

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

AGENDA
October 28, 2015 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ___ HARRIS ___ BROWN THUNDER ___
LONG ___ MERCER-TAYLOR ___

STAFF PRESENT: THONGVANH___
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES:
 - 1. October 14th, 2015 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through: 10/22/15 \$42,503.44
Payroll through: 10/15/15 \$16,943.03
 - 2. Approval of City License(s)
 - 3. Appoint James Wessenberg to the Environment Commission
 - 4. Statutory Tort Liability Limits Coverage for 2016
- G. POLICY ITEMS:
 - 1. Safe Route to School (SRTS) - Letter of Consent
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

BLANK PAGE

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

MINUTES
October 14, 2015 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 pm
- B. ROLL CALL: LINDSTROM ___ HARRIS X BROWN THUNDER X
LONG X MERCER-TAYLOR X
- STAFF PRESENT: THONGVANH X
FREIHAMMER, CITY ENGINEER X
- C. PRESENTATIONS:
1. U of MN Students - Sustainability Fair and Capstone Projects
 - November 19th 5:30-8:30pm at Silver Wood Park. The event is free to the public.
 2. Resiliency Report- Great Plains Institute
 - Great Plains Institute is a Minneapolis nonprofit. The work on the Resiliency Report is supported by the MN Pollution Control Agency and funded by a grant through their Environmental Assistance Program. The goal is to get cities to think more about adaption for climate change. Great Plains Institute is looking into sustainability both economically and environmentally in the city. This work is specific to the step three Green Step status that Falcon Heights has obtained. There are three parts to looking at resiliency for the comprehensive plan: acknowledging existing conditions, determining desired conditions, and generating strategies to meet those goals.
- Council Member Harris Moved, Approved 3-0
- D. APPROVAL OF MINUTES:
1. September 23rd, 2015 City Council Regular Meeting Minutes
- Approved
- E. CONSENT AGENDA:
1. General Disbursements through: 10/07/15 \$195,079.69
Payroll through: 9/30/15 \$16,565.75
 2. Score Grant
 - City Administrator Sack Thongvanh presented that the city has continued to work with Ramsey County to increase participation in the citywide recycling system. The Score Grant is provided by Ramsey County to increase participation through education, events, and activities around recycling. The estimated allocation for 2016 from Ramsey County is about \$13,000. Staff requests approval of resolution 15-31.
 3. Appoint Ben Reichelt to the Park Commission

4. Appoint Mark Miazga to the Environment Commission
5. Authorizing Final Payment on 15-08 2015 Falcon Heights Sewer Lining CIPP Project
6. Resolution Ordering Assessment Hearing for the 2015 Pavement Management Project

Council Member Mercer-Taylor Moved, Approved 4-0

F. PUBLIC HEARINGS:

1. 2015 Pavement Management Project Assessment Hearing
 - City Administrator Sack Thongvanh stated that the Pavement Management Project Public Hearing is to establish special assessments that apply to Roselawn Avenue, Fairview Avenue to Snelling, East Snelling Service Roads from Roselawn Avenue to Crawford Avenue, and West Snelling Service Drive from Roselawn Avenue to Larpenteur Avenue.

Once the final assessment is adopted, the city will allow for a 30 day prepaid assessment period. Following the 30 days the assessment roles will be certified to Ramsey County. Residents are allowed to do partial payments during the 30 day period. The Snelling Service Drive project was \$255,590.87 and assessments will be about \$45,566.80. The Roselawn project was \$269,219.25 and assessments will be \$129,765.53. Due to be completed by October 23, 2015. The City does receive MSA funding. The city will contribute \$50,000 of these funds to the Snelling Service Drives, and another \$50,000 will be contributed to the overall Roselawn project. This decreases the assessment price for property owners, and it decreases the total cost the city has to levy for debt services. The total cost to the city is \$249,477.79.

Council Member Harris Moved, Approved 4-0

G: POLICY ITEMS:

1. RFP Recycling – Request Staff Authorization to Negotiate Contract
 - Council Member Mercer-Taylor stated that the Environment Commission is pleased with the services that Tennis Sanitation has provided for recycling. Their recommendation was based not only on cost, but on a variety of other components: residuals, services, and education. Falcon Heights received three bids for the Recycling RFP: Waste Management, Republic Services, and Tennis Sanitation.

