ALFRED HERNANDEZ	30169	124.67
COM	4 27 00	74 MARK J. ALLEN	30170	55.41
COM	4 27 00	1002 SUSAN HOYT TAFF	30171	5073.02
COM	4 27 00	1007 PATRICIA PHILLIPS	30172	981.13
COM	4 27 00	1013 WILLIAM MAERTZ	30173	1234.88
COM	4 27 00	1033 DAVE TRETSEVEN	30174	904.55
COM	4 27 00	1089 KATHLEEN A. CIERNIA	30175	235.59
COM	4 27 00	1102 AUSTIN M. PETERSON	30176	267.63
COM	4 27 00	1136 ROLAND O. OLSON	30177	936.71
COM	4 27 00	1143 COLIN B. CALLAHAN	30178	353.25
COM	4 27 00	1173 ELIZABETH M. POSTIGO	30179	260.39
COM	4 27 00	1185 HEATHER M WORTHINGTON	30180	1373.26
		COMPUTER CHECKS		13505.78
		MANUAL CHECKS		.00
		NOTICES OF DEPOSIT		.00
		****TOTALS****		13505.78

**CONSENT 2  
5/10/00**

**ITEM: Request to approve tree trimming and removal contractor for 2000**

**SUBMITTED BY: Bill Maertz, Parks/Public Works Maintenance Director**

**REVIEWED BY: Heather Worthington, City Administrator**

**EXPLANATION/ DESCRIPTION:**

Summary and action requested: The council is being asked to approve the hiring of Precision Landscape and Tree Inc. to do public tree removals and cyclic trimming. Precision was the lowest of the three services that responded to a request for proposal. The Northome neighborhood is scheduled for trimming this year.

**The proposals were as follows:**

	<b>TRIMMING</b>	<b>REMOVALS</b>
Precision Landscape and Tree inch	\$12,890.00	\$14.80 per diameter
Hugo's Tree Care inch	\$18,500.00	\$20.00 per diameter
S & S Tree and Horticultural Inc.	\$18,750.00	\$15.00 per diameter inch

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

Strategy 4: To maintain the city's infrastructure.

**Action Requested:** Approve the hiring of Precision Landscape and Tree to do cyclic trimming and public tree removals at a cost of \$12,890 for trimming and \$14.80 per diameter inch for removals.



**Consent 3**  
**Date: 4/26/00**

**ITEM: Request to approve the employment contract for the City Administrator, effective April 15, 2000**

**SUBMITTED BY: Heather Worthington, City Administrator**

**REVIEWED BY: Roger Knutson, City Attorney**

**EXPLANATION/DESCRIPTION:**

**Summary and action requested:** The council is being asked to approve the employment contract for the City Administrator, Heather Worthington, effective April 15, 2000. A copy is attached for your perusal. The Mayor and the City Attorney have reviewed this document.

**ATTACHMENT:**

Copy of employment contract for City Administrator

**ACTION REQUESTED:**

Approve the employment contract for Heather Worthington, City Administrator.

## EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT made this 15<sup>th</sup> day of April 2000, between the City of Falcon Heights and Heather Worthington herein called Worthington.

WITNESSETH:

WHEREAS THE CITY OF FALCON HEIGHTS wishes to employ Worthington as its City Administrator effective April 15, 2000 upon the terms herein provided.

IT IS AGREED as follows:

1. POSITION. The City of Falcon Heights agrees to employ Worthington as their City Administrator. Worthington agrees to serve as the City Administrator and will devote her full business time and best efforts to the City of Falcon Heights. Attached is a copy of the position description.
2. SALARY. The City of Falcon Heights agrees to pay Worthington an annual salary at the rate of \$47,000 per year for the year starting April 15, 2000, and thereafter at such rate as may from time to time be fixed by the City Council. It is understood that Worthington's salary will be reviewed annually and she will be given a performance appraisal prior to her annual reviews.
3. CITY PLANS. Worthington will be entitled to participate in PERA and FICA, insurance and other benefit plans as the City of Falcon Heights may from time to time maintain for the benefit of its employees, plus the other benefit plans as outlined below.
  - a. CAR ALLOWANCE. Worthington will be reimbursed at a rate of .31 per mile for car expense/mileage.
  - b. VACATIONS. As identified in the personnel policy.
  - c. SICK LEAVE. As identified in the personnel policy.
  - d. HOLIDAYS. As identified in the personnel policy.

