

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

AGENDA
March 14, 2018 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ___ LEEHY ___ BROWN THUNDER ___
MIAZGA ___ GUSTAFSON ___

STAFF PRESENT: THONGVANH ___
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES:
 - 1. February 28, 2018 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through: 3/07/18 \$28,828.17
Payroll through: 2/28/18 \$18,370.95
 - 2. Accept the Resignation of Ian McCready from the FH Fire Department
 - 3. Designate City Signors for City Funds, Investments and Transfers
- G: POLICY ITEMS:
 - 1. Sanitary Sewer Credit for Commonwealth Terrace Cooperative (CTC)
 - 2. Citizen of the Year Award
 - 3. SolSmart – Solar Installation Checklist
- H. INFORMATION/ANNOUNCEMENTS
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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City Hall
2077 West Larpenteur Avenue

MINUTES
February 28, 2018 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: LINDSTROM X LEEHY BROWN THUNDER X
 MIAZGA X GUSTAFSON X

STAFF PRESENT: THONGVANH X

C. PRESENTATIONS:

D. APPROVAL OF MINUTES:

1. February 14, 2018 City Council Meeting Minutes
 - Amend Council Member Gustafson update of CEC meeting time from 6:00 pm to 8:00 pm

Approved

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 2/14/18 \$114,587.99
Payroll through: 2/15/18 \$19,498.69
2. First Amendment - Conduit Bond for Saint Paul Academy and Summit School Project
3. Impound Agreement with the City Saint Paul
4. Fire Department – Training Officer
5. Warning Siren
6. Appointment of Hibo Ali to the Community Engagement Commission

Council Member Gustafson, Approved 4-0

G: POLICY ITEMS:

1. Update-Ramsey County Sheriff's Office

Ramsey County Chief Deputy Steve Frazer provided an update after two months of providing policing services to the community and that things are going well. There was an event that happen on Friday night that created some stir in the community. Chief Deputy Frazer met with community members Saturday evening on that event. He had some conversations on the whys and wherefore. Wanted to reassure the Council and community that the actions of the Deputies was the highest level and done well. There are a number of things that cannot be discussed because it is an ongoing criminal investigation. There no continue threat or immediate danger to the community.

Omar Jamel – Agree with what the Chief Deputy Frazer and would like to thank him for his support. Knowing that the City went through such a tragedy before, this was a close call. Would also like to thank Sheriff Frazer for coming out at night and talking to the family. I am glad tonight because we could have been in a much worse situation. Thank god, we are not. I hope the City will learn from this situation and experience that they will take precautionary steps to make sure in case things like this happen that there is something in place.

Mayor Lindstrom stated that we would like to continue to work with you, residents of Town Square Apartment and immigrants across the City to address the issues you brought up. Just a month and half ago at the community room at Falcon Town Square that the room exceeded capacity during a meet and greet for the Ramsey County Sheriff's Office. This is just a start for the learning process of items you discussed. This Spring, the City received a grant to do a pilot program called Rec on the Go, which will have a safety component to it.

Resident of Falcon Town Square – Would like to know if there has been other incidents like this and if there has been any criminal charges for children playing with guns? We could learn from the past to learn for the future. Would like to know rules of safety.

Chief Deputy Frazer – gun related incident, involving realistic copy or a real gun, it is happening every day in the County, not necessary in Falcon Heights. I would ask that parents have some strong guidelines and that it is a supervised activity and not in open public spaces. When you overlay the potential outcomes and the narrative that is going on in our county today and level of gun violence that are real gun violence, it is very hard for the public and police officers to separate.

Hawa Samatar (resident at Falcon Town Square) – Wanted to thank the Sheriff's Office and the Mayor regarding the incident that happened on Friday. I was with the parents all day and wanted to thank the Sheriff's Department for meeting with the family. It did a lot for the family and help the mom because she was able to ask questions and receive answers. It is a very difficult time for the family. We are hoping that this is a situation we can learn from and bring peace and togetherness for the community. I am willing work with the City and the Sheriff's Office to bring the community together.

Council Member Gustafson – The County is working with the property manager to facilitate a time in the evening to meet with the community at Town Square sometime in March. This is a good example of what the community was looking for in a police force. The community spotted a problem, call us and police responded in a thoughtful and correct manner to stop the safety threat and then to resolve the issue and do it in a dignified way that deescalated things. I think that was what we were looking for as we were meeting as a community to try to identify and determine what we value in a police force and inclusion. This was a great example of that. As a parent, I see it as a teachable moment. If we are going to play with guns, some of the critical things are; let's not point them at people and let's not point them at people and shout hate language and let's not do any of that because they are wrong.

H. INFORMATION/ANNOUNCEMENTS

Council Member Miazga

- Comprehensive Plan Public Input Session

- If you were not able to attend, you can provide input to paul.moretto@falconheights.org.
- The Hendrickson Senior Housing Project

Council Member Brown Thunder

No Update

Council Member Gustafson

- CEC
 - New member for the CEC
 - Develop action for Council Retreat
 - Spring Together will be on Saturday, May 12th at Curtiss Field
- Attending the Kettering Learn Session in Dayton, Ohio. We were invited because of the work that was done by the community and the Task Force. People from all over the county. I attend with City Administrator Thongvanh, Council Member Leehy and community member John Thompson was Director of Fight for Justice, LLC. Able to share what communities did to engage their communities. Have been invited to more later this year.

