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

AGENDA May 11, 2011

A.	CALL TO ORDER:	
B.	ROLL CALL:	LINDSTROM HARRIS GOSLINE LONG MERCER-TAYLOR MILLER
C.	PRESENTATIONS: 1. Armed Forces We 2. 2010 Audit Presen	
D.	APPROVAL OF MIN	NUTES: April 27, 2011
Ε.	PUBLIC HEARINGS	:
F.	CONSENT AGENDA 1. General Disburse Payroll through 4/15 2. City License Rene 3. Ten Year Employ	ments through 4/29/2011: \$75,580.19 5/2011: \$14,786.68 ewal
G:	POLICY ITEMS: 1. 2011 Sanitary Sev	ver Lining Project
H.	INFORMATION/AN	NNOUNCEMENTS:
I.	COMMUNITY FORU	JM:
J.	ADJOURNMENT:	

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

AGENDA April 27, 2011

CALL TO ORDER:

A.

В.	ROLL CALL:	LINDSTROMX_ HARRISab GOSLINGX_ MERCER-TAYLORab MILLERX	NEX			
C.	PRESENTATIONS: 1. University of Minnesota Law Student Presentation Municipal Renewable Energy Funding					
D.	APPROVAL OF MIN	NUTES: April 13, 2011	Approved			
E.	PUBLIC HEARINGS	:				
F.	CONSENT AGENDA: Chuck Long Moved Approved 3-0 1. General Disbursements through 4/4/2011: \$67,380.88 Payroll through 4/15/2011: \$14,545.28 2. City License Renewal					
G:		Cities Bike Parking Program Keith Gosline M unding Resolution Peter Lindstrom M	Moved Approved 3-0 Moved Approved 3-0			
H.	ADDENDUM: 1. University Grove	e Traffic Island Encroachment Agreement	Chuck Long Moved Approve As Amended 3-0			
I.	INFORMATION/AN	NNOUNCEMENTS:				
J.	COMMUNITY FORU	JM:				
K.	ADJOURNMENT:		7:57pm			

CITY OF FALCON HEIGHTS COUNCIL RESOLUTION

May 11, 2011

No. 11-05

Resolution Proclaiming Armed Forces Week

WHEREAS, The United States Armed Forces serve to protect the lives and liberties of the citizens of the United States; and

WHEREAS, The men and women of the United States Armed forces dedicate their lives to our country in every capacity, in times of peace and war; and

WHEREAS, The members of the United States Armed Forces come from every group, religion, ethnicity, profession, size and shape to serve; and

WHEREAS, Members of the Armed Forces have enriched the diverse community of Falcon Heights through their participation in city government, the arts, religious institutions, and community organizations; and

WHEREAS, Currently 1.4 million citizens of the United States serve in the various branches of the United States Armed Forces; and

WHEREAS, Armed Forces Day was created to honor those serving in the five branches of the United States military, including the Army, Navy, Marine Corps, Air Force and Coast Guard; and

WHEREAS, The men and women of the Unites States Armed Forces are traditionally recognized for their service to the United States of America in the month of May; and

WHEREAS, the third Saturday in May is nationally recognized as Armed Forces Day; and

WHEREAS, today, on behalf of the City of Falcon Heights, we join together to celebrate the service of the men and women who are serving in the United States Armed Forces.

NOW, THEREFORE	E BE IT	RESOLVED) , that the Falc	on Heights City Council does hereby
proclaim the week of	f May 1	15 th through 2	21st as ARMEI	FORCES WEEK in appreciation of
the services provided	d by m	embers of the	e United States	s Armed Forces.
Moved by:			Approved by	:
				Peter Lindstrom, Mayor
				May 11, 2011
LINDSTROM		In Favor	Attested by:	
GOSLINE				Justin Miller
HARRIS		Against		City Administrator
LONG				May 11, 2011
MERCER-TAYLOR				



