

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

**MINUTES**  
April 25, 2018 at 7:00 P.M.

A. CALL TO ORDER: 7:00 pm

B. ROLL CALL: LINDSTROM \_\_\_ LEEHY\_X\_ BROWN THUNDER\_X\_  
MIAZGA\_X\_ GUSTAFSON\_X\_

STAFF PRESENT: THONGVANH\_X\_

1. Mayor Pro-tem Gustafson made a Motion that the agenda be amended adding a 5<sup>th</sup> item to the Consent Agenda.

Approved 4-0

C. PRESENTATIONS: None

D. APPROVAL OF MINUTES:

1. April 11, 2018 City Council Meeting Minutes

Corrections to be made are:

Pg. 1, line 4, change 'too' to 'to'.

Council Member Leehy had a question regarding Pg. 3, 3<sup>rd</sup> paragraph from the bottom, "The new law allows LGUs to impose rent of up to \$150 annually plus \$25 for maintenance for each site." She wanted to know if that was "annually or is part of that monthly"?

City Administrator Thongvanh, said he would have to check and get back to her.

Approved 4-0

E. PUBLIC HEARINGS: None

F. CONSENT AGENDA:

1. General Disbursements through: 4/18/18 \$141,893.01  
Payroll through: 4/15/18 \$19,511.37
2. Approval of City Licenses - Municipal business license for "Banana Buy Back".  
They buy cell phones, repair them, and sell them back.
3. 2019 Volunteer Fire Assistance Grants
4. Proclamation to Recognize National Police Week 2018
5. Appointment of Amanda Lor to the position of Administrative Coordinator with the City of Falcon Heights

Mayor Pro-Tem Gustafson Moved, Approved 4-0

## G: POLICY ITEMS:

1. Approve the Replacement of Pedestrian Signal on Garden Ave and Hamline  
City Administrator Thongvanh

The City of Roseville and the City of Falcon Heights jointly own 'flashers' for the crosswalk at Hamline and Garden. The existing pedestrian 'flashers' were installed in 2008 at an approximate cost of \$6,000 split between the cities. The City has received a number of complaints from residents that the flashers sometimes works or does not work and sometimes they are not consistent with each other. Part of that is the age of the flashers, but the other part of it, is the solar array panels that generate the power to the flashers and the panel that is attached to it, is just not large enough to last all day long.

The City of Roseville has trimmed the trees, so that it does not affect the solar panels, but ultimately the equipment has come to the age that it needs to be replaced. There are now three issues with the 'flashers' 1) the battery, 2) the two flashers are not communicating, and 3) the circuit board needs to be replaced for the system. The cost of replacing the circuit board is half the cost of the system; and the system has performed marginally at best, so it is definitely time to replace the 'flashers'.

The cost would be split with the City of Roseville. The City has received a quote of approximately \$11,600, using an RRFB signal instead of using the traditional flashing beacon, which is currently being used. Research has shown that this type of pedestrian flasher is much more effective at getting vehicles to stop for pedestrians, compared to the traditional flashing beacon. If approved, the City of Roseville would procure the equipment and split the cost with the City of Falcon Heights. Installation of the equipment will be installed by each city, so Falcon Heights will save a few thousand dollars. The cost of the signal replacement for the City of Falcon Heights would be \$5,822.64. The funding for the equipment will be from the lighting MSA fund, so there will not be an impact on our budget or any levee. Action is requested for a motion replacing the pedestrian signal at Garden and Hamline with an RRFB in the amount of \$5,822.64, and authorizing the City Administrator to execute all necessary documents.

Council Member Brown Thunder Moved, Approved 4-0

2. 2017 PMP Supplemental Agreement  
City Administrator Thongvanh

Approval is requested for 2017 PMP Supplemental Agreement. During the 2017 pavement advent project construction, various conditions changed, so the City has to do a supplemental agreement to generate a summary of the work.

Supplemental Agreement #1: Due to utility conflicts, catch basin modifications and clearing and grubbing were needed to the storm sewer work along trail connecting Hoyt Ave to Folwell. Cost of the changes is \$5,170 which would be funded using storm sewer funds.

Supplemental Agreement #2: Based on residents request, installation of shredded hardwood mulch in lieu of sod for residents. Installation of B624 curb that needed to be replaced on Roselawn Avenue adjacent to the trail. The contract did not have a bid item for either of these two items. The cost of the change order is \$12,089.00.

There has been no increase in the cost, otherwise it would have been brought to the Council, since the choice for mulch and or sod was pretty cost neutral, so the residents were able to choose. One of the things done, which has not been done in the past, is requiring the residents to sign an Agreement with the City, saying they are responsible for any upkeep of the mulch, or add more mulch later. Say a homeowner sells their property five years from now, and the new homeowner does not want mulch, it is up to the seller to re-sod, and not the City's responsibility.

Staff would recommend approving Supplemental Agreement, Amendment 1 & 2 for the 2017 Pavement Management