Mayor Lindstrom

- Would like to thank the City Administrator, Council Member Gustafson and Leehy, and community member John Thompson for participating in the shared learning for the Kettering Foundation.
- Would like to thank Falcon Heights Elementary for the opportunity to read to students a book call “A Book with No Pictures”. It is a good one. It was a pleasure and was the last day for reading month.

Administrator Thongvanh

- Ice Cream Social with Hotdog with a Deputy
- Shared Learning with the Kettering Foundation
 - It was a great experience to not only share our experience with participates from around the country, but to also learn from them of their successes and failures. It was refreshing to hear from them that they were very impressed and surprised about the things we were able to accomplish in Falcon Heights because of our size. One of the things I stressed to them is that we were able to do it because we had such an engaged community and a community that wants and committed to change and working together. One of the main components is that it is a learning process for everyone. We have to learn to keep on learn. Let’s keep work together.

Council Member Miazga

- League MN Day at the Capitol is March 22
- League MN Training –Bonding Year
 - Summer 2019
 - § Community Park

I. COMMUNITY FORUM:

J. ADJOURNMENT:

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 14, 2018
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through: 3/07/18 \$28,828.17 Payroll through: 2/28/18 \$18,370.95
Budget Impact	The general disbursements and payroll are consistent with the budget.
Attachment(s)	· General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-03086		AMERICAN TIRE DISTRIBUTORS					
I-S104551665		TIRES FOR JD MOWER	165.08				
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N			
		TIRES FOR JD MOWER		101 4132-70120-000	SUPPLIES		165.08
		=== VENDOR TOTALS ===	165.08				
=====							
01-03086		CARDIAC SCIENCE					
I-201802266576		REPAIR AED BATTERIES	498.00				
2/26/2018	APBNK	DUE: 2/26/2018 DISC: 2/26/2018		1099: N			
		REPAIR AED BATTERIES		101 4124-87029-000	REPAIR OTHER EQUIPMENT		498.00
		=== VENDOR TOTALS ===	498.00				
=====							
01-03108		CERTIFIED LABORATORIES					
I-3033351		ABSORBENT PILLOW	111.08				
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N			
		ABSORBENT PILLOW		101 4132-70120-000	SUPPLIES		111.08
		=== VENDOR TOTALS ===	111.08				
=====							
01-03123		CINTAS CORPORATION #470					
I-400410638		SHOP TOWELS, CLEANING SUPPLIE	301.76				
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N			
		SHOP TOWELS, CLEANING SUPPLIES		101 4131-70110-000	SUPPLIES		301.76
		=== VENDOR TOTALS ===	301.76				
=====							
01-03290		CITY OF ROSEVILLE					
I-24159		ENGINEERING SERVICES	294.54				
2/26/2018	APBNK	DUE: 2/26/2018 DISC: 2/26/2018		1099: N			
		207 ST PROJECT ENGINEERING		427 4427-92098-000	2017 STREET PROJECT - GR		65.47
		GENERAL ENGINEERING COSTS		101 4133-80100-000	ENGINEERING SERVICES		229.07
		=== VENDOR TOTALS ===	294.54				
=====							
01-03122		CITY OF ST PAUL					
I-IN00027085		ELECTRICITY ST LIGHTS	314.70				
2/26/2018	APBNK	DUE: 2/26/2018 DISC: 2/26/2018		1099: N			
		ELECTRICITY ST LIGHTS		209 4209-85020-000	STREET LIGHTING POWER		314.70
		=== VENDOR TOTALS ===	314.70				

PACKET: 01715 FEBRUARY 26 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- 27		DELEGARD TOOL COMPANY				
I-36801		TIRE INFLATOR	64.93			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		TIRE INFLATOR		101 4132-70120-000	SUPPLIES	64.93
I-39295		BATTERY MAINTENANCE KIT	45.67			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		BATTERY MAINTENANCE KIT		101 4132-70120-000	SUPPLIES	45.67
		=== VENDOR TOTALS ===	110.60			
=====						
01-05153		HOME DEPOT CRC/GECP				
I-201802286580		LIGHT BULBS	33.97			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		LIGHT BULBS		101 4131-70110-000	SUPPLIES	33.97
		=== VENDOR TOTALS ===	33.97			
=====						
01-05670		METRO PRODUCTS INC				
I-132711		NUTS, WASHERS, ETC	32.69			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		NUTS, WASHERS, ETC		101 4132-70120-000	SUPPLIES	32.69
		=== VENDOR TOTALS ===	32.69			
=====						
01-05252		MN DEPARTMENT OF TRANSPORTATIO				
I-201802266577		ST PROJECT INSPECTIONS	371.38			
2/26/2018	APBNK	DUE: 2/26/2018 DISC: 2/26/2018		1099: N		
		ST PROJECT INSPECTIONS		427 4427-92098-000	2017 STREET PROJECT - GR	371.38
		=== VENDOR TOTALS ===	371.38			
=====						
01-05672		MN EQUIPMENT SOLUTIONS				
I-P56454		JD BLOWER SUPPLIES	201.64			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		JD BLOWER SUPPLIES		101 4132-70120-000	SUPPLIES	201.64
		=== VENDOR TOTALS ===	201.64			