Meeting Date	May 11, 2011
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through 4/29/2011: \$75,580.19 Payroll through 4/15/2011: \$14,786.68
Budget Impact	
Attachment(s)	General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ID		GROSS	P.O. #	
			G/L ACCOUNT NAME D	
01-00250 AMERIPRIDE \$.=========
01-00230 AMERIPRIDE	SERVICES			
I-1000919715	LINEN CLEANING	39.13		***************************************
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	LINEN CLEANING		101 4124-82011-000 LINEN CLEANING	39.13
	=== VENDOR TOTALS ===			
01-05220 ANDERSON, HE				
		2,559.32		
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	APR/11 PROSECUTIONS		101 4123-80200-000 LEGAL FEES	2,559.32
	=== VENDOR TOTALS ===	E-6000		
01-00869 BENEFIT EXTR				
I-39340	APR ADMIN EXP	30.00		
	DUE: 4/29/2011 DISC: 4/29/2011	ARC 1978-198	1099 · N	
	APR ADMIN EXP		101 4112-89000-000 MISCELLANEOUS	30.00
		30.00		
01-03022 MICHELLE CHE				
I-201104292805	REFUND REC SPORTS	41.00		
	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	REFUND REC SPORTS		201 34310-000 RECREATION FEES	41,00
				31.00
	=== VENDOR TOTALS ===	41.00		
01-03181 CITY OF NEW				
I-201104292803	HAZMAT CHARGES	37.37		
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	HAZMAT CHARGES .		101 4124-87100-000 HAZMAT	37.37
	=== VENDOR TOTALS ===	37.37		
				=========
01-03122 CITY OF ST PA	AUL			
I-201104292809	MAR/11 FUEL	99.37	<u></u>	
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	MAR/11 FUEL		101 4124-74000-000 MOTOR FUEL & LUBRICANTS	99.37
	=== VENDOR TOTALS ===	99.37		

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ID			GROSS	P.O. #		
POST DATE BANK COL	DEDESCRIPTION-		DISCOUNT	G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-03141 COMP VIEW IN						
ONE STREET, STREET, STREET,						
I-0128053-IN	SMARTBOARD		8,213.53			
4/29/2011 APBNK	MANUAL CK# 077705	4/26/2011		1099: N		
	SMARTBOARD			401 4401-91500-000	SMARTBOARD	8,213.53
	=== VENDOR TOTALS ===		8,213.53			
******************					=======================================	
01-05358 BARBARA HART	WICK					
I-201104292806	REFUND REC SPORTS		16.00			
4/29/2011 APBNK	DUE: 4/29/2011 DISC:	4/29/2011		1099: N		
	REFUND REC SPORTS	,,		201 34310-000	RECREATION FEES	16.00
				201 34310 000	RECREATION FEED	16.00
	=== VENDOR TOTALS ===		16.00			
			========			=======================================
01-05796 MN DEPT OF L	ABOR & INDUSTRY					
I-11500123015	1ST QTR SURCHARGES		384.96			
4/29/2011 APBNK	DUE: 4/29/2011 DISC:	4/29/2011		1099: N		
	1ST QTR SURCHARGES			101 20801-000	DUE TO OTHER GOVERNMENTS	384.96
	=== VENDOR TOTALS ===		384.96			
	=======================================					
01-05843 MN NCPERS LI	FE INSURANCE					
I-201104292810	MAY/11 LIFE INS		32,00			Mp
4/29/2011 APBNK	DUE: 4/29/2011 DISC:	4/29/2011		1099: N		
	MAY/11 LIFE INS	500 F 50000000 F 5000000000000000000000		101 21709-000	OTHER PAYABLE	31.20
	MAY/11 LIFE INS			206 21709-000	OTHER PAYABLE	0.80
						0.00
	=== VENDOR TOTALS ===		32.00			
01-07263 NEXTEL COMMUN		=======================================			=======================================	
I-201104292804	CELL PHONE CHRGS	Nation Manager (No. 100 Acres Acres	171.54			
4/29/2011 APBNK	DUE: 4/29/2011 DISC:.	4/29/2011		1099: N		
	CELL PHONE CHRGS			101 4121-85015-000	CELL PHONE	60,40
	CELL PHONE CHRGS			101 4131-85015-000	CELL PHONE	12.11
	CELL PHONE CHRGS			101 4141-85015-000	CELL PHONE	21.57
	CELL PHONE CHRGS			101 4132-85015-000	CELL PHONE	7.29
	CELL PHONE CHRGS			602 4602-85015-000	CELL PHONES	20.00
	CELL PHONE CHRGS			601 4601-85015-000	CELL PHONE	50.17
	=== VENDOR TOTALS ===		171.54			