- e. **INSURANCE.** As identified in the personnel policy. The city will provide group life insurance coverage equal to one (1) times annual salary at no expense to Worthington.
- 4. **DUES AND SUBSCRIPTIONS.** The City agrees to budget and to pay the professional dues and subscriptions of Worthington necessary for her continuation and full participation in national, regional, state and local associations necessary and desirable for her continued professional participation, growth and advancement, for the good of the City.
- 5. **PROFESSIONAL DEVELOPMENT.** The City agrees to budget and pay the travel and subsistence expenses of Worthington for professional and official travel, meetings and occasions adequate to continue the professional development of Worthington and to adequately pursue necessary official and other functions for the City including, but not limited to, the ICMA Conference, State League of Municipalities, National League of Cities and such other committees thereof which Worthington serves as a member. Worthington will use good judgment in her outside activities so that she will not neglect her primary duties to the City.
- 6. **CIVIC CLUB MEMBERSHIP.** The City recognizes the desirability of representation in and before local civic and other organizations, and Worthington is authorized to become a member of such civic clubs or organizations as deemed appropriate at City expense.
- 7. **RETIREMENT, ICMA PLAN.** The City agrees to continue the agreement provided by the ICMA retirement plan and the City of Falcon Heights. Any contributions to the plan will be deducted from Worthington's annual salary as stated in Paragraph 2 above.
- 8. **TERMINATION AND SEVERANCE PAY.** Either party may terminate this Agreement at any time. In the event of termination by Worthington, Worthington shall give the City 45 days' notice in advance.

In the event of termination by the City, or if any of the following occur, the City shall pay severance pay, subject to withholding taxes, in a lump sum cash payment equal to three months' salary:

- a: Worthington resigns as a result of a reduction in salary or other financial benefits of Worthington in a greater percentage than any across the board reduction for all City employees.
- b: Worthington resigns as a result of the City's refusal, following written notice by Worthington, to comply with any other provision of this Agreement.

c: Worthington resigns following a formal suggestion by the City that she resign.

In the event of termination by the City for the following reasons, the City shall have no obligation to pay severance pay:

- d. Worthington's termination is either because she is unwilling or unable to continue to perform the duties of the City Administrator;
- e. Worthington's termination is because of her dishonesty or theft of the City's property;
- f. Worthington's termination is because of her commission of a crime or other act which would materially damage the reputation of the city;
- g. Worthington's termination is for just cause.

In the event of a dispute about termination under paragraph 8g, the parties agree to submit the issue to non-binding arbitration under the Rules of the American Arbitration Association. If the arbitrator agrees that the termination was for just cause, Worthington shall receive no severance pay. If the arbitrator finds that the termination was without just cause, the termination shall stand, but Worthington shall receive severance pay. Provided, however, that since the arbitration proceedings are non-binding, either party may, after receiving the arbitrator's decision, elect to initiate legal proceedings on the "just cause" termination issue. Since other provisions in this contract are not subject to the non-binding arbitration requirement, disputes under this contract may be litigated without resorting to arbitration.

9. **GENERAL EXPENSES.** The City recognizes that certain expenses of a non-personal and generally job affiliated nature are incurred by Worthington and hereby agrees to reimburse or to pay said general expenses subject to Council approval.

10. **GENERAL PROVISIONS.** The text herein shall constitute the entire Employment Agreement between the City and Worthington.

This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Worthington.

This Agreement shall become effective April 15, 2000.

If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Falcon Heights on a unanimous vote of its City Council has caused this Agreement to be signed and executed in its behalf by its Mayor and Worthington has signed and executed this Agreement, both in duplicate, the day and year first above written.

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Susan Gehrz  
Mayor of the City of Falcon Heights  
State of Minnesota

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Heather M. Worthington

**ITEM:** Request to adopt Resolution 00-12, accepting-bid from T.A. Schifsky & Sons, Inc., and awarding contract for 2000 Alley Improvements

**SUBMITTED BY:** Heather Worthington, City Administrator

**REVIEWED BY:** Terry Maurer, City Engineer

**EXPLANATION/DESCRIPTION:**

**Summary and action requested:**

The Council is being asked to adopt Resolution 00-12, accepting the bid and awarding contract for 2000 Alley Improvements to T.A. Schifsky & Sons, Inc. in the amount of \$198,403.50.

**Bids received were as follows:**

1. T.A. Schifsky & Sons, Inc.	\$198,403.50
2. Tower Asphalt, Inc.	\$213,790.25
3. Palda and Sons, Inc.	\$270,725.60
4. North Valley, Inc.	\$273,398.25
5. Midwest Asphalt Corp.	\$283,836.90
6. Bituminous Roadways, Inc.	\$311,414.00
7. Ace Blacktop, Inc.	\$363,608.00

**Goal 2:** To maintain and promote the assets of the city's unique neighborhoods including commercial, residential, and open space uses for present and future generations.

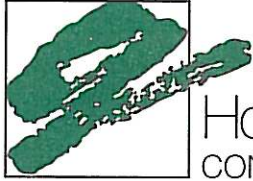
**Strategy 4:** Maintain the city's infrastructure.