PACKET: 01715 FEBRUARY 26 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	03	NEXTEL COMMUNICATIONS, INC				
I-176		TIM P CELL PHONE	130.26			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		TIM P CELL PHONE		101 4121-85015-000	CELL PHONE	24.75
		TIM P CELL PHONE		101 4131-85015-000	CELL PHONE	13.03
		TIM P CELL PHONE		101 4141-85015-000	CELL PHONE	13.03
		TIM P CELL PHONE		101 4132-85015-000	CELL PHONE	13.03
		TIM P CELL PHONE		601 4601-85015-000	CELL PHONE	48.20
		TIM P CELL PHONE		602 4602-85015-000	CELL PHONES	18.22
		=== VENDOR TOTALS ===	130.26			
=====						
01-05994		NORTHEAST YOUTH & FAMILY				
I-201803026582		COOPERATIVE SERVICE	9,143.00			
3/02/2018	APBNK	DUE: 3/02/2018 DISC: 3/02/2018		1099: N		
		COOPERATIVE SERVICE		101 4111-86500-000	COOPERATIVE SERVICE	9,143.00
		=== VENDOR TOTALS ===	9,143.00			
=====						
01-06024		ON SITE SANITATION				
I-549834		COMM PARK TOILETS	75.00			
3/02/2018	APBNK	DUE: 3/02/2018 DISC: 3/02/2018		1099: N		
		COMM PARK TOILETS		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
I-549835		CURTISS FIELD TOILETS	75.00			
3/02/2018	APBNK	DUE: 3/02/2018 DISC: 3/02/2018		1099: N		
		CURTISS FIELD TOILETS		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
		=== VENDOR TOTALS ===	150.00			
=====						
01	08	SULLIVAN DAY CONSTRUCTION				
I-201802266578		PAYABLE TO SULLIVAN DAY	63.00			
2/26/2018	APBNK	DUE: 2/26/2018 DISC: 2/26/2018		1099: N		
		PAYABLE TO SULLIVAN DAY		101 20200-000	ACCOUNTS PAYABLE	63.00
		=== VENDOR TOTALS ===	63.00			
=====						
01-06628		SACK THONGVANH				
I-201802286581		CELL AND TRAVEL REIMBURSEMENT	162.96			
2/28/2018	APBNK	DUE: 2/28/2018 DISC: 2/28/2018		1099: N		
		JAN AND FEB CELL REIMB		101 4131-85015-000	CELL PHONE	60.00
		JAN AND FEB CELL REIMB		601 4601-85015-000	CELL PHONE	60.00
		FOOD DURING KETTERING FOUNDATI		101 4112-86100-000	CONFERENCES/EDUCATION/AS	42.96
		=== VENDOR TOTALS ===	162.96			
		=== PACKET TOTALS ===	12,084.66			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01	50	AMERIPRIDE SERVICES				
I-100407000		LINEN CLEANING	47.63			
3/05/2018	APBNK	DUE: 3/05/2018 DISC: 3/05/2018		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	47.63
		=== VENDOR TOTALS ===	47.63			
01-05670		METRO PRODUCTS INC				
I-132890		BANDSAW BLADE	124.76			
3/05/2018	APBNK	DUE: 3/05/2018 DISC: 3/05/2018		1099: N		
		BANDSAW BLADE		101 4132-70120-000	SUPPLIES	124.76
		=== VENDOR TOTALS ===	124.76			
01-05468		MN DEPT OF HEALTH				
I-201803056583		EDUCATIONAL CONFERENCE TIM P	345.00			
3/05/2018	APBNK	DUE: 3/05/2018 DISC: 3/05/2018		1099: N		
		COLLECTION SYSTEM EDUCATIONAL		601 4601-86100-000	TRAINING	345.00
		=== VENDOR TOTALS ===	345.00			
01-06544		TIM SANDVIK				
I-201803056584		CELL AND MILEAGE REIMB	93.05			
3/05/2018	APBNK	DUE: 3/05/2018 DISC: 3/05/2018		1099: N		
		CELL REIMBURSEMENT		101 4131-85015-000	CELL PHONE	40.00
		CELL REIMBURSEMENT		101 4112-86010-000	MILEAGE & PARKING	53.05
		=== VENDOR TOTALS ===	93.05			
		=== PACKET TOTALS ===	610.44			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0000	J8	CERTIFIED LABORATORIES				
=====						
I-30205044		CAST OUT	271.16			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		CAST OUT		101 4132-70120-000	SUPPLIES	271.16
		=== VENDOR TOTALS ===	271.16			
=====						
01-06290		CITY OF ROSEVILLE				
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I-224190		FEBRUARY PHONE SERVICE	315.81			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		FEBRUARY PHONE SERVICE		101 4116-85010-000	TELEPHONE	315.81
		=== VENDOR TOTALS ===	315.81			
=====						
01-03421		GENERAL REPAIR SERVICE				
=====						
I-65777		LIFT STATION INSPECTION/REPAI	446.25			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		LIFT STATION INSPECTION/REPAIR		601 4601-87000-000	REPAIR EQUIPMENT	446.25
=====						
I-65786		LIFT STATION REPAIR	1,782.47			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		LIFT STATION REPAIR		601 4601-87000-000	REPAIR EQUIPMENT	1,782.47
		=== VENDOR TOTALS ===	2,228.72			
=====						
01-05450		LEAGUE MN CITIES INS TRST				
=====						
I-LMC GL 34899		BROKEN ANKLE PARKING LOT PAYO	2,500.00			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		BROKEN ANKLE PARKING LOT PAYOU		101 4192-89000-000	MISCELLANEOUS	2,500.00
		=== VENDOR TOTALS ===	2,500.00			
=====						
01-05778		MCCANN, MORGAN				
=====						
I-201803066585		MANKATO FIRE SCHOOL TRAINING	331.39			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		MANKATO FIRE SCHOOL HOTEL		101 4124-86020-000	TRAINING	221.30
		MANKATO FIRE SCHOOL MILEAGE		101 4124-86020-000	TRAINING	110.09
		=== VENDOR TOTALS ===	331.39			