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ID-			GROSS	P.O. # "		
POST DATE	BANK COD	EDESCRIPTION	DISCOUNT	G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
	=======					
1-06065 OXY	GEN SERVI	CE COMPANY				
I-7494492		COMPRESSED AIR	86.57	2.0001 100 1000-11010-12		
4/29/2011	APRNK	DUE: 4/29/2011 DISC: 4/29/2011	86.37	1099: N		
.,,		COMPRESSED AIR		101 4124-70100-000	elibbi Tee	06.50
		CONTRIBUTE ATT		101 4124-70100-000	SUPPLIES	86.57
I-7495507		COMPRESSED AIR	86.57	7-11/00		
4/29/2011	APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N		
		COMPRESSED AIR		101 4124-70100-000	SUPPLIES	86.57
		=== VENDOR TOTALS ===	173.14			
		OF ROSEVILLE				
T 2011042021						-
I-2011042928 4/29/2011		APR/MAY/JUNE MEETING EXP DUE: 4/29/2011 DISC: 4/29/2011	292.00	1099: N		
.,,		APR/MAY/JUNE MEETING EXP			CONFERENCES/EDUCATION/AS	100.00
		DUES SEETING EXT			CONFERENCES/EDUCATION/AS	192.00 100.00
				101 1112 00100 000	CONTENED DED CATTON, AS	100.00
		=== VENDOR TOTALS ===	292,00			
			==========			=========
1-07228 CITY	OF ST A	NTHONY				
I-2534		MAY/11 POLICE SVCS	49,180.58			
4/29/2011	APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N		
		MAY/11 POLICE SVCS		101 4122-81000-000	POLICE SERVICES	49,180.58
	12-2-2-	=== VENDOR TOTALS ===	49,180.58			
	ROIX TREE					
I-63199	~~~	SELIMB COLUMNIA	1 017 00			
4/29/2011	APBNK	STUMP GRINDING	1,247.23			
4/25/2011	APDINK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N		
		STUMP GRINDING		205 4205-85100-000	STUMP GRINDING	1,247.23
I-63200		TREE REMOVAL	400.78			
4/29/2011	APBNK	DUE: 4/29/2011 DISC:- 4/29/2011		1099: N		
		TREE REMOVAL		419 4419-85000-000	TREE REMOVAL	400.78
		=== VENDOR TOTALS ===	1,648.01			
	=======			=======================================		
		NAL WATER SERVICE				
I-2011042928	08	H20 AND S.S.	263.02		SUCCESSION SHAREST STATE OF ST	
		DUE: 4/29/2011 DISC: 4/29/2011		1099: N		
4/29/2011		H20		101 4131-85040-000	WATER	15.43
4/29/2011					800 cm 500 (40)	10.93
4/29/2011		SS		101 4131-85070-000	SEWER	д за
4/29/2011						8,33 144.01
4/29/2011		SS		101 4131-85070-000 101 4141-85040-000 101 4141-85070-000	WATER	8.33 144.01 95.25
4/29/2011		SS H20		101 4141-85040-000	WATER	144.01

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

			w R	
ID		GROSS	P.O. #	
POST DATE BANK COL	DEDESCRIPTION	DISCOUNT	G/L ACCOUNT D	ISTRIBUTION
01-06660 TARGET				
		THE PARTY OF THE P		
I-201104292814	REC SPORTS SUPPLIES	24.34		
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	REC SPORTS SUPPLIES		201 4201-70100-000 SUPPLIES	24.34
			001 1101 1010 1000 1001 1110	24.34
	=== VENDOR TOTALS ===	24.34		

