

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
AGENDA
March 25, 2020 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: ANDREWS ___ GUSTAFSON___ LEEHY___

MIAZGA ___ WEHYEE___

STAFF PRESENT: THONGVANH___

C. PRESENTATION

D. APPROVAL OF MINUTES:

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 3/19/20 \$222,602.65
Payroll through: 3/15/20 \$18,464.67
2. Approval of City License(s)
3. Approval of Grant Application for Good Neighbor Fund

G: POLICY ITEMS:

1. Extend Declaration of Local Emergency

H. INFORMATION/ANNOUNCEMENTS:

I. COMMUNITY FORUM:

Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

J. ADJOURNMENT:

*Note: City Hall will be open to the public during the meeting. Social distancing as recommended by the CDC and the State will be enforced.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 25, 2020
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through: 3/19/20 \$222,602.65 Payroll through: 2/29/20 \$18,464.67
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.

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PACKET: 02113 MAR 10 PAYABLES 2020
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

01-00150		AMERIPRIDE SERVICES				
I-1004734525		TOWEL COLLECTION, LAUNDRY	78.13			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		TOWEL COLLECTION, LAUNDRY		101 4124-82011-000	LINEN CLEANING	78.13
=== VENDOR TOTALS ===			78.13			

01-00161		ANCHOR PAPER COMPANY				
I-10616754-00		BATH TISSUE ROLL DISPENSER	22.01			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		BATH TISSUE ROLL DISPENSER		101 4131-70110-000	SUPPLIES	22.01
=== VENDOR TOTALS ===			22.01			

01-03300		COREMARK METALS				
I-5022880		STEEL	154.85			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		HOT ROLL RANDOM 4PCS		101 4131-70110-000	SUPPLIES	2.40
		STEEL, HOT ROLL RANDOM		101 4131-70110-000	SUPPLIES	11.56
		COLD ROLLED STEEL		101 4131-70110-000	SUPPLIES	78.56
		STEEL ROUND, BRUSH WOOD HANDLE		101 4131-70110-000	SUPPLIES	21.79
		HOT ROLLED STEEL, PLATE CASTER		101 4131-70110-000	SUPPLIES	40.54
=== VENDOR TOTALS ===			154.85			

01-05115		GOPHER STATE ONE CALL				
I-0020383		FEB 2020 LOCATES	12.15			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		FEB 2020 LOCATES		601 4601-88030-000	LOCATES	12.15
=== VENDOR TOTALS ===			12.15			

01-05760		MINNESOTA GFOA				
I-202003107453		MN GFOA MEMBERSHIP 2020	60.00			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		MN GFOA MEMBERSHIP 2020		101 4113-86100-000	CONFERENCES/EDUCATION/AS	60.00
=== VENDOR TOTALS ===			60.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-04875	MN STATE FIRE	CHIEF ASSOC				
I-202003107450		2020 MEMBERSHIP - 3 CAPTAINS	180.00			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		2020 MEMBERSHIP - 3 CAPTAINS		101 4124-86110-000	MEMBERSHIPS	180.00
		=== VENDOR TOTALS ===	180.00			
01-04875	MOBILE MINI, INC.					
I-9008056530		LIGHT CLEAN	45.00			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		LIGHT CLEAN		101 4141-87120-000	FACILITIES & GROUND MAIN	45.00
		=== VENDOR TOTALS ===	45.00			
01-06115	TIMOTHY PITTMAN					
I-202003107451		FLEX PAYMENT	200.00			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		FLEX PAYMENT		101 21712-000	MEDICAL FLEX SAVINGS PAY	80.00
		FLEX PAYMENT		601 21712-000	MEDICAL FLEX SAVINGS PAY	70.00
		FLEX PAYMENT		602 21712-000	MEDICAL FLEX SAVINGS PAY	50.00
		=== VENDOR TOTALS ===	200.00			
01-06628	SACK THONGVANH					
I-202003107452		JAN-FEB CELL PHONE REIMB	120.00			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		JAN-FEB CELL PHONE REIMB		101 4131-85015-000	CELL PHONE	60.00
		JAN-FEB CELL PHONE REIMB		601 4601-85015-000	CELL PHONE	60.00
		=== VENDOR TOTALS ===	120.00			
01-05737	VERIZON WIRELESS					
I-9849240641		CELL PHONE JAN 27 - FEB 26	80.02			
3/10/2020	APBNK	DUE: 3/10/2020 DISC: 3/10/2020		1099: N		
		CELL PHONE JAN 27 - FEB 26		101 4124-85015-000	CELL PHONE	80.02
		=== VENDOR TOTALS ===	80.02			
		=== PACKET TOTALS ===	952.16			