**ATTACHMENT:**

- 1 Letter from Terry Maurer, City Engineer
- 2 Resolution 00-12

**ACTION REQUESTED:**

Adoption of Resolution 00-12, and acceptance of bid from T.A. Schifsky & Sons, Inc., and awarding of contract for 2000 Alley Improvements.



Howard R. Green Company  
CONSULTING ENGINEERS

May 3, 2000  
File: 808630J-0564

Ms. Heather Worthington  
City Administrator  
City of Falcon Heights  
2077 Larpenteur Avenue West  
Falcon Heights, MN 55113-5594

RE: ASSESSMENT HEARING  
YEAR 2000 ALLEY IMPROVEMENTS

Dear Ms. Worthington:

As you are aware, the assessment notices have been sent to all property owners on the 2000 Alley Improvements project and the assessment hearing is scheduled for next Wednesday, May 10, 2000. I will be in attendance at the assessment hearing and prepared with a brief presentation for the City Council and affected property owners. After my presentation, I will attempt to answer any questions the Council or audience may have.

At the close of the assessment hearing, the City Council should consider the two attached resolutions. The first resolution adopts the assessment roll. The Council may adopt this with any changes they deem appropriate to the assessment roll after the close of the assessment hearing. The second resolution would accept the bid and award the contract to T. A. Schifsky & Sons, Inc., in the amount of \$198,403.50.

Once again, I will be in attendance at the May 10, 2000, City Council meeting should you have any questions.

Sincerely,

Howard R. Green Company

Terry J. Maurer, P.E.

TJM:tw  
Attachments

COUNCIL RESOLUTION

Date: May 10, 2000

RESOLUTION ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for the 2000 Alley Improvements, bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

1. T. A. Schifsky & Sons, Inc.	\$198,403.50
2. Tower Asphalt, Inc.	213,790.25
3. Palda and Sons, Inc.	270,725.60
4. North Valley, Inc.	273,398.25
5. Midwest Asphalt Corp.	283,836.90
6. Bituminous Roadways, Inc.	311,414.00
7. Ace Blacktop, Inc.	363,608.00

AND WEREAS, it appears that T. A. Schifsky & Sons, Inc. is the lowest responsible bidder.

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

1. The mayor and clerk are hereby authorized and directed to enter into the attached contract with T. A. Schifsky & Sons, Inc. in the name of the City of Falcon Heights for the 2000 Alley Improvements according to the plans and specifications therefore approved by the city council and on file in the office of the city clerk.
2. The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the council this 10<sup>th</sup> day of May 2000.

Moved by: \_\_\_\_\_

GEHRZ \_\_\_\_\_ In Favor  
TALBOT \_\_\_\_\_  
HUSTAD \_\_\_\_\_ Against  
LINDSTROM \_\_\_\_\_  
KUETTEL \_\_\_\_\_

Approved by: \_\_\_\_\_

Mayor  
May 10, 2000  
Date

Attested by: \_\_\_\_\_

City Clerk  
May 10, 2000  
Date



# RCHS

## GIBBS FARM MUSEUM

Expanded Interpretation Summary, July 1999

The Gibbs Farm (a National Historic Site) received more than 20,000 visitors in 1998; 66% were in school groups. The farm, started 1849, opened as a museum in 1954, and is open from 1 May to 31 October. It was recently interpreted as an urban fringe farm in 1900.

In 1995 the Society completed an archaeological investigation and found the original sod dug-out home (1849-1854). A plan to expand the interpretation of the farm has been developed with assistance from the Minnesota Humanities Commission and three foundations, and descendants of Cloud Man (head of the Dakota band associated with Jane Gibbs' childhood) and descendants of the Gibbs family.

The new interpretation will use the family as the unifying theme to introduce the colorful story of Jane Gibbs' childhood and her unusual and friendly association with the Native American Dakota; Jane's birth family in Batavia NY, her missionary family in Minnesota; her Dakota family at Lake Harriet; and her own pioneer family. It will present Native American culture of the period (1835 - 1862), and compare and contrast differences between cultures in such areas as how the two cultures provided shelter for themselves when faced with the same environment (dugout "soddy", or tipi and bark lodges); the differences between pioneer-style farming and Dakota gardening (and its gender roles); the differences in family structure and kinship relationships; the different concepts of ownership and the effect these may have had on the land treaties being signed during this period.

Implementation will include physical changes:

- 1- A heritage apple orchard - already installed along Larpenteur Avenue
- 2- Replacement of community gardens with pasture for animals - already begun
- 3- A replica of the original 1849 sod house - construction to begin in August 1999,
- 4- Native prairie - implementation to begin in September; likely finish date is May 2001. It will require some controlled burns. (See attached)
- 5- Native American and pioneer gardens - on-going but locations will change somewhat
- 6- A Dakota bark lodge and drying rack - construction to begin in August 1999,
- 7- The recreation of the old Indian trail - construction time table to be determined.