Council Member Mercer-Taylor Moved, Approved 4-0

2. Sidewalk Maintenance Policy
 - City Administrator Sack Thongvanh, per request from the Mayor, has reviewed current policies and how the city can be consistent in its snow and ice removal practices. The city currently provides snow and ice removal on Larpenteur from Fulham Street to Hamline Avenue. Per city code snow and ice must be removed from sidewalk within 24 hours of snowfall. Current practice, the City has removed snow and ice from some street and not other. Staff recommends enforcing the current code that all homeowners, businesses, and property owners be responsible for removal of snow and ice from the sidewalks. Notifications of the proposed

change would be sent to businesses and residents off Larpenteur from Fulham Street to Hamline Avenue.

Council Member Harris Moved, Approved 4-0

H. INFORMATION/ ANNOUNCEMENTS:

Council Member Mercer-Taylor:

- Environment Commission met and U of MN sustainability course students were in attendance. There was discussion of the resiliency reports, brainstorming of agenda items, and the commission welcomed a new commissioner.
- Mercer-Taylor attended the Annual University Grove Association meeting. There was discussion of the Bell Museum's plans, golf course updates, street projects in the Grove, localized flooding issues, and discussion with City Administrator Sack Thongvanh.

Council Member Harris:

- Planning Commission did not meet. No updates.

Council Member Brown Thunder:

- Northeast Youth Family Services had its board meeting three weeks ago. They reviewed services they offer and started planning for the upcoming year. Their next fundraiser is the Taste of Northeast on Thursday, October 22 from 5:30-8:30pm at the Vadnais Heights Commons. There will be 20 restaurants and an auction.

City Administrator Thongvanh:

- The November 11 Council meeting will be moved to November 18 due to holiday.
- The 2017 PMP was discussed with St. Paul Water Utility. The price difference between a mill and overlay versus a reclaim would be about \$70,000-\$80,000. St. Paul Water Utility would be involved in the reclaim, and they would look at replacing the water main. That's a benefit for the city and the lifespan of that road.

City Engineer Freihammer:

The Roselawn project may be a few days behind, but it will be done in the next two weeks.

Council Member Long:

- The Parks Commission met on Monday night, and they discussed wrapping up the park master plan and the recommendations. The Parks Commission would like to get some more input and comments on Curtiss Field. The Commission is working with staff to put together an online survey specific to Curtiss Field. The survey will be available by the first week in November, and the Parks Commission will be hosting an open house at their November 9th commission meeting and before the November 18th Council meeting. The open houses will be a time to review history of the park, receive comments, and discuss the park master plan. After the first of the year, the park commission would bring their recommendations for further action to the council.

I. COMMUNITY FORUM:

Resident Farook Meah from 1597 Hollywood Court:

He inquired about the Environmental Commission opening advertised on the weekly e-newsletter. He stated he submitted an application, and he wanted to know the application process as well as the status.

J. ADJOURNMENT: 8:04 pm

Chuck Long, Mayor Pro Tem

Dated this 14th day of October, 2015

Sack Thongvanh, City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 28, 2015
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through: 10/22/15: \$42,503.44 Payroll through: 10/15/15: \$16,943.03
Budget Impact	The general disbursements and payroll are consistent with the budget.
Attachment(s)	<ul style="list-style-type: none"> • General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