PACKET: 02115 MAR 13 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
=====						
01-0575	BHE	COMMUNITY SOLAR, LLC				
I-10333508		CITY HALL SOLAR ELECT JAN	158.40			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		CITY HALL SOLAR ELECT JAN		101 4131-85025-000	SOLAR ELECTRIC	158.40
		=== VENDOR TOTALS ===	158.40			
=====						
01-05371	BOND TRUST SERVICES CORPORATIO					
I-202003137454		BOND FEES	950.00			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		BOND FEES		312 4312-94900-000	BOND FEES	950.00
		=== VENDOR TOTALS ===	950.00			
=====						
01-03110	CENTURY LINK					
I-202003137455		MONTHLY SERVICE MAR 1 TO 31	68.87			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		MONTHLY SERVICE MAR 1 TO 31		601 4601-85011-000	TELEPHONE - LANDLINE	68.87
		=== VENDOR TOTALS ===	68.87			
=====						
01-06290	CITY OF ROSEVILLE					
I-228588		IT SERVICES FEB	3,693.00			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		IT SUPPORT SERVICES FEB		101 4116-85070-000	TECHNICAL SUPPORT	1,817.75
		IT SUPPORT SERVICES FEB		101 4124-85070-000	NETWORK/TECH SUPPORT(I-N)	1,189.80
		IT SUPPORT SERVICES FEB		101 4132-85070-000	NETWORK/TECH SUPPORT(I-N)	297.45
		IT EQUIPMENT		401 4401-90100-000	FURNITURE & EQUIPMENT	185.00
		SOFTWARE LICENSING		101 4116-70100-000	SUPPLIES	203.00
		=== VENDOR TOTALS ===	3,693.00			
=====						
01-03122	CITY OF ST PAUL					
I-202003137456		RADIO MAINTENANCE SERVICE	112.50			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		RADIO MAINTENANCE SERVICE		101 4124-87029-000	REPAIR OTHER EQUIPMENT	112.50
		=== VENDOR TOTALS ===	112.50			

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-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-0344		GRALISH, CASSANDRA					
I-202003137457		MINI SOCCER REFUND	35.00				
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N			
		MINI SOCCER REFUND		201 34310-000	RECREATION FEES	35.00	
		=== VENDOR TOTALS ===	35.00				
01-04570		JOSEPH, KATRINA E.					
I-0098		FEB PROSECUTIONS	2,500.00				
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: Y			
		FEB PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,500.00	
		=== VENDOR TOTALS ===	2,500.00				
01-05509		LEAGUE OF MN CITIES					
I-316867		STORMWATER COALITION 2020	530.00				
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N			
		STORMWATER COALITION 2020		602 4602-86110-000	MEMBERSHIPS	530.00	
		=== VENDOR TOTALS ===	530.00				
01-05440		LOFFLER COMPANIES, INC					
I-3371097		FEB COPIER OVERAGE CHARGE	64.73				
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N			
		FEB COPIER OVERAGE CHARGE		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	64.73	
		=== VENDOR TOTALS ===	64.73				
01-05493		MCMA					
I-202003137458		SACK MEMBERSHIP	150.00				
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N			
		SACK MEMBERSHIP		101 4112-86100-000	CONFERENCES/EDUCATION/AS	150.00	
		=== VENDOR TOTALS ===	150.00				
01-05670		METRO PRODUCTS INC					
I-150245		FIBER DISC	208.25				
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N			
		FIBER DISC		101 4131-70110-000	SUPPLIES	208.25	
		=== VENDOR TOTALS ===	208.25				