01-05303 MICHELLE TES	SER			
I-201104292811	REIMB: APMP FEE	15.00		
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	REIMB: APMP FEE		101 4112-86100-000 CONFERENCES/EDUCATION/AS	15.00
	=== VENDOR TOTALS ===	15.00		
01-06585 THE OFFICE C	LEANERS			
				1000
I-20110430	APR/11 OFFICE CLEANING	342.80		
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	APR/11 OFFICE CLEANING		101 4131-87010-000 CITY HALL MAINTENANCE	342.80
	=== VENDOR TOTALS ===	342.80		
1-201104292801	ELECTRIC IMPROVEMENTS/REPAIR	1,459.00		
4/29/2011 APBNK	MANUAL CK# 077704 4/20/2011		1099: N	
	BALAST & LIGHT REPAIR LARPENTE		209 4209-87120-000 REPAIR & MAINTENANCE	966.00
	BALAST & LIGHT REPAIR LARPENTE		401 4401-91500-000 SMARTBOARD	393.00
	BALAST & LIGHT REPAIR LARPENTE		403 4403-91000-000 MACHINERY & EQUIPMENT	100.00
	=== VENDOR TOTALS ===	1,459.00		
01-06931 U.S. POSTMAS	ΓER			
I-201104292807	DILLY MATE DEDMIN	700.00		
	BULK MAIL PERMIT	190.00	1000 · N	
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	BULK MAIL PERMIT		101 4116-70500-000 POSTAGE	190.00
	=== VENDOR TOTALS ===	190.00		
		1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		
01-05870 XCEL ENERGY				
		A CONTRACTOR OF THE CONTRACTOR		
1-201104292802	ELECTRIC	36.50		
4/29/2011 APBNK	DUE: 4/29/2011 DISC: 4/29/2011		1099: N	
	ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	28.86
	ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	7.64
	=== VENDOR TOTALS ===	36.50	Fed Withholdings 4,773	.46
	Bodovatushederados v v Propinsi Bestilino	2004111/17EE	St Withholdings 796	
	=== PACKET TOTALS ===	65,248.61	ICMA 2,167	
	CONTRACTOR OF THE STATE OF THE	,	PERA 2,594	
			rena 2,004	NE 1805

TOTAL: 75,580.19

EMP #	NAME		AMOUNT
01-0013 01-0016	PETER C LINDSTROM PAMELA M HARRIS	3.07	316.68
01-0019 01-1002	KEITH P GOSLINE JUSTIN J MILLER	i	283.05 283.05 2,581.03
01-1010 01-1012	MICHELLE C TESSER JESSICA A ANDERSON		1,409.75 439.30
01-1136 01-2154	ROLAND O OLSON MAUREEN A ANDERSON		944.76 113.22
01-1038 01-0086 01-0097	DEBORAH K JONES RICHARD H HINRICHS		1,684.80 251.78
01-0097	PATRICK GAFFNEY		99 07

TOTAL PRINTED:

14

12,785.83

99.07

1,883.44

1,470.69

1,025.21

PAYROLL CHECK REGISTER 4-79-7011 10:19 AM

PAYROLL NO: 01 City of Falcon Heights

01-1030 TIMOTHY J PITTMAN

01-1143 COLIN B CALLAHAN

01-1033 DAVE TRETSVEN

PAGE: 1

PAYROLL DATE: 4/28/2011

EMP NO) EMPLOYEE NAME	TYPE	CHECK	CHECK	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	4/28/2011	280.26	077706
0018	LONG, CHARLES E	R	4/28/2011	283.05	077707
0034	KURHAJETZ, CLEMENT	R	4/28/2011	362.19	077708
0095	POESCHL, MICHAEL J	R	4/28/2011	99.07	077709
0105	FEHRENBACH, ANTON M	R	4/28/2011	96.38	077710
2178	JORDAN, JOSHUA L	R	4/28/2011	879.90	077711

4-28-2011 10:19 AM

PAYROLL CHECK REGISTER

PAYROLL NO: 01 City of Falcon Heights

PAGE: 2

PAYROLL DATE: 4/28/2011

*** REGISTER TOTALS ***

REGULAR CHECKS:

6 2,000.85

12,785.83

MANUAL CHECKS:

20

PRINTED MANUAL CHECKS:

DIRECT DEPOSIT REGULAR CHECKS:

DIRECT DEPOSIT MANUAL CHECKS:

VOIDED CHECKS:

NON CHECKS:

TOTAL CHECKS:

------14,786.68

*** NO ERRORS FOUND ***



Meeting Date	May 11, 2011
Agenda Item	Consent F2
Attachment	
Submitted By	Michelle Tesser, Assistant to the City
	Administrator

Item	City License Applications				
Description	The following individuals have applied for a Mechanical License for 2011. Staff has received the necessary documents for licensure. 1. North Star Plumbing & Heating Co., II				
Budget Impact					
Attachment(s)	N/A				
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2011 City License Applications				



Meeting Date	May 11, 2011
Agenda Item	Consent F3
Attachment	
Submitted By	Justin Miller, City Administrator

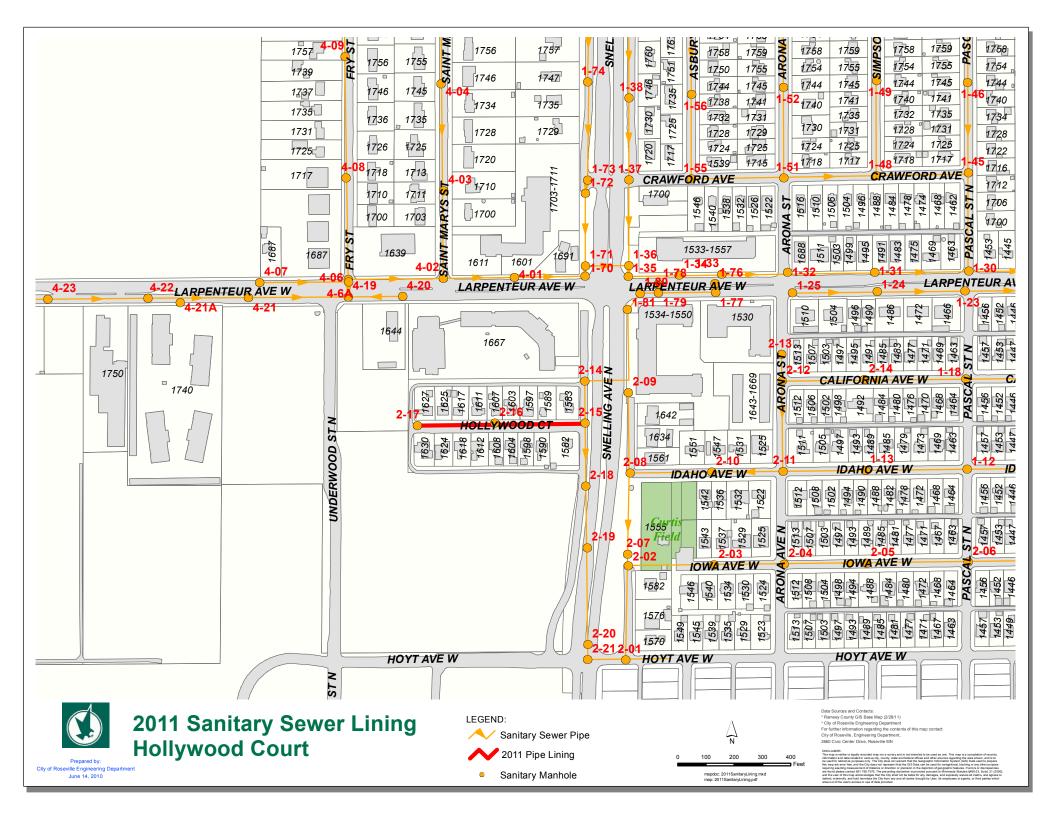
Item	Ten Year Employee Step Adjustments			
Description	Two of our city employees have or will soon be completing their tenth year of employment with the City of Falcon Heights. Colin Callahan has worked with the public works department since March 28, 2001, and Deb Jones has worked with the planning and zoning department since May 14, 2001. It is the practice of the city to reward ten year employees with a 3% step increase in their base salary.			
Budget Impact	The 2011 operating budget includes funds for both of these step adjustments.			
Attachment(s)	N/A			
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve a 3% step increase for Colin Callahan effective March 28, 2011 and for Deb Jones effective May 14, 2011.			