Our goal is to open the dugout sod house and the bark lodge to the public in the 2000 season. Much of Phase II of the project is funded by a 1999 LCMR grant (\$150,000).

The Society's long-term plan includes construction of a new Interpretive Center to support the expanded interpretation with visitor orientation space, exhibit space, collection storage space a museum store, education class rooms, and community gathering space. At this time, the estimated size of the building would be 15,000 square feet - a major portion of it underground. The Society plans to seek half the funding for the building from the state legislature, and from private funders for the other half.

With the completion of this new facility, Gibbs Farm Museum will become an even greater statewide and regional tourism destination. Nowhere else in the region is this story of the Dakota people being told. The project tells the true story of the association of Jane Gibbs with her Dakota friends and is a beacon of hope for cross-cultural understanding and acceptance.

RAMSEY-COUNTY-HISTORICAL-SOCIETY

323 Landmark Center, 75 West 5th St., St. Paul, MN 55102 Phone • (651) 222-0701 • Fax (651) 223-8539

The society owns and operates  
the GIBBS FARM MUSEUM

2097 West Larpenteur, Falcon Heights, MN 55113-5313 Phone • (651) 646-8629 Fax • (651) 659-0345

**ITEM:** Request to accept and approve the Gibbs Farm Plan

**SUBMITTED BY:** Heather Worthington, City Administrator

**REVIEWED BY:** Susan Hoyt, former City Administrator

**EXPLANATION/DESCRIPTION:**

**Summary and action requested:**

The Council is being asked to accept the Gibbs Farm Site Plan for future uses and additions to the Gibbs Farm historical site. As accepted, this plan will become a guiding document for Gibbs Farm, and future uses, changes, structures, and plans must be indicated on this plan, or an ammended plan in the future.

**BACKGROUND:**

The Planning Commission reviewed the site plan in July 1999, and approved the placement of the pasture areas and the sod house. Since then, the Ramsey County Historical Society has added several features to the site plan, and they are seeking approval of this as a guiding document.

Priscilla Farnham, Executive Director of the Ramsey County Historical Society will give the Council a short presentation on the site plan, and the history of the Gibbs Farm Historic Site.