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01 65		METROPOLITAN COUNCIL				
I-1107575		WASTE WATER SERVICE APRIL	51,341.49			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		WASTE WATER SERVICE APRIL		601 4601-85060-000	METRO SEWER CHARGES	51,341.49
		=== VENDOR TOTALS ===	51,341.49			
01-05263		MID CITY SERVICES- INDUSTRIAL				
I-126318		FLOOR MATS	42.15			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		FLOOR MATS		101 4131-70110-000	SUPPLIES	42.15
		=== VENDOR TOTALS ===	42.15			
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-951721		APRIL HEALTH INS	10,842.98			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		APRIL HEALTH INS		101 4112-89000-000	MISCELLANEOUS	10,842.98
		=== VENDOR TOTALS ===	10,842.98			
01-04875		MOBILE MINI, INC.				
I-9008048701		OFFICE RENTAL	12.50			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		OFFICE RENTAL		101 4141-87120-000	FACILITIES & GROUND MAIN	12.50
		=== VENDOR TOTALS ===	12.50			
01-05427		NANDKUMAR, NALISHA				
02003137459		PHONE & MILEAGE REIMB FEB	64.28			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		PHONE REIMB FEB		101 4116-85010-000	TELEPHONE	20.00
		MILEAGE REIMB FEB		101 4112-70100-000	SUPPLIES	44.28
		=== VENDOR TOTALS ===	64.28			
01-07263		NEXTEL COMMUNICATIONS, INC				
I-172868921-180		CELL PHONE JAN 27 TO FEB 26	17.16			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		CELL PHONE JAN 27 TO FEB 26		101 4124-85015-000	CELL PHONE	17.16
		=== VENDOR TOTALS ===	17.16			

PACKET: 02115 MAR 13 PAYABLES
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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06185	53	OREILLY AUTO PARTS				
I-3243-231954		AIR FILTER, GLOVE, WIPER, OIL	126.19			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		AIR FILTER, GLOVE, WIPER, OIL		101 4131-70110-000	SUPPLIES	126.19
		=== VENDOR TOTALS ===	126.19			
01-06185		RAMSEY COUNTY				
I-EMCOM-008298		FEB RADIO FLEET & MARCH INS/H	4,374.65			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		FEB RADIO FLEET SUPPORT		101 4124-86800-000	RADIO MESB/FLEET SUPPORT	68.64
		FEB 911 DISPATCH		101 4122-81200-000	911 DISPATCH FEES	2,739.96
		FEB CAD		101 4122-81200-000	911 DISPATCH FEES	530.66
		MARCH INSURANCE/HR ADMIN FEE		101 4112-89000-000	MISCELLANEOUS	1,035.39
		=== VENDOR TOTALS ===	4,374.65			
01-06184		RAMSEY COUNTY - POLICE AND 911				
I-SHRFL-001867		MARCH LAW ENFORCEMENT SERVICE	97,675.43			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		MARCH LAW ENFORCEMENT SERVICE		101 4122-81000-000	POLICE SERVICES	97,675.43
		=== VENDOR TOTALS ===	97,675.43			
01-06973		RENGEL PRINTING CO				
I-119843		POSTAGE	918.68			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		POSTAGE		101 4116-70500-000	POSTAGE	918.68
		=== VENDOR TOTALS ===	918.68			
01-06548		TOLL - GAS & WELDING SUPPLY				
I-40115034		,EDIUM ACETYLENE CYLINDER	6.59			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		,EDIUM ACETYLENE CYLINDER		101 4131-70110-000	SUPPLIES	6.59
		=== VENDOR TOTALS ===	6.59			