BLANK PAGE

PACKET: 01285 OCTOBER 15 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-03110	27		ANDERSON, THOMAS J				
I-201510145543	10/14/2015	APBNK	REISSUE LOST CHECK 82248 DUE: 10/14/2015 DISC: 10/14/2015 REISSUE LOST CHECK 82248	5.37	1099: N 201 4201-60530-000	SEASONAL EMPLOYEES	5.37
=== VENDOR TOTALS ===				5.37			
01-03110	CENTURY LINK						
I-201510145544	10/14/2015	APBNK	LANDLINES- PARKS, AUTO DIALER DUE: 10/14/2015 DISC: 10/14/2015 LANDLINES- PARKS LANDLINES- AUTO DIALER	120.76	1099: N 101 4141-85011-000 601 4601-85011-000	TELEPHONE - LANDLINE TELEPHONE - LANDLINE	56.56 64.20
=== VENDOR TOTALS ===				120.76			
01-03122	CITY OF ST PAUL						
I-12056	10/14/2015	APBNK	ASPHALT MIX COMMUNITY PARK DUE: 10/14/2015 DISC: 10/14/2015 ASPHALT MIX COMMUNITY PARK	545.12	1099: N 101 4132-75000-000	BITUMINOUS PATCHING	545.12
=== VENDOR TOTALS ===				545.12			
01-03222	JEFF CONNELL						
I-201510145538	10/14/2015	APBNK	REISSUE CK 83114 REGIST. REFU DUE: 10/14/2015 DISC: 10/14/2015 REISSUE CK 83114 REGIST. REFUN	150.00	1099: N 201 34310-000	RECREATION FEES	150.00
=== VENDOR TOTALS ===				150.00			
01-03222	SHAILA CUNNINGHAM						
I-201510145547	10/14/2015	APBNK	YOGA INSTRUCTOR DUE: 10/14/2015 DISC: 10/14/2015 YOGA INSTRUCTOR	329.60	1099: Y 201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	329.60
=== VENDOR TOTALS ===				329.60			
01-05024	ESRI INC						
I-25697143	10/14/2015	APBNK	GIS RENEWAL DUE: 10/14/2015 DISC: 10/14/2015 GIS RENEWAL	400.00	1099: N 101 4117-80500-000	GIS SUPPORT	400.00
=== VENDOR TOTALS ===				400.00			

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0326			HINRICHS, ALEX				
I-201510145542	10/14/2015	APBNK	REISSUE LOST CHECK 82249 DUE: 10/14/2015 DISC: 10/14/2015 REISSUE LOST CHECK 82249	5.37	1099: N 201 4201-60530-000	SEASONAL EMPLOYEES	5.37
			=== VENDOR TOTALS ===	5.37			
01-03255			KEEPRS, INC.				
I-283245	10/14/2015	APBNK	FIRE DEPT UNIFORMS DUE: 10/14/2015 DISC: 10/14/2015 FIRE DEPT UNIFORMS	65.99	1099: N 101 4124-77000-000	CLOTHING	65.99
			=== VENDOR TOTALS ===	65.99			
01-05440			LOFFLER COMPANIES, INC				
I-17674119	10/14/2015	APBNK	OCTOBER COPIER CHARGES DUE: 10/14/2015 DISC: 10/14/2015 OCTOBER COPIER CHARGES	364.27	1099: N 101 4112-87000-000	REPAIR OFFICE EQUIPMENT	364.27
			=== VENDOR TOTALS ===	364.27			
01-05646			M-R SIGN COMPANY INC				
I-201510145548	10/14/2015	APBNK	CITY SIGNS DUE: 10/14/2015 DISC: 10/14/2015 CITY SIGNS	205.52	1099: N 101 4132-75100-000	STREET SIGNS	205.52
			=== VENDOR TOTALS ===	205.52			
01-05555			MEDICS TRAINING				
I-0842	10/14/2015	APBNK	3 HOUR MEDICS TRAINING DUE: 10/14/2015 DISC: 10/14/2015 3 HOUR MEDICS TRAINING	550.00	1099: N 101 4124-86020-000	TRAINING	550.00
			=== VENDOR TOTALS ===	550.00			
01-05582			MENARDS				
I-201510145539	10/14/2015	APBNK	FRONT COUNTER COMPUTER ALTERA DUE: 10/14/2015 DISC: 10/14/2015 FRONT COUNTER COMPUTER ALTERAT	21.34	1099: N 101 4131-70110-000	SUPPLIES	21.34
			=== VENDOR TOTALS ===	21.34			