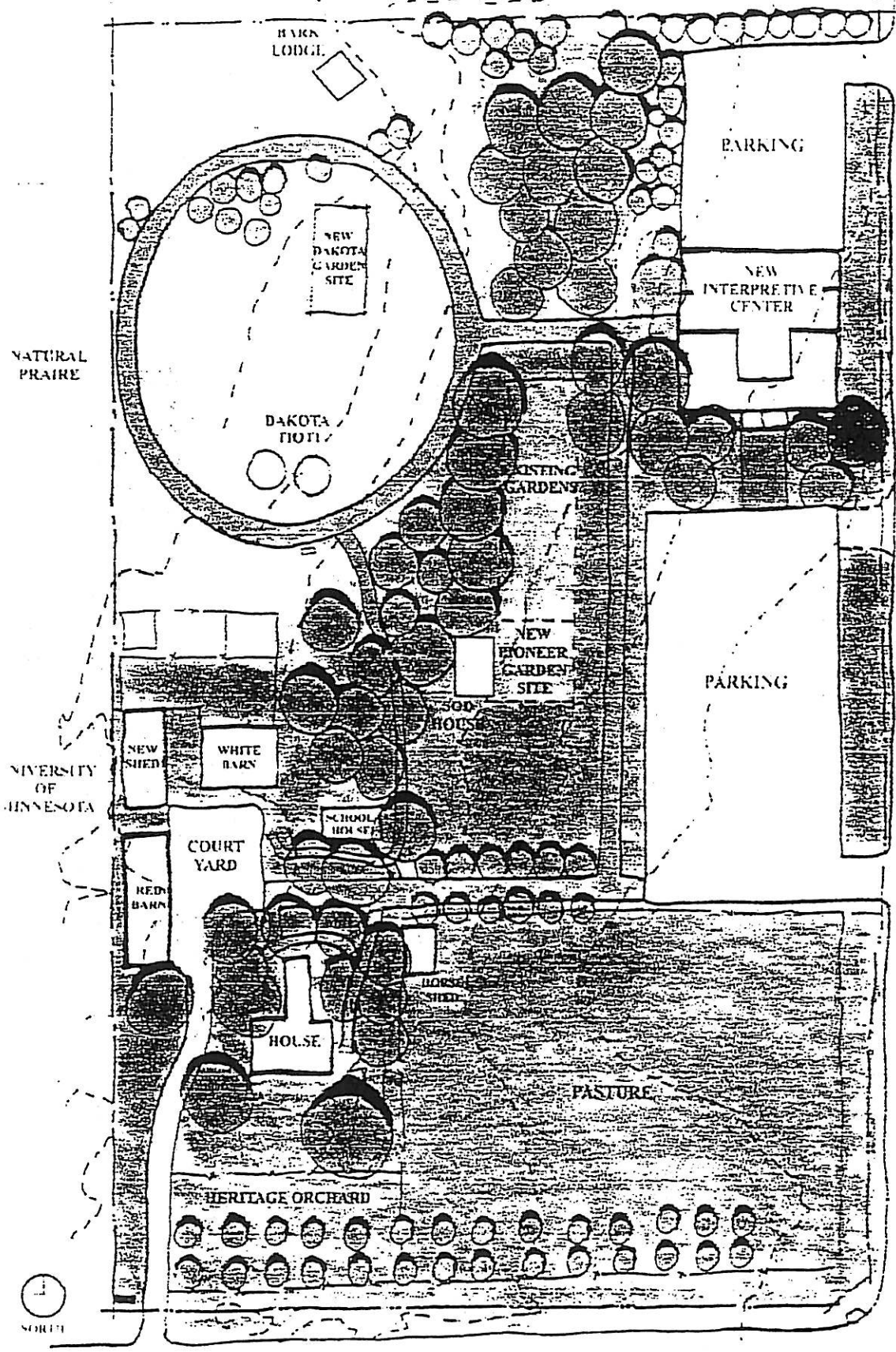
**ATTACHMENT:**

- 1 Interpretation Summary and Report
- 2 Site Plan
- 3 Earth-berm cross section plan

**ACTION REQUESTED:**

Accept and approve the site plan for the Gibbs Farm Historic Site.

Presented to  
Planning  
Commission  
7/27/99



LARPEN TEUR AVENUE

CLEVELAND AVENUE



THE

**F. Management:**

1. During the first growing season the project area may need to be mowed to control annual weed development. If a closed canopy of weed cover develops at a height of 18 to 20 inches or more, it should be mowed. Cutting height shall be 4" to 6 inches. Mowings done by PRI will be billed separately.
2. In years following the first growing season, management services could include burning, spot spraying, cutting or tree removal. These services should be contracted separately from the installation contract.

**G. Costs:**

See Chart on the last page for pricing.

**H. Guarantee:**

On projects installed by PRI crews within the specified dates, we will guarantee successful establishment within three growing seasons. If this does not occur, replanting will be done without charge unless the failure can be attributed to the actions of others.

This outline provides a step-by-step procedure for accomplishing the restoration of this site. While it can serve as a plan for use without further PRI input, PRI can not guarantee the results if PRI materials and PRI installation services are not used on the project.