PACKET: 02115 MAR 13 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
0. 70		XCEL ENERGY				
I-675155771		GAS & ELECT	4,007.89			
3/13/2020	APBNK	DUE: 3/13/2020 DISC: 3/13/2020		1099: N		
		CITY HALL GAS		101 4131-85030-000	NATURAL GAS	1,479.06
		COMM PARK ELECT		101 4141-85020-000	ELECTRIC/GAS	128.47
		COMM PARK GAS		101 4141-85030-000	NATURAL GAS	236.09
		STREET LIGHTIMNG ELECT		209 4209-85020-000	STREET LIGHTING POWER	73.32
		COMM PARK ELECT		101 4141-85020-000	ELECTRIC/GAS	29.52
		EMERGENCY PREPARENESS		101 4121-85020-000	ELECTRIC	0.80
		EMERGENCY PREPARENESS		209 4209-85020-000	STREET LIGHTING POWER	2,060.63
		=== VENDOR TOTALS ===	4,007.89			
		=== PACKET TOTALS ===	177,900.74			

PACKET: 02117 MAR 18 PAYABALES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-05665 METROPOLITAN COUNCIL

I-1101469		NOV 2019 WASTEWATER	41,362.51			
3/18/2020	APBNK	DUE: 3/18/2020 DISC: 3/18/2020		1099: N		
		NOV 2019 WASTEWATER		601 20200-000	ACCOUNTS PAYABLE	41,362.51
		=== VENDOR TOTALS ===	41,362.51			
		=== PACKET TOTALS ===	41,362.51			

PACKET: 02119 MAR 19 PAYABLOES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	DISCOUNT	GROSS	P.O. #	G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====								
01-03110	CENTURY LINK							
I-202003197465		MAR 7 TO APRIL 6 PHONE		63.48				
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020			1099: N			
		MAR 7 TO APRIL 6 PHONE				601 4601-85011-000	TELEPHONE - LANDLINE	63.48
		=== VENDOR TOTALS ===		63.48				
=====								
01-05582	MENARDS							
I-202003197464		SUPPLIES		70.05				
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020			1099: N			
		SUPPLIES				101 4131-70110-000	SUPPLIES	70.05
		=== VENDOR TOTALS ===		70.05				
=====								
01-05843	MN NCPERS LIFE INSURANCE							
I-202003197463		LIFEINS		48.00				
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020			1099: N			
		LIFEINS				101 21709-000	OTHER PAYABLE	24.64
		LIFEINS				204 21709-000	OTHER PAYABLE	1.60
		LIFEINS				601 21709-000	OTHER PAYABLE	15.52
		LIFEINS				602 21709-000	OTHER PAYABLE	6.24
		=== VENDOR TOTALS ===		48.00				
=====								
01-05813	MN STATE FIRE CHIEF ASSOC							
I-202003197462		ADDITIAL DUES		60.00				
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020			1099: N			
		ADDITIAL DUES				101 4124-86110-000	MEMBERSHIPS	60.00
		=== VENDOR TOTALS ===		60.00				
=====								
01-05973	NORTH SUBURBAN ACCESS CORPORAT							
I-2020-024		WEBSTREAMINGCABLE CASTING		492.42				
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020			1099: N			
		WEBSTREAMING				101 4116-85060-000	WEB SITE	170.67
		CABLE CASTING				101 4116-85050-000	CABLE TV	321.75
		=== VENDOR TOTALS ===		492.42				

PACKET: 02119 MAR 19 PAYABLOES

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-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-06112 PIONEER PRESS

I-202003197466		LEGALS	75.68		
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020		1099: N	
		LEGALS		101 4112-70100-000 SUPPLIES	75.68
=== VENDOR TOTALS ===			75.68		

01-06301 SAMS CLUB MC/SYNCB

I-202003197460		SHOES/ELECTION EXPS/NEWSPAPER	804.79		
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020		1099: N	
		NEWSPAPER		101 4116-70100-000 SUPPLIES	16.00
		STEEL TOE SHOES		101 4132-70120-000 SUPPLIES	390.98
		ELECTION JUDGE FOOD		101 4115-70100-000 SUPPLIES	306.48
		FACEDBOOK AD		210 4210-70420-000 NEWSLETTER/COMMUNICATION	91.33
=== VENDOR TOTALS ===			804.79		