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-0343		MINNESOTA MULCH & SOIL					
I-W12331		CURTISS DEBRIS DISPOSAL	900.00				
10/14/2015	APBNK	DUE: 10/14/2015 DISC: 10/14/2015		1099: N			
		CURTISS DEBRIS DISPOSAL		602 4602-84000-000	STREET SWEEPINGS		900.00
I-W12698		CURTISS DEBRIS DISPOSAL	75.00				
10/14/2015	APBNK	DUE: 10/14/2015 DISC: 10/14/2015		1099: N			
		CURTISS DEBRIS DISPOSAL		602 4602-84000-000	STREET SWEEPINGS		75.00
		=== VENDOR TOTALS ===	975.00				
=====							
01-04875		MOBILE MINI, INC.					
I-298353054		CURTISS FIELD WARMING HOUSE	705.00				
10/14/2015	APBNK	DUE: 10/14/2015 DISC: 10/14/2015		1099: N			
		CURTISS FIELD WARMING HOUSE		101 4141-87130-000	MINI WARMING HOUSE		705.00
		=== VENDOR TOTALS ===	705.00				
=====							
01-06026		OMALANGA, JULES					
I-201510145549		REISSUE CK 82963	50.00				
10/14/2015	APBNK	DUE: 10/14/2015 DISC: 10/14/2015		1099: N			
		REISSUE CK 82963		201 34310-000	RECREATION FEES		50.00
		=== VENDOR TOTALS ===	50.00				
=====							
01-06024		ON SITE SANITATION					
I-136110		COMMUNITY PARK TOILETS	75.00				
10/14/2015	APBNK	DUE: 10/14/2015 DISC: 10/14/2015		1099: N			
		COMMUNITY PARK TOILETS		601 4601-85080-000	PORTABLE TOILET PARKS		75.00
		=== VENDOR TOTALS ===	75.00				
=====							
01-06200		RACOM CORPORATION					
I-BB110675		RADIO DISPATCH INSTALL	333.00				
10/14/2015	APBNK	DUE: 10/14/2015 DISC: 10/14/2015		1099: N			
		RADIO DISPATCH INSTALL		402 4402-91000-000	MACHINERY & EQUIPMENT		333.00
		=== VENDOR TOTALS ===	333.00				

PACKET: 01285 OCTOBER 15 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

ID	POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====							
01-049			ROSENBERG, NICHOLAS				
=====							
I-201510145541	10/14/2015	APBNK	REISSUE DAMAGED CHECK 84516 DUE: 10/14/2015 DISC: 10/14/2015 REISSUE DAMAGED CHECK 84516	129.47	1099: N 101 4124-61520-000	FIRE COMPENSATION	129.47
=== VENDOR TOTALS ===				129.47			
=====							
01-06301			SAMS CLUB MC/SYNCR				
=====							
I-201510145545	10/14/2015	APBNK	FIRE DEPT OPEN HOUSE, MS-4 MT DUE: 10/14/2015 DISC: 10/14/2015 FIRE DEPARTMENT OPEN HOUSE MS-4 MEETING EXPENSE OFFICE SUPPLIES	137.69	1099: N 101 4124-70100-000 602 4602-70200-000 101 4112-70100-000	SUPPLIES SUPPLIES SUPPLIES	57.41 43.82 36.46
=== VENDOR TOTALS ===				137.69			
=====							
01-05170			TOM LYNCH ELECTRIC LLC				
=====							
I-201510145546	10/14/2015	APBNK	CIRTISS PARK ELECTRICAL, FHPD DUE: 10/14/2015 DISC: 10/14/2015 CIRTISS PARK ELECTRICAL IMPROV FIRE DEPARTMENT HOSE REWIRE AIR COMPRESSOR	13,722.00	1099: N 403 4403-92000-000 101 4124-87029-000 101 4132-87000-000	PARK DEDICATION IMPROVEM REPAIR OTHER EQUIPMENT REPAIR EQUIPMENT	13,091.00 235.00 396.00
=== VENDOR TOTALS ===				13,722.00			
=====							
01-07120			JEFF WICK				
=====							
I-201510145540	10/14/2015	APBNK	REISSUE LOST CHECK 84046 DUE: 10/14/2015 DISC: 10/14/2015 REISSUE LOST CHECK 84046	100.69	1099: N 101 4124-61510-000	DRILL COMPENSATION	100.69
=== VENDOR TOTALS ===				100.69			
=====							
01-05870			XCEL ENERGY				
=====							
I-201510145537	10/14/2015	APBNK	ELECT, STREET LIGHTS DUE: 10/14/2015 DISC: 10/14/2015 STREET LIGHTS CITY HALL ELECT STREET LIGHTS STREET LIGHTS	2,187.93	1099: N 209 4209-85020-000 101 4131-85020-000 209 4209-85020-000 209 4209-85020-000	STREET LIGHTING POWER ELECTRIC STREET LIGHTING POWER STREET LIGHTING POWER	2,076.50 25.24 53.30 32.89
=== VENDOR TOTALS ===				2,187.93			
=== PACKET TOTALS ===				21,179.12			
				Fed withholdings			6350.46
				St Withholdings			996.32
				Pera			2992.89
				Icma			1900.00
							<u>33,418.79</u>