PACKET: 01722 MARCH 6 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	53	OREILLY AUTO PARTS				
I-201803066586		SUPPLIES	415.72			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		DUMP TRUCK SUPPLIES		601 4601-70100-000	SUPPLIES	37.98
		DUMP TRUCK SUPPLIES		601 4601-70100-000	SUPPLIES	99.95
		DUMP TRUCK SUPPLIES		601 4601-70100-000	SUPPLIES	159.92
		DIESEL BARREL BATTERY		601 4601-70100-000	SUPPLIES	39.99
		FLOOR DRI		101 4124-70100-000	SUPPLIES	77.88
		=== VENDOR TOTALS ===	415.72			
01-06185		RAMSEY COUNTY				
I-RISK001910		MARCH DENTAL/DISABILITY/LIFE	1,007.76			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		MARCH DENTAL/DISABILITY/LIFE		101 4112-89000-000	MISCELLANEOUS	1,007.76
		=== VENDOR TOTALS ===	1,007.76			
01-00935		ST PAUL REGIONAL WATER SERVICE				
I-201803066587		CITY HALL/COMM PARK WATER/SS	629.69			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		COMM PARK WATER		101 4141-85040-000	WATER	320.86
		COMM PARK SS		101 4141-85070-000	SEWER	206.98
		CITY HALL WATER		101 4131-85040-000	WATER	73.36
		CITY HALL SS		101 4131-85070-000	SEWER	28.49
		=== VENDOR TOTALS ===	629.69			
01-05870		XCEL ENERGY				
0253753		CURTISS GAZEBO & SNELLING/HOY	22.77			
06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		CURTISS FIELD GAZEBO		101 4141-85020-000	ELECTRIC/GAS	11.56
		SNELLING/HOYT SIGN AREA		209 4209-85020-000	STREET LIGHTING POWER	11.21
I-581491397		CIVIL DEFENSE SIREN	9.11			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	9.11
I-581519069		AUTO PROTECTIVE LIGHT	30.34			
3/06/2018	APBNK	DUE: 3/06/2018 DISC: 3/06/2018		1099: N		
		AUTO PROTECTIVE LIGHT		101 4141-85020-000	ELECTRIC/GAS	30.34
		=== VENDOR TOTALS ===	62.22			
		=== PACKET TOTALS ===	7,762.47			

PACKET: 01724 MARCH 7 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 23		CINTAS CORPORATION #470				
I-4004244624		BLACK MAT SERVICE	72.01			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: N		
		BLACK MAT SERVICE		101 4131-70110-000	SUPPLIES	72.01
		=== VENDOR TOTALS ===	72.01			
01-06290		CITY OF ROSEVILLE				
I-224226		JANUARY IT SERVICE	2,431.00			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: N		
		JANUARY IT SERVICE		101 4116-85070-000	TECHNICAL SUPPORT	2,431.00
I-224266		FEBRUARY IT SERVICE	2,431.00			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: N		
		FEBRUARY IT SERVICE		101 4116-85070-000	TECHNICAL SUPPORT	2,431.00
		=== VENDOR TOTALS ===	4,862.00			
01-04570		JOSEPH, KATRINA E.				
I-74		FEBRUARY PROSECUTIONS	2,500.00			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: Y		
		FEBRUARY PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,500.00
		=== VENDOR TOTALS ===	2,500.00			
01-07263		NEXTEL COMMUNICATIONS, INC				
I-172868921156		CELL PHONES	17.10			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: N		
		CELL PHONES		101 4124-85015-000	CELL PHONE	17.10
		=== VENDOR TOTALS ===	17.10			
01-06030		OLSON,ROLAND				
I-201803076588		MILEAGE REIMB	35.97			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: N		
		MILEAGE REIMB		101 4113-86010-000	MILEAGE	35.97
		=== VENDOR TOTALS ===	35.97			

-----ID-----				GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION		
01-06185	TIMOTHY PITTMAN							
I-201803076589		MILEAGE REIMBURSEMENT		34.88				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		MILEAGE REIMBURSEMENT			101 4141-86101-000	MILEAGE		34.88
		=== VENDOR TOTALS ===		34.88				
01-06185	RAMSEY COUNTY							
I-EMCOM006729		FEB FLEET SUPPORT		81.12				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		FEB FLEET SUPPORT			101 4124-86800-000	RADIO MESB/FLEET SUPPORT		81.12
		=== VENDOR TOTALS ===		81.12				
01-06184	RAMSEY COUNTY - 911 DISPATCH							
I-EMCOM006759		FEB CAD SERVICES		499.10				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		FEB CAD SERVICES			101 4122-81200-000	911 DISPATCH FEES		499.10
		=== VENDOR TOTALS ===		499.10				
01-07250	TRETSVEN, DAVE							
I-201803076591		CELL REIMB - JAN AND FEB		40.00				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		CELL REIMB - JAN AND FEB			101 4132-85015-000	CELL PHONE		40.00
		=== VENDOR TOTALS ===		40.00				
01-05737	VERIZON WIRELESS							
I-201803076591		CAD DISPATCH WIRELESS		70.10				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		CAD DISPATCH WIRELESS			101 4124-85015-000	CELL PHONE		70.10
		=== VENDOR TOTALS ===		70.10				
01-05870	XCEL ENERGY							
I-582549431		ST LIGHTING ELECTRIC		11.31				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		ST LIGHTING ELECTRIC			209 4209-85020-000	STREET LIGHTING POWER		11.31
I-582572976		ST LIGHTING ELECTRIC		11.31				
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018			1099: N			
		ST LIGHTING ELECTRIC			209 4209-85020-000	STREET LIGHTING POWER		11.31
		=== VENDOR TOTALS ===		22.62				