**I. Notes:**

1. The two year management plan will get the project off to a good start and should include at least one burn.

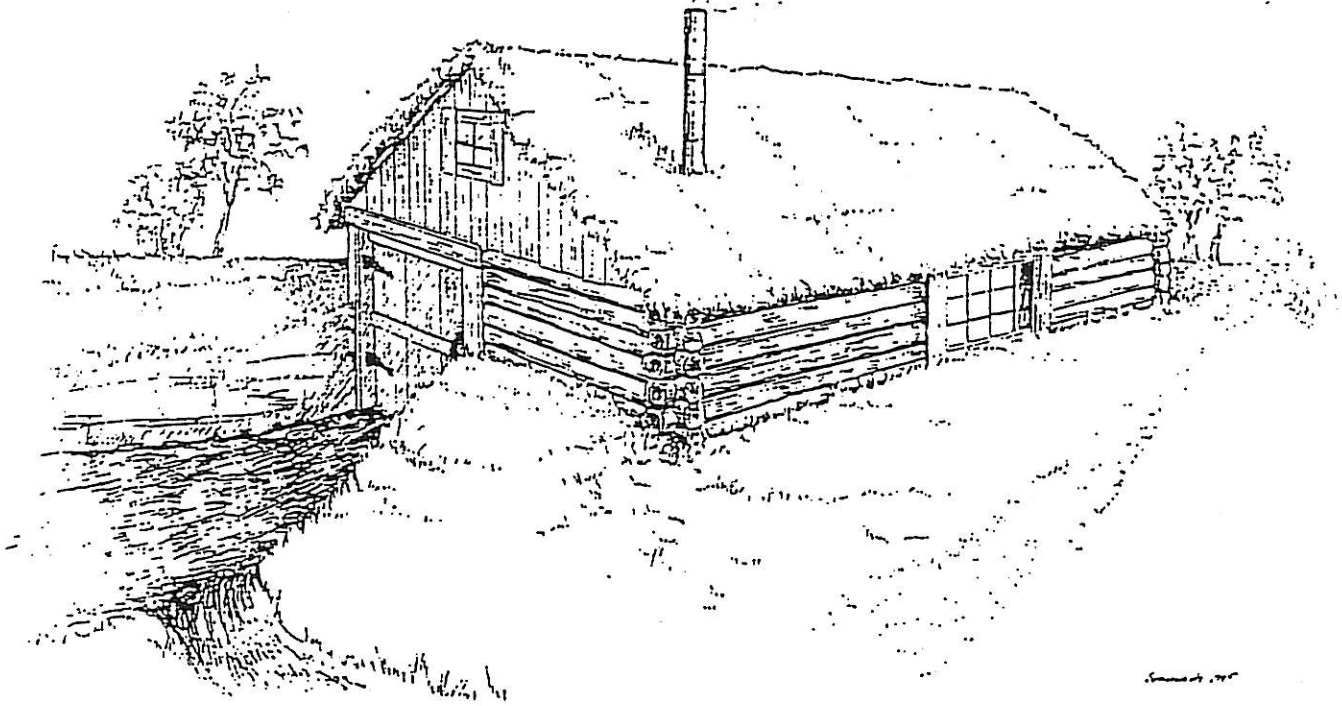


Figure 1. Artist's reconstruction of the Gibbs Farm Dugout (21RA26) as it may have appeared during its occupation by Heman and Jane Gibbs between 1849-1854.

**An outline of the suggested procedures and materials to be used for creating a prairie and savanna landscape on approximately one acre at the Gibbs Farm in St. Paul**

**A. Site Preparation:**

1. The project area will be mowed during June or July of 1999.
2. During September of 1999 apply Roundup® Ultra herbicide as per manufacturers directions. Allow a minimum of 7 days before disturbing the vegetation with other procedures.
3. Implement a controlled burn using appropriate procedures, equipment and permits.
4. Selected trees, mostly boxelder, shall be cut and removed from the site. Stumps shall either be chemically treated or ground out. Most of this work will be done in November of 1999.
5. Transplant 8 pine trees and 3 Tamaracks during May of 2000.
6. Respray with Roundup® herbicide if regrowth of vegetation occurs and when it reaches approximately 10" to 12" in height.
7. Disk or till the soil to a depth of 4".
8. Respray with Roundup® herbicide if regrowth of vegetation occurs and when it reaches approximately 10" to 12" in height. This will probably occur during June of 2000.
9. Disk or till the soil to a depth of 4"
10. Harrow or rake the soil to create a firm, smooth seed bed.

**B. Seed and Seeding:**

1. Seeding dates shall be in the spring or summer before July 30 or in the fall between September 20 and freeze-up.
2. All seed shall be applied by broadcasting.
3. The seed mix shall consist of the following species and amounts.

## Grass mixes

lbs./project area

### Short dry mix:

Includes 36% Side oats grama, 20% Blue grama,  
42.5% Little bluestem by PLS wt., 1% June grass,  
and 0.5% Prairie dropseed by bulk wt. .... 10

### Mixed height mesic mix:

Includes 35% Big bluestem, 7.5% Side oats grama,  
4% Canada wild rye, 3.25% Switch grass, 25% Little  
bluestem, 25% Indian grass by PLS wt., and 0.25% Prairie  
dropseed by bulk wt. .... 10

## Individual Wildflower Species

oz./project area

Yarrow ( <i>Achillea millefolium</i> ).....	1
Giant hyssop ( <i>Agastache foeniculum</i> ).....	3
Leadplant ( <i>Amorpha canescens</i> ).....	4
Butterfly weed ( <i>Asclepias tuberosa</i> ).....	6
Heath aster ( <i>Aster ericoides</i> ).....	1
Azure aster ( <i>Aster oolentangiensis</i> ).....	2
Stiff tickseed ( <i>Coreopsis palmata</i> ).....	1
Canada tick-trefoil ( <i>Desmodium canadense</i> ).....	1
Stiff sunflower ( <i>Helianthus rigidus</i> ).....	1
Common ox-eye ( <i>Heliopsis helianthoides</i> ).....	2
Bush clover ( <i>Lespedeza capitata</i> ).....	1
Rough blazing star ( <i>Liatris aspera</i> ).....	5
Tall blazing star ( <i>Liatris pycnostachya</i> ).....	2
Wild bergamot ( <i>Monarda fistulosa</i> ).....	1
White prairie clover ( <i>Petalostemum candidum</i> ).....	3
Purple prairie clover ( <i>Petalostemum purpureum</i> ).....	8
Yellow coneflower ( <i>Ratbida pinnata</i> ).....	2
Black-eyed susan ( <i>Rudbeckia hirta</i> ).....	8
Gray goldenrod ( <i>Solidago nemoralis</i> ).....	2
Stiff goldenrod ( <i>Solidago rigida</i> ).....	1
Showy goldenrod ( <i>Solidago speciosa</i> ).....	1
Hoary vervain ( <i>Verbena stricta</i> ).....	4
Culvers root ( <i>Veronicastrum virginicum</i> ).....	1
Golden alexanders ( <i>Zizia aurea</i> ).....	3