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-027		AMERICAN PLANNING ASSOCIATION				
=====						
I-266307		APA MEMBERSHIP, EJOURNAL SUBS	66.00			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		APA MEMBERSHIP		101 4117-86110-000	MEMBERSHIPS	50.00
		EJOURNAL SUBSCRIPTION		101 4117-70100-000	SUPPLIES	16.00
		=== VENDOR TOTALS ===	66.00			
=====						
01-00250		AMERIPRIDE SERVICES				
=====						
I-1003268644		LINEN CLEANING	39.03			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	39.03
		=== VENDOR TOTALS ===	39.03			
=====						
01-03089		CASH				
=====						
I-201510215550		FIRE OPEN HOUSE, POSTAGE	69.27			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		FIRE OPEN HOUSE SUPPLIES		101 4116-89010-000	SPECIAL EVENTS	17.95
		HOSE CONNECTOR		101 4132-70120-000	SUPPLIES	5.34
		TIRE DISPOSAL		101 4132-70120-000	SUPPLIES	32.50
		CERTIFIED POSTAGE		101 4112-70100-000	SUPPLIES	13.48
		=== VENDOR TOTALS ===	69.27			
=====						
01-03110		CENTURY LINK				
=====						
I-201510215551		LANDLINES- PARKS	60.78			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		LANDLINES- PARKS		101 4141-85011-000	TELEPHONE - LANDLINE	60.78
		=== VENDOR TOTALS ===	60.78			
=====						
01-03123		CINTAS CORPORATION #470				
=====						
I-470648635		SHOP TOWELS, MATS, TP	232.27			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		SHOP TOWELS, MATS, TP		101 4132-70120-000	SUPPLIES	232.27
		=== VENDOR TOTALS ===	232.27			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0530		EMERGENCY RESPONSE SOLUTIONSKL				
I-4930		SCBA FLOW TEST, FACE PIECE	74.11			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		SCBA FLOW TEST, FACE PIECE		101 4124-87029-000	REPAIR OTHER EQUIPMENT	74.11
		=== VENDOR TOTALS ===	74.11			
=====						
01-05564		MED-COMPASS				
I-28060		MEDICAL EXAMS FF	1,070.00			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		MEDICAL EXAMS FF		101 4124-86200-000	MEDICAL EXAMINATIONS	1,070.00
		=== VENDOR TOTALS ===	1,070.00			
=====						
01-05585		METROPOLITAN AREA MANAGEMENT A				
I-1909		OCTOBER MEETING- SACK	20.00			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		OCTOBER MEETING- SACK		101 4112-86100-000	CONFERENCES/EDUCATION/AS	20.00
		=== VENDOR TOTALS ===	20.00			
=====						
01-05357		MINNESOTA POLLUTION CONTROL AG				
I-201510215553		WASTEWATER TRAINING MNPCA	300.00			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		WASTEWATER TRAINING MNPCA		601 4601-86030-000	CONFERENCES & SCHOOLS	300.00
		=== VENDOR TOTALS ===	300.00			
=====						
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-74108		NOVEMBER HEALTH INSURANCE	6,005.26			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		NOVEMBER HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	6,005.26
		=== VENDOR TOTALS ===	6,005.26			
=====						
01-05949		NFPA INTERNATIONAL				
I-3148708		MEMBERSHIP RENEWAL	165.00			
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N		
		MEMBERSHIP RENEWAL		101 4124-86110-000	MEMBERSHIPS	165.00
		=== VENDOR TOTALS ===	165.00			