PACKET: 01724 MARCH 7 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	10	YAR'MISHA WALLACE				
<hr/>						
I-201803076590		REFUND FOR PARK RENTAL	135.70			
3/07/2018	APBNK	DUE: 3/07/2018 DISC: 3/07/2018		1099: N		
		REFUND FOR PARK RENTAL		101 34101-000	CITY FACILITY RENTAL	135.70
		=== VENDOR TOTALS ===	135.70			
		=== PACKET TOTALS ===	8,370.60			

EMP #	NAME	AMOUNT
01-013	PETER C LINDSTROM	304.93
01-0022	RANDALL C GUSTAFSON	262.05
01-0023	MELANIE M LEEHY	262.05
01-0024	MARK J MIAZGA	262.05
01-1005	SACK THONGVANH	3,198.63
01-1017	TIMOTHY J SANDVIK	1,736.07
01-1136	ROLAND O OLSON	2,025.48
01-2246	BRANDON C NELSON	324.99
01-2154	MAUREEN A ANDERSON	50.75
01-1018	PAUL A MORETTO	2,023.87
01-0086	RICHARD H HINRICHS	984.92
01-0095	MICHAEL J POESCHL	134.73
01-0097	PATRICK GAFFNEY	134.73
01-0105	ANTON M FEHRENBACH	353.02
01-0124	MICHAEL D KRUSE	132.16
01-1030	TIMOTHY J PITTMAN	2,062.95
01-1033	DAVE TRETSVEN	1,626.64
01-1143	COLIN B CALLAHAN	1,623.21

TOTAL PRINTED: 18 17,503.23

2-26-2018 10:39 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 2/26/2018

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
020	BROWN THUNDER, JOSEPH C	R	2/26/2018	262.05	087300
01	KILBRIDE, JOHN P	R	2/26/2018	242.99	087301
02	DOLAN, BENJAMIN J	R	2/26/2018	186.39	087302
0251	GRAY, MCGWIRE T	R	2/26/2018	176.29	087303

2-26-2018 10:39 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
 PAYROLL DATE: 2/26/2018

*** REGISTER TOTALS ***

REGULAR CHECKS:	4	867.72
DIRECT DEPOSIT REGULAR CHECKS:	18	17,503.23
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	22	18,370.95

*** NO ERRORS FOUND ***

** END OF REPORT **



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 14, 2018
Agenda Item	Consent F2
Attachment	Resolution & Resignation Letter
Submitted By	Sack Thongvanh, City Administrator

Item	Accepting the Resignation of Ian McCready from the Falcon Heights Volunteer Fire Department
Description	Resignation letter is attached.
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> · Resolution 18-10 Accepting the Resignation of Ian McCready from the Falcon Heights Volunteer Fire Department · Resignation Letter
Action(s) Requested	Staff would recommend approve of attached resolution to accept the resignation of Ian McCready from the Falcon Heights Volunteer Fire Department

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Ian McCready

2010 19th Av NE
Minneapolis, MN 55418
612-518-0214
imccready555@gmail.com

February 28th, 2018

Anton Fehrenbach
Asst. Fire Chief
Falcon Heights Fire Department
2077 Larpenteur Av
St. Paul, MN 55113

Chief,

Please accept this letter as notice of my resignation from the position of firefighter effective March 3rd, 2018. Chief Hinrichs has received my issued uniforms, and I will be returning my pager and charger on the 3rd. It has been a pleasure to work with you as well as the other members of this fine department. My future address will be 1027 Wheeler Street, Janesville Wisconsin, 53545. Any remaining payroll checks can be sent there.

Sincerely,

Ian H. McCready

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 14, 2018

No. 18-10

**RESOLUTION ACCEPTING THE RESIGNATION OF IAN MCCREADY FROM THE
FALCON HEIGHTS VOLUNTEER FIRE DEPARTMENT**

WHEREAS, the City has a Volunteer Fire Department; and

WHEREAS, Ian McCready was appointed to the Falcon Heights Volunteer Fire Department on January 27, 2016 and has submitted a letter of resignation.

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

1. That the "Letter of Resignation" is accepted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: _____
Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
GUSTAFSON
BROWN THUNDER _____ Against
MELANIE LEEHY
MARK MIAZGA

Attested by: _____
Sack Thongvanh
City Administrator

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 14, 2018
Agenda Item	Consent F3
Attachment	N/A
Submitted By	Roland Olson, Finance Director

Item	Designate Signor for City Funds, Investments, and Transfers.
Description	In accordance with Minnesota Statute 412.271 the Mayor and City Clerk are required to be the designated signors for any orders drawn on the city's funds. The signors currently are Mayor Peter Lindstrom and City Administrator/City Clerk Sack Thongvanh. Also, council member Randall Gustafson has been chosen to serve as acting mayor pro tem in Mayor Lindstrom's absence. Staff recommends approving council member Randall Gustafson to be designated signors for city funds with the intent to be used for emergency situations and Mayor Lindstrom's absence.
Budget Impact	NA
Attachment(s)	NA
Action(s) Requested	Continue designated signors for city funds for Mayor Peter Lindstrom and City Administrator/City Clerk Sack Thongvanh. Also, recommend the approval of signing authority for council member Randall Gustafson serving as acting mayor pro tem.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 14, 2018
Agenda Item	Policy G1
Attachment	Document(s)
Submitted By	Roland Olson, Finance Director