## C. Plants and Planting:

1. Immediately following the seeding, the planting will be further diversified with seedlings. These will be planted individually in appropriate micro-habitats throughout, or in the designated areas of the project. The species used will consist primarily of species other than those previously seeded.
2. From the following list of 32, a minimum of 20, species will be used.
3. Plant a total of 3,500.

## Wildflowers

Prairie onion (*Allium stellatum*)  
Pussytoes (*Antennaria neglecta*)  
Columbine (*Aquilegia canadensis*)  
Whorled milkweed (*Asclepias verticillata*)  
Blue-wood aster (*Aster cordifolius*)  
Heath aster (*Aster ericoides*)  
Smooth aster (*Aster laevis*)  
Azure aster (*Aster oolentangiensis*)  
Arrow-leaved aster (*Aster urophyllus*)  
Harebell (*Campanula rotundifolia*)  
Stiff tickseed (*Coreopsis palmata*)  
Prairie larkspur (*Delphinium virescens*)  
Northern bedstraw (*Galium boreale*)  
Yellowish gentian (*Gentiana alba*)  
Wild geranium (*Geranium maculatum*)  
Prairie smoke (*Geum triflorum*)  
Long-leaved bluets (*Hedyotis longifolia*)  
Alum-root (*Heuchera richardsonii*)  
Rough blazing star (*Liatris aspera*)  
Meadow blazing star (*Liatris ligulistglis*)  
Pale lobelia (*Lobelia spicata*)  
Prairie phlox (*Phlox pilosa*)  
Prairie cinquefoil (*Potentilla arguta*)  
Mountain mint (*Pycnanthemum virginianum*)  
Prairie rose (*Rosa arkansana*)  
Bloodroot (*Sanguinaria canadensis*)  
Balsam ragwort (*Senecio paupercaulis*)  
Blue-eyed grass (*Sisyrinchium campestre*)  
Culver's root (*Veronicastrum virginicum*)  
Prairie violet (*Viola pedatifida*)  
Yellow violet (*Viola pubescens*)

## Grasses

Prairie dropseed (*Sporobolus heterolepis*)

### D. Mulching:

1. Mulching of all areas sloped greater than 3 to 1 should be done using clean straw at 1.5 tons per acre.

### E. Adding New Trees and Shrubs:

1. A plan for new plantings will need to be prepared. This could range from \$5,000.00 to \$25,000.00 depending on available funds and could be treated as a separate contract.



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**G. Costs:**

See Chart on the last page for pricing.

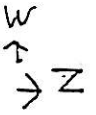
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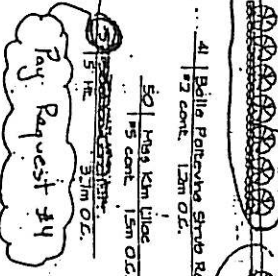
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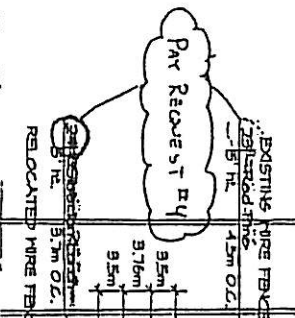