PACKET: 01288 OCTOBER 22 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-073		NORTH SUBURBAN ACCESS CORPORAT					

I-15-125		3RD QUARTER WEB STREAMING	605.40				
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N			
		3RD QUARTER WEB STREAMING		101 4116-85050-000	CABLE TV		605.40
		=== VENDOR TOTALS ===	605.40				
=====							
01-05997		NORTHERN SANITARY SUPPLY CO					

I-177244		ROAD SALT	184.00				
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N			
		ROAD SALT		101 4132-70120-000	SUPPLIES		184.00
		=== VENDOR TOTALS ===	184.00				
=====							
01-06152		RAMY TURF PRODUCTS					

I-OP4096206		CURTISS PARK TURF MIX	170.00				
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N			
		CURTISS PARK TURF MIX		101 4131-70110-000	SUPPLIES		170.00
		=== VENDOR TOTALS ===	170.00				
=====							
01-05870		XCEL ENERGY					

I-201510215552		GAZEBO ELECTRIC, STREET LIGHT	23.53				
10/21/2015	APBNK	DUE: 10/21/2015 DISC: 10/21/2015		1099: N			
		GAZEBO ELECTRIC		101 4141-85020-000	ELECTRIC/GAS		11.94
		STREET LIGHTS		209 4209-85020-000	STREET LIGHTING POWER		11.59
		=== VENDOR TOTALS ===	23.53				
		=== PACKET TOTALS ===	9,084.65				

EMP #	NAME	AMOUNT
000005	SACK THONGVANH	2,644.44
01-1017	TIMOTHY J SANDVIK	1,459.79
01-1019	KATHLEEN N THRASHER	772.29
01-1136	ROLAND O OLSON	1,609.68
01-1159	SARA E ASCHENBECK	204.90
01-1018	PAUL A MORETTO	1,798.86
01-0085	DANIEL S JOHNSON-POWERS	90.95
01-0086	RICHARD H HINRICHS	184.48
01-0087	MICHAEL A MCKAY	142.68
01-0095	MICHAEL J POESCHL	972.07
01-0105	ANTON M FEHRENBACH	119.90
01-0106	SCOTT A TESCH	244.52
01-0123	BRYAN R SULLIVAN	432.21
01-0124	MICHAEL D KRUSE	175.64
01-0132	ANDREW K TEMME	199.16
01-0133	MICHAEL A TESTER	81.06
01-1030	TIMOTHY J PITTMAN	1,620.79
01-1033	DAVE TRETSVEN	1,415.73
01-1143	COLIN B CALLAHAN	1,439.27
01-2230	ROBERT J CHANDLER	74.34

TOTAL PRINTED: 20 15,682.76

10-07-2015 12:51 PM
 PAYROLL NO: 01 City of Falcon Heights

PAYROLL CHECK REGISTER

PAGE: 1
 PAYROLL DATE: 10/07/2015

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
000000	ANDERSON, KEVIN	R	10/07/2015	168.64	086934
000000	GAFFNEY, PATRICK	R	10/07/2015	181.75	086935
011000	WICK, JEFFREY M	R	10/07/2015	109.05	086936
012600	SMITH, BENJAMIN J	R	10/07/2015	138.36	086937
012800	ROSENBERG, NICHOLAS M	R	10/07/2015	110.33	086938
013000	RABEK, PAUL A	R	10/07/2015	138.54	086939
013100	THOMAS, DAVID M	R	10/07/2015	102.56	086940
217200	ARCAND, MICHAEL W	R	10/07/2015	311.04	086941

10-07-2015 12:51 PM
 PAYROLL NO: 01 City of Falcon Heights

PAYROLL CHECK REGISTER

PAGE: 2
 PAYROLL DATE: 10/07/2015

*** REGISTER TOTALS ***

REGULAR CHECKS:	8	1,260.27
DIRECT DEPOSIT REGULAR CHECKS:	20	15,682.76
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	28	16,943.03

*** NO ERRORS FOUND ***



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 28, 2015
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Tim Sandvik, Deputy Clerk

Item	Approval of City Licenses
Description	The following individuals have applied for a <u>Municipal Business License</u> for 2015. Staff has received the necessary documents for licensure. 1. Metro Nation of IL LLC, dba Metro PCS
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2015 City License Application for Metro Nation of IL LLC, dba Metro PCS.