Item	Sanitary Sewer Credit Request from Commonwealth Terrace Cooperative
Description	<p>Credit of partial sanitary sewer fees for Commonwealth Terrace Cooperative due to a large water main leak which they discovered December 2017.</p> <p>For commercial properties the sanitary sewer fee is calculated based up the water usage as metered by St Paul Water Utility. In December, Commonwealth Terrace discovered a water main leak. This affected the monthly readings for both November and December. The water that leaked did not go into the sanitary sewer system and did not require treatment. After comparing other month's usage to determine a normal rate, it was determined that there was an additional 2438 units (243,800 cubic feet) that should be credited Commonwealth Terrace. Staff recommends that this value of \$5,307 be credited to the sanitary sewer fees for Commonwealth Terrace. Upon notification from Falcon Heights, St Paul Water Utility will issue the credit on the next monthly statement for Commonwealth Terrace Cooperative.</p>
Budget Impact	No impact on the budget or Sanitary Sewer Fund.
Attachment(s)	Chart of water leak data. Request from Commonwealth Terrace for credit.
Action(s) Requested	Staff recommends the approval of the credit of \$5,307 in sanitary sewer fees for Commonwealth Terrace Cooperative due to the water main leak.

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From: [Roland Olson](#)
To: [Sack Thongvanh](#)
Subject: FW: CTC Water Main Break
Date: Thursday, February 8, 2018 3:14:16 PM

F.Y.I.

From: Jeff Ciesynski [mailto:jeffc@umnctc.org]
Sent: Thursday, February 08, 2018 11:13 AM
To: Roland Olson
Subject: CTC Water Main Break

Hello Roland,

My name is Jeff Ciesynski, I am the Facilities Manager at Commonwealth Terrace Cooperative, family student housing on the St. Paul campus.

Back in late November/early December of 2017 we had a water main break within our complex that apparently went unnoticed for days. As of Friday December 1, there were no visible signs of a water leak in the area. This would have been easily seen not only by myself and staff who are out on the grounds and streets all day, but by our residents who are very helpful with events such as this.

Early Sunday morning December 3, I received a phone call from both the University of Minnesota Utilities Department, and my own on call service from a resident stating that there is water coming up from the ground. I had met the U of M personnel out here, worked together on fast tracking this water event, and within 36 hours of noticing the water leak it had been fixed.

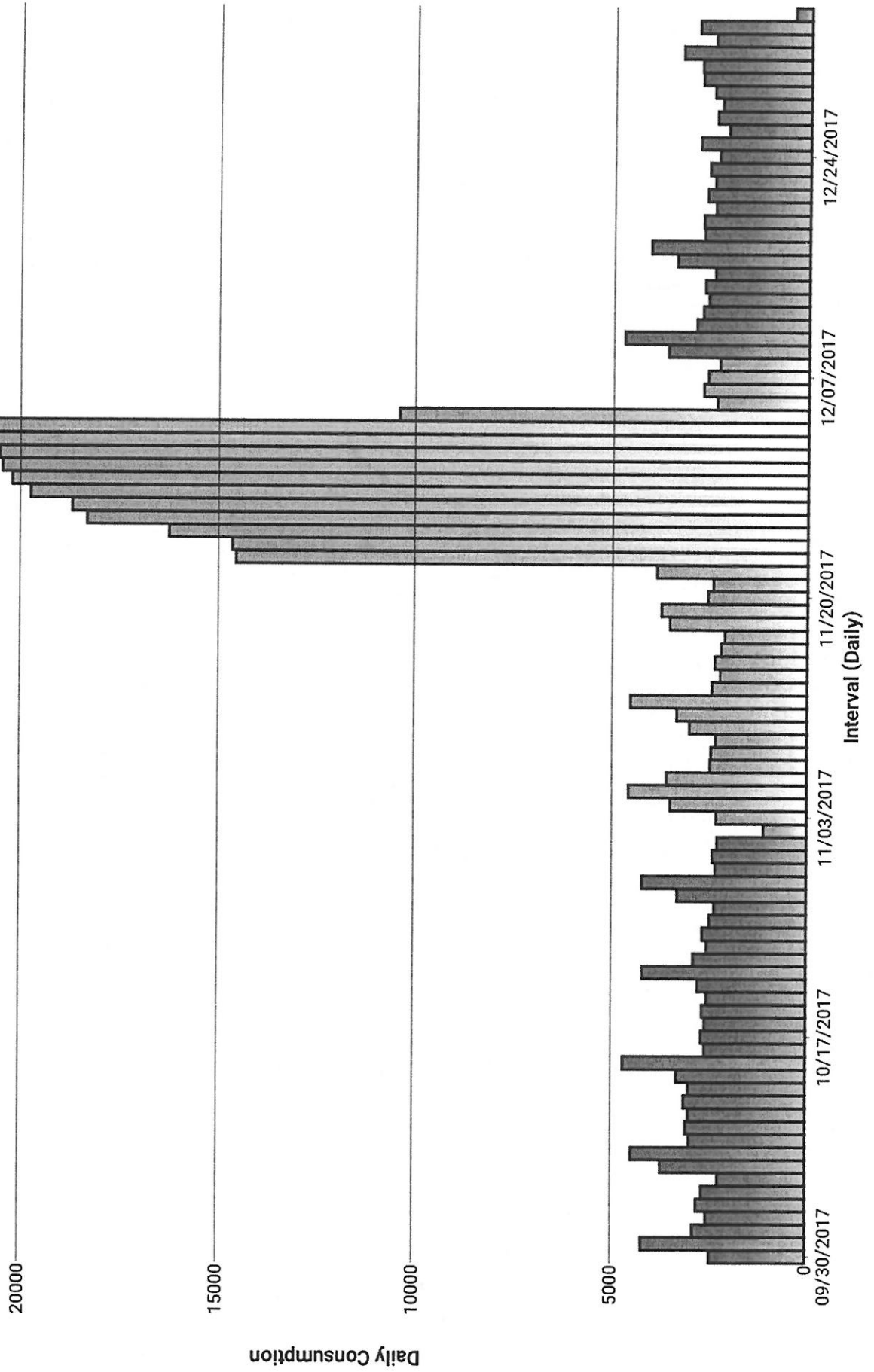
Considering the circumstances, I am writing to request a credit of our sanitary sewer portion of the water bill that occurred during the whole period of the water main break which from my understanding lasted more than 10 days. This is a situation where the water either dissipated through the ground, or when it finally became exposed, went down the storm water system.