Meeting Date	May 11, 2011	
Agenda Item	Policy G1	
Attachment	Project Location Map,	
	Contractor's Quote	
Submitted By	Kristine Giga, Civil Engineer	

Item	2011 Sanitary Sewer Lining Project				
Description	The majority of the city's sanitary sewer mains were constructed in the late 1950's and early 1960's, utilizing clay tile pipe. Over time the joint materials have failed allowing root intrusion. The pipe is also susceptible to cracking and construction damage. The 2011 Capital Improvement Plan includes funding for a sanitary sewer main lining program to extend the life of our sanitary sewers by 50 years or more. This technology essentially installs a new resin pipe inside the old clay tile sewer main without digging up city streets, which results in minimal disruption to residents during construction. The liner pipe is inserted into the main through existing manholes and cured in place with a heat process. Any given segment is usually completed in one working day. Service line connections are reopened using a robotic cutter and remote cameras. During the process, existing flows are bypassed using pumps. This technology has been proven over the past 20 years, and costs have become competitive with open cut replacement. The City started doing this type of renovation in 2008 and will have an annual project for the foreseeable future to replace our aging sewer infrastructure. This technology also prevents infiltration of groundwater into the system. Staff received quotes from contractors on April 29, 2011, and recommends authorizing the lowest responsible bidder to complete the work.				
Budget Impact	We received four quotes for this project. The lowest responsituform Technologies, USA, Inc., \$17,527.50, is 20% lo construction estimate of \$22,045.00. The following is a streceived for this project: Contractor Insituform Technologies, USA, Inc. Veit & Company, Inc. Lametti & Sons Michels Pipe Services This project is proposed to be paid for using Sanitary Services work should be completed by October 28, 2011.	Bid \$17,527.50 \$20,430.00 \$21,738.00 \$24,690.00			
Attachment(s)	Project Location Map Contractor's Quote	roject Location Map			

Action(s) Requested	Authorize Insituform Technologies, USA, Inc., to complete the 2011 Sanitary Sewer Lining Project in the amount of \$17,527.50.			
1	Zaming 1 roject in the uniount of \$17,027,000			



QUOTE FORM FOR

SS-11-07 Sanitary Sewer Main Lining Cured-in-place pipe (CIPP) Project

DUE: Friday, April 29, 2011, 10:00 A.M.

The undersigned hereby proposes to perform repairs of sanitary sewer main utilizing cured-in-place-pipe, as specified, for the amounts shown below. Unit prices must include all applicable Minnesota State Sales Tax.

BASE QUOTE:

Item#	Description	Units	Quantity	Unit Price	Extension
1	8-in. Sanitary Sewer, street access	LF -	557	\$ 27.50	\$ 15,317.5
2	Reopen Sanitary Service Connections	Each	16	\$ 130.00	\$ 2,080,00
3	Remove 8" Drop	Each	1	\$ 130.00	\$ (30.00

PRODUCT NAME Institution

COMPANY NAME Insituform Technologies USA, Inc.

ADDRESS 17988 Edison Avenue, Chesterfield, MO 63005

PHONE 636-530-8000 FAY 636-530-8701

PHONE 636-530-8000 FAX 636-530-8701

AUTHORIZED SIGNATURE

PRINTED NAME H. Douglas Thomas TITLE Vice President

◆ List two (2) references to successfully completed contracts where more than 5,000 feet of sewer mainline pipes were repaired (in each project) with the proposed CIPP product.

Name Mark Guisfredi	Agency	Location	Phone Number 218-730-5500	Total Contract Length Installed
Kristine Giaga	City of Duluth City of Roseville	Duluth, MN Roseville, MN	651-792-7046	10,884' of CIPP 6,836' of CIPP

^{*} Enclose documentation as described in the Product, Manufacturer/Installer Qualification Requirements

- 1 Addardon Rec'd 4/27/11