69530

UTBS  
PROP. #  
P. 1/10  
P. 1/10  
P. 1/10



41 Belle Poterove Strata Rose  
15 cont. 15m O.Z.  
50' Max Km Ulix  
15 cont. 15m O.Z.

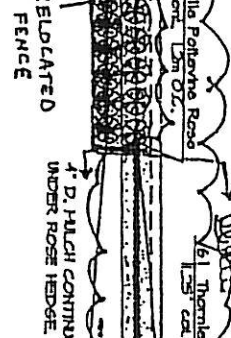


PAR REQUEST #4  
EXISTING WIRE FENCE  
RELOCATED WIRE FENCE



DELETE 6 THORPNESS HAWTHORN  
REMOVE 121 BELLE POTEROVE ROSES

REMOVE SWUMPS + TREES  
AFTER JUNE 31, 1998



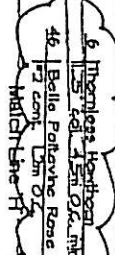
U OF M PASTURE

COMMUNITY PARK

PARK

S: COMPLETE

Station 1+695 thr



4\"/>

NO-HOW SEED MIX

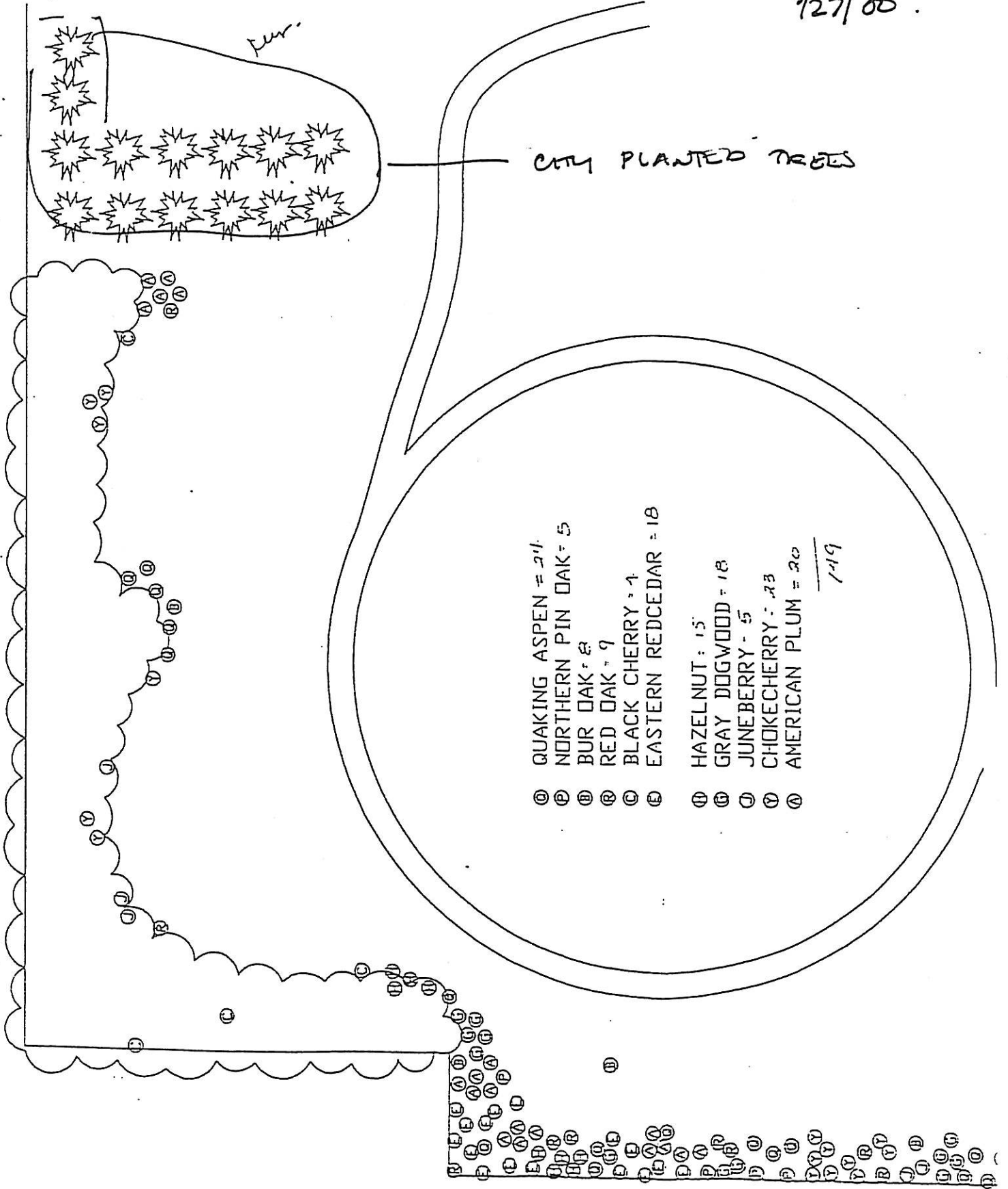
RELOCATE WIRE FENCE  
TO SOUTH SIDE OF NEW  
HEDGEROW

NO-HOW SEED MIX

CLEVELAND

From G&S

3/27/00



- ⓐ QUAKING ASPEN = 21
  - ⓑ NORTHERN PIN OAK = 5
  - ⓒ BUR OAK = 8
  - ⓓ RED OAK = 9
  - ⓔ BLACK CHERRY = 1
  - ⓕ EASTERN REDCEDAR = 18
  - ⓖ HAZELNUT = 15
  - ⓗ GRAY DOGWOOD = 18
  - ⓘ JUNE BERRY = 5
  - ⓙ CHOKECHERRY = 23
  - ⓚ AMERICAN PLUM = 20
- 1-19