01-05870 XCEL ENERGY

I-202003197461		ELECTRIC	772.82		
3/19/2020	APBNK	DUE: 3/19/2020 DISC: 3/19/2020		1099: N	
		ELECTRIC		101 4131-85020-000 ELECTRIC	468.82
		ELECTRIC		101 4141-85020-000 ELECTRIC/GAS	123.33
		ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	29.87
		ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	44.63
		ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	38.41
		ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	21.27
		ELECTRIC		209 4209-85020-000 STREET LIGHTING POWER	46.49
=== VENDOR TOTALS ===			772.82		
=== PACKET TOTALS ===			2,387.24		

EMP #	NAME	AMOUNT
0 .005	SACK THONGVANH	3,660.81
01-1020	AMANDA P LOR	1,436.13
01-1022	NALISHA NANDKUMAR	1,527.41
01-1136	ROLAND O OLSON	2,590.76
01-1021	JUSTIN M MARKON	1,519.76
01-0040	KEVIN ANDERSON	68.29
01-0085	DANIEL S JOHNSON-POWERS	111.70
01-0087	MICHAEL A MCKAY	109.36
01-0095	MICHAEL J POESCHL	171.16
01-0097	PATRICK GAFFNEY	94.50
01-0106	SCOTT A TESCH	41.08
01-0124	MICHAEL D KRUSE	102.42
01-0132	ANDREW K TEMME	102.42
01-0135	MORGAN B MCCANN	95.76
01-0137	DANIEL J WATTENHOFER	123.09
01-0138	GRANT W HEITMAN	34.14
01-0139	WILLIAM M RAVEN	142.51
01-0140	RYAN J CARLSON	123.24
01-2172	MICHAEL W ARCAND	109.36
01-1030	TIMOTHY J PITTMAN	2,239.40
01-1033	DAVE TRETSVEN	1,773.45
01-1143	COLIN B CALLAHAN	1,957.50
01-2254	KELLY M HART	165.98

T L PRINTED: 23 18,300.23

3-10-2020 8:28 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 3/10/2020

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1165	ZHOU, ZHINING	R	3/10/2020	164.44	089374

3-10-2020 8:28 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
 PAYROLL DATE: 3/10/2020

*** REGISTER TOTALS ***

REGULAR CHECKS:	1	164.44
DIRECT DEPOSIT REGULAR CHECKS:	23	18,300.23
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	24	18,464.67

*** NO ERRORS FOUND ***

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 16, 2020
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Amanda Lor, Administrative Coordinator

Item	Approval of City License(s)
Description	<p>The following individuals have applied for a <u>Home Occupation License</u> for 2020. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Cynthia Cyd Wicker - Dance Studio
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the City License Applications contingent on background checks as required by each permit.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 25, 2020
Agenda Item	Consent F3
Attachment	N/A
Submitted By	Justin Markon – Community Development Coordinator

Description	Grant Application for University of Minnesota Good Neighbor Fund
Background	<p>The City of Falcon Heights regularly explores grant funding opportunities to enhance operations throughout the city. An annual opportunity is the Good Neighbor Fund through the University of Minnesota. The City has received funding through this application before, most recently for expanded park programming in 2019.</p> <p>The Good Neighbor Fund committee has approved an additional \$10,000 in funding for expanding 2020 Census efforts. The City would use grant funds for two mailings: a page in the spring 2020 newsletter and a separate postcard mailer reminding residents to complete the Census, to be mailed in early/mid-April.</p>
Budget Impact	The total grant request is \$1,576.82.
Attachment(s)	<ul style="list-style-type: none"> • N/A
Action(s) Requested	Staff recommends approval of submittal for the 2020 Good Neighbor Fund grant application for 2020 Census efforts.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	March 25, 2020
Agenda Item	Consent G1
Attachment	Resolution
Submitted By	Sack Thongvanh, City Administrator

Item	Extend Period of Local Emergency
Description	The Falcon Heights Emergency Management Team has held numerous meetings in the recent weeks, and have decided that Falcon Heights should declare a local emergency due to COVID-19. Ramsey County has declared an emergency last Saturday and all the suburban communities are in line to declare a local emergency in the next few days.
Budget Impact	Declaring a local emergency is designed to allow the city to be more nimble in its response and able to recover its costs from the emergency.
Attachment(s)	<ul style="list-style-type: none"> • Copy of Declaration of Emergency • Resolution 20-10 Extend Period of Local Emergency
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve of attached resolution and extend the period of local emergency.