Your consideration of this credit would be extremely appreciated. If you have any further questions, please feel free to contact me. Thank you.

Jeff Ciesynski
Facilities Manager
Commonwealth Terrace Cooperative
Family Student Housing
(651) 646-7526 #106

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Data Logging Report
MIU#: 1831880474 for 09/30/2017 - 01/04/2018 - 6" - 20" HPT, CUBIC FEET



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Roland Olson

From: Jeff Ciesynski <jeffc@umnctc.org>
Sent: Thursday, February 08, 2018 11:13 AM
To: Roland Olson
Subject: CTC Water Main Break

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Jeff Ciesynski
Facilities Manager
Commonwealth Terrace Cooperative
Family Student Housing
(651) 646-7526 #106

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 14, 2018
Agenda Item	Policy G2
Attachment	Award Guidelines
Submitted By	Sack Thongvanh, City Administrator

Item	Citizen of the Year Award
Description	<p>In 2016, the idea of a “Citizen of the Year” award was introduced to the Community Engagement Commission (CEC) by the Commission Chair. In 2017, as a resident, Ms. Melanie Leehy presented the idea to the City Council. They Council decided to refer additional feedback from the CEC and modifications.</p> <p>On March 7, 2018 the City Council reviewed a modified version of the original submittal with recommendations of approval process and who would be involved.</p> <p>The intent of the award is to identify, honor and reinforce the activities of exceptional caring citizens whose service or performance exemplifies the spirit of giving back to their community and fellow Falcon Heights residents. It is the goal of the City Council for this award to not only publicly recognize the volunteer efforts of deserving citizens but also inspire others to step up and continue the tradition of Falcon Heights citizens volunteering and giving back to their community.</p>
Budget Impact	The most would be minimal to the 2018 Budget.
Attachment(s)	<ul style="list-style-type: none"> · Guidelines and Application Form
Action(s) Requested	The City Council has two options regarding the Citizen of the Year Award. First, the Council can decide to approve the recognition award and approve the guidelines and application. Second, the Council can decide to defer for a recommendation from the Community Engagement Commission (CEC).

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Falcon Heights Citizen of the Year Award

Purpose

To identify, honor and reinforce the activities of exceptional caring citizens whose service or performance exemplifies the spirit of giving back to their community and fellow Falcon Heights residents. It is the goal of the City Council for this award to not only publicly recognize the volunteer efforts of deserving citizens but also inspire others to step up and continue the tradition of Falcon Heights citizens volunteering and giving back to their community.

Eligibility

Any adult resident of Falcon Heights who is a non-current elected City official that has given active service to the community, whether in a job related, civic, or volunteer activity(ies) is eligible for nomination.

Criteria

A nominee must possess and demonstrate a generous community spirit. Nominee must have contributed quality service to the community of Falcon Heights through activities in business, government, education, professional, civic, religious, or other organizations or activities. The nominee must possess a record of noteworthy service that contributes to the quality of life in Falcon Heights, is seen as a role model in the community and thereby raises the standards of social responsibility.

Guidelines

Nominations may be initiated by any individual, group, organization or the City Council to recognize the distinguished service of the individual. (Self nominations will not be accepted.)

Guidelines for person(s) initiating the nomination:

1. Review the award criteria.
2. Complete the nomination form. Additional sheets, if required, may be used. Please type or print clearly,
3. Obtain at least three (3) letters of recommendation from people who can give personal testimony to the nominee's accomplishments. Must have first and last name, mailing address, phone number and if available an email address for all people supplying testimony letters.
4. Mail the nomination form and letters to:

City of Falcon Heights
Citizen of the Year Award Committee
2077 Larpenteur Ave W Falcon Heights MN 55113

Award Committee

The Committee would be comprised of two City Council Members as well as three active Commissioners, one from each Commission. They would review all nominations and provide recommendations to the City Council.

Timeline

All nominations must be **received by** (not postmarked by) the City of Falcon Heights no later than **May 30** of each year. The award would be given once annually, yet if no nomination is submitted, they City Council reserves the right to give the award to a recipient.

Recognition

The recipient would be honored as the “Citizen of the Year” at the Falcon Heights City Council Meeting prior to the Annual Ice Cream Social and be acknowledged during the Annual Ice Cream Social. They will receive a Certificate of Recognition, and be invited to attend any City volunteer activities in that given year. They will have their name displayed in a conspicuous location within the City Hall on a monument focused on this award.