BLANK PAGE



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 28, 2015
Agenda Item	Consent F3
Attachment	Application & Resolution
Submitted By	Sack Thongvanh, City Administrator

Item	Commission Appointment
Description	<p>City Staff has interviewed and recommended James Wassenberg to Mayor Lindstrom for final recommendation for the Environment Commission.</p> <p><u>Summary from James Wassenberg:</u></p> <p><i>I am a midwestern native, being born and raised in a farming community in northeastern Kansas. I graduated from Kansas State University (B.S. Biochemistry) then the University of Wisconsin-Madison (Ph.D. Biochemistry). During my graduate work I met my wife, Deena and we then moved to North Carolina where she received her Ph.D. from the Duke School of the Environment and I completed my post-doctoral work at the Medical School across the street.</i></p> <p><i>We moved to Minnesota to be close to family and have been here for ten years now, seven of them in our current home in Falcon Heights. Our daughter Anja is in fourth grade at Falcon Heights Elementary and our other daughter, Priscilla is in preschool at Como Park Language and Arts. Deena teaches biology and environmental sciences at the U of M and I am the R&D department manager at DiaSorin, a medical device company in Stillwater that specializes in diagnostic tests for use by hospitals and other care providers.</i></p> <p><i>When I'm not working, spending time with my family, or socializing with friends and neighbors, I like to swim, run, hike, garden and practice my home improvement "skills", including finding ways to cut the energy usage of our household. I would like to join the Falcon Heights Environment Commission for many reasons, but the main reason is that I love living in Falcon Heights and I want to help make it an even better place to live and raise a family. The fact that the work of the Environment Commission can help to make the world a better place to live at the same time makes me feel that this is the right place for me to dedicate my training, talents and energy.</i></p>
Budget Impact	N/A

Attachment(s)	<ul style="list-style-type: none">• Resolution 15-39 Appointment of James Wassenberg to the Environment Commission
Action(s) Requested	Staff would recommend approval of Resolution 15-39 Appointment of James Wassenberg to the Environment Commission

James Wessenberg – Environment Commission Applicant

James Wessenberg
1446 California Avenue
Falcon Heights, MN 55113

How Long at Above Address?

-7 years

In Which Capacity Would You Like to Serve?

-Environment Commission

What is the Reason You Would Like to Serve?

- I have wanted to give back to my community for quite a while and environmental and conservation issues are of particular interest to me. My wife and I try to make low impact choices in our daily lives and I would like to help make these options known and available to other Falcon Heights residents List Prior (Previous).

List Prior (Previous) Public Service

I have no prior public service.

Other Relevant Background (Other Comments)

- I am a biochemist by training and a personnel and project manager by practice. I have well developed skills of consensus building and effective execution from my professional life. I also expect that my educational background will help me to have a good level of competence and understanding regarding the issues handled by the commission.

>

BLANK PAGE

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 28, 2015

No. 15-39

**RESOLUTION APPOINTING JAMES WESSENBERG TO THE FALCON HEIGHTS
ENVIRONMENT COMMISSION**

WHEREAS, the Environment Commission serves in an advisory capacity to the City Council on all policy matters relating to energy use, air quality, recreation and aesthetic appreciation, green infrastructure, water, solid waste, and environmental education;

WHEREAS, City Staff and the Mayor has interviewed James Wessenberg and recommends appointment to the Falcon Heights Environment Commission.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

1. That the appointment is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
BROWN THUNDER _____
HARRIS _____ Against
LONG _____
MERCER-TAYLOR _____

Attested by: _____

Sack Thongvanh
City Administrator

BLANK PAGE



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 28, 2015
Agenda Item	Consent F4
Attachment	Waiver Form
Submitted By	Roland Olson, Finance Director