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CITY OF FALCON HEIGHTS
MAYOR DECLARATION NO. 2020-01

WHEREAS, the Mayor of the City of Falcon Heights, Minnesota ("Mayor") finds that the following local emergency ("Emergency") exists in the City of Falcon Heights, Minnesota ("City"):

1. On March 11, the World Health Organization (WHO) determined that the Coronavirus (COVID-19) outbreak constitutes a pandemic.
2. On March 13, 2020, President Trump declared a national state of emergency as a result of the pandemic.
3. On March 13, 2020, Governor Tim Walz issued Emergency Executive Order 20-01, declaring a state of peacetime emergency to address the COVID-19 pandemic in Minnesota. The Governor's Executive Order along with this Declaration triggers activation of the City's emergency management plan and enables the City to exercise its emergency powers.
4. The spread of COVID-19 in the United States has raised serious public health concerns and resulted in a great deal of uncertainty. Much remains unknown about the virus and the affects it will have on the health of our community.

WHEREAS, Minnesota Statutes, Section 12.29 authorized the Mayor to declare the existence of the Emergency, invokes necessary portions of the response and recovery aspects of applicable local or interjurisdictional disaster plans, and may authorize aid and assistance under those plans.

WHEREAS, Minnesota Statutes, Section 12.37 authorizes the City, acting through its governing body, to:

- 1) Enter into contracts and incur obligations necessary to combat the disaster by protecting the health and safety of persons and property and by providing emergency assistance to the victims of the disaster.
- 2) Exercise the powers vested by that section in the light of exigencies of the disaster without compliance with time-coming procedures and formalities otherwise prescribed by law.

WHEREAS, the Mayor finds that the Emergency is sudden and could not have been anticipated; and

WHEREAS, the Mayor finds that this situation threatens the health, safety, and welfare of the residents of our community and threatens the provision and delivery of city services as a result of the Emergency; and

WHEREAS, the Mayor finds that the Emergency poses the risk of and may cause catastrophic loss of public health, safety, and welfare if not immediately addressed.

NOW THEREFORE, as the Mayor of the City of Falcon Heights, Minnesota, I declare that a Local Emergency exists effective at 5:00 p.m. on March 20, 2020 in the City of Falcon Heights, Minnesota.


Mayor Randall Gustafson

ATTEST:


City Administrator, Sack Thongvanh

NOTE: The Council must give approval in order for the Emergency Declaration to last for more than three days

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 25, 2020

No. 20-10

A RESOLUTION TO EXTEND PERIOD OF LOCAL EMERGENCY

WHEREAS, Minnesota Statue 12.29, subd. 1 allow the governing body of a local government to extend the period of a local emergency declared pursuant to Minnesota 12.29, subd.1.

WHEREAS, the Mayor of Falcon Heights has found the following emergency situations exists:

- World Health Organization has declared a novel coronavirus (COVID-19) as a Pandemic.
- Cases of COVID-19 continue to increase at a rapid rate, stressing the local healthcare system.
- Federal, State, and County Health Agencies have enacted social distancing mandates in an effort to reduce risk and stress on the healthcare system.
- The expectations on local resources and services will be stressed and there is a need to increase our local operations and spending capacities to respond to the growing needs of the community we serve.

WHEREAS, the Mayor has declared that the situation constitutes a local emergency;

WHEREAS, the City Council agrees with the Mayor’s findings and further finds that the local emergency will last for more than three days;

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

- 1) The local emergency is recognized as continuing until April 30, 2020
- 2) This declaration of a local emergency will invoke the City’s Emergency Management Plan. The portions that are necessary for response to and recovery from the emergency must be used.

WHEREUPON said resolution was declared dully passed and adopted.

Moved by:

Approved by: _____
Randall Gustafson
Mayor

GUSTAFSON ___ In Favor
LEEHY
MIAZGA ___ Against
WEHYEE
ANDREWS

Attested by: _____
Sack Thongvanh
City Administrator