**FALCON HEIGHTS CITIZEN OF THE YEAR
NOMINATION FORM**

Falcon Heights City Hall
Citizen of the Year Award Committee
2077 Larpenteur Ave W Falcon Heights MN 55113

Citizen of the Year Nominee: _____

(Give full name of nominee to be honored, just as you wish the award lettered in the event the award is granted.)

Occupation _____.

Address _____.

Phone _____ . Email _____.

Nomination submitted by _____.

A. Background information: *(Optional*) Please include information about nominee's family, education, accomplishments, other awards, honors, recognitions, etc.) *Note: Award will not be granted based upon background information listed below. The information is requested as biographical information only, and may be used for the awards presentation and/or media requests for background information about the award recipient.*

B. Service to the community: *Describe specifically how the nominee's contributions have contributed to the quality of life in Falcon Heights.*

C. Letters of recommendation: *Please attach at least three (3) separate letters of recommendation from people who can give personal testimony to the nominee's accomplishments. Letters of recommendation may include specific examples, anecdotes, dates, and facts relating to the nominees accomplishments. Letters of recommendation should include writer's name, address, telephone number, email address and relationship to the nominee. Please also note contact information below for each recommendation letter being included.*

1st Nomination submitted by: _____ . Date _____ .

Address _____ .

Phone _____ . Email _____ .

Relationship to Nominee _____ .

2nd Nomination submitted by: _____ . Date _____ .

Address _____ .

Phone _____ . Email _____ .

Relationship to Nominee _____ .

3rd Nomination submitted by: _____ . Date _____ .

Address _____ .

Phone _____ . Email _____ .

Relationship to Nominee _____ .



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 14, 2018
Agenda Item	Policy G3
Attachment	Draft Checklist
Submitted By	Sack Thongvanh, City Administrator

Item	SolSmart - Permit Checklist
Description	<p>SolSmart is a national recognition and a no-cost technical assistance program for local governments designed to drive greater solar deployment and help make it possible for even more American homes and businesses to access affordable and renewable solar energy to meet their electricity needs.</p> <p>Stakeholder Benefits:</p> <ul style="list-style-type: none"> · Reducing soft costs can increase return on investment for solar customers. Complex or poorly-defined local government processes can add up to \$2,500 to the cost of going solar. · Eliminating red tape and making approval processes more efficient can save local governments time and money, helping communities better manage constrained budgets and limited taxpayer resources. · Improving local processes for going solar can improve business prospects for solar companies. More than one-third of solar installation companies say they avoid serving communities because of permitting difficulties. <p>Community Benefits:</p> <ul style="list-style-type: none"> · National recognition on the SolSmart website, media campaign mentions, and other means. · An opportunity to receive awards for exceeding basic program requirements and further distinguishing your community from its peers. · The opportunity to host a SolSmart Advisor, a fully-funded temporary staff member assigned to each of 30 to 40 communities for up to six months. <p>On September 28, 2016, the City Council approved to participate in the SolSmart program. The City pledged to document the actions the city has already taken and take additional steps to remove barriers to solar development.</p> <p>Attached you will find a draft permit checklist to streamline the process of solar installation and also a flat fee for solar installation permit. The City received agreement from the City of Little Canada (the jurisdiction that provide Building Inspection Services for the City) for the \$200 flat fee for residential solar installation.</p>

Budget Impact	There will be minimal impact on building permit revenue.
Attachment(s)	<ul style="list-style-type: none">· Permit Checklist
Action(s) Requested	Staff would recommend approval of a \$200 flat fee for a solar permit installation for single-family home.

City of Falcon Heights

Residential & Commercial, Flush Roof-Mount, Solar PV Systems – Permit Checklist:

- Building Permit
- Electrical Permit*

- Site plan showing location of major components on the property and a framing cross-section that identifies type of support (rafter or truss), spacing, span dimension, and approximate roof slope.
- Structural Compliance** - Construction Plan, Specification Sheets, and Installation Manuals for all manufactured components. Additional Information as Requested by Inspector.

Residential & Commercial, Ground-Mount, Solar PV Systems – Permit Checklist:

- Building Permit
- Electrical Permit*

- Site plan showing location of major components on the property, setbacks, elevations, size, (other considerations you have?)
- Structural Compliance - Construction Plan, Specification Sheets, and Installation Manuals for all manufactured components. Additional Information as Requested by Inspector.

The cost of a **Residential** Solar PV System permit (Ground or Roof Mount) is \$ 200. The cost of a **Commercial** Solar PV System permit (Ground or Roof Mount) is based on valuation per City Building Permit Fee Schedule. Cost of permit to be paid at time of application with **cash, or check/credit card** made payable to **(Who?)**.

Once plans and/or permit are approved (in no more than 10 business days) installation may be initiated. If you have any questions on what is needed to receive building permit, contact City Hall at 651-792-7600.

*Electrical permits are issued by the State of Minnesota, and you can apply for one directly through the inspector. Our electrical inspector is David Sawyer, 763-551-5557.

** The MN Department of Labor and Industry (DLI) and Minnesota Department of Commerce developed a standardized load table to help determine if the roof structure of wood-framed buildings is sufficient to handle the additional weight of solar PV systems (see: <http://mn.gov/commerce-stat/pdfs/standardized-load-table-report.pdf>). Permit applicants may use the standardized load table report in conjunction with manufacturer installation recommendations to demonstrate structural compliance without consultation by a structural engineer.