Item	Statutory Tort Limits Liability Coverage for City in 2016
Description	<p>Effective January 1, 2016, the statutory tort limits for the City of Falcon Heights under our insurance policy with the League of Minnesota Cities Insurance Trust will continue to be \$1,500,000. An individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which statutory tort limits apply would be limited to \$1,500,000.</p> <p>The League of Minnesota Cities Insurance Trust is requesting that cities determine if they wish to waive the statutory tort limits for 2016. Under certain circumstances the LMCIT, which represents the city in these claims, may negotiate above the legal liability limit if necessary because some claims like employment are exempt from the cap. The general council from the LMCIT states that cities make different choices depending upon their circumstances. However, they perceived that maintaining the limit was prudent in many cases. The city has had no claims for settlements for several years. Since 2000, the city council has voted <u>not to waive</u> the statutory tort limits.</p>
Budget Impact	NA
Attachment(s)	Liability Coverage Waiver Form from the League of Minnesota Insurance Trust (LMCIT)
Action(s) Requested	Staff recommends that the city council approve a motion <u>not to waive</u> the city's statutory tort limits for 2016.

BLANK PAGE



LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____

BLANK PAGE



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 28, 2015
Agenda Item	Policy G1
Attachment	Safe Routes to School Flyer
Submitted By	Sack Thongvanh, City Administrator

Item	Safe Routes to School (SRTS) - Letter of Consent
Description	<p>MnDOT has set aside \$1.7 million in federal funds for Safe Routes to School (SRTS) for Infrastructure Assistance and Planning Assistance. Communities may request between \$100,000 to \$300,000 in federal funds for construction and up to \$500,000 for planning assistance.</p> <p>Infrastructure Assistance - Eligibility and Requirements include(s):</p> <ul style="list-style-type: none"> • Projects must be within a 2 mile radius of a K-8 school • 20% local match • Completed student travel tally and parent surveys • Infrastructure improvements eligible under the federal SRTS program <p>Planning Assistance - Eligibility and Requirements include:</p> <ul style="list-style-type: none"> • K-12 Schools (private and public), cities, counties, tribes, regional development organizations and metropolitan planning <p>To be considered, the City will need to complete a Letter of Intent Form (LOI) by October 30, 2015. Submitting the Letter of Intent does not commit the City. It only keeps our options open as we continue to evaluate Garden Avenue.</p> <p>For more information: http://www.dot.state.mn.us/saferoutes/grants.html</p>
Budget Impact	This will reduce the cost to adjacent property owners and reduce the overall cost if the City continues to submit a full application.
Attachment(s)	<ul style="list-style-type: none"> • Solicitation Letter
Action(s) Requested	Staff recommends that the City Council authorizes the City Administrator to complete a Letter of Intent Form (LOI) to MnDOT for Safe Routes to School (SRTS) Funds.

Statewide Safe Routes to School Solicitations

Infrastructure Assistance

MnDOT has set aside \$1.7 million in federal funds for SRTS infrastructure projects in 2017 that would improve student walking and bicycling routes to and from schools.

Communities may request between \$100,000 and \$300,000 in federal funds for the construction cost of their project.

Eligibility and Requirements

- Projects must be within a 2 mile radius of a k-8 school
- A 20% local match is required with the federal funds.
- Completed student travel tally and parent surveys
- Infrastructure improvements eligible under the federal SRTS program



Lincoln Elementary School

How to Apply

Complete a Letter of Intent Form (LOI) by October 30, 2015 to be considered for infrastructure assistance. After the LOI process, applicants will need to complete an application and submit required attachments to MnDOT by January 8, 2016.

Planning Assistance

MnDOT is offering up to \$500,000 in SRTS planning assistance grants for planning in 2016-2017. SRTS plans look at existing conditions around schools and develop 5 Es (education, encouragement, evaluation, engineering and enforcement) action plans for local SRTS programs. SRTS planning assistance through this grant is provided to schools by local regional development organizations, metropolitan planning organizations, or the MnDOT statewide planning consultant.

Eligibility and Requirements

- K-12 schools (public and private), school districts, cities, counties, tribes, regional development organizations and metropolitan planning organizations eligible to apply

How to Apply

Complete the SRTS planning assistance application and submit to MnDOT by January 8, 2016.

State Legislation—new eligibility requirements

This past spring new eligibility requirements were added to state funded grants for SRTS. This new requirement will not apply to the fall 2015 planning or infrastructure solicitations. Visit the [MnDOT SRTS grants page](#) or www.mnsaferoutestoschool.org to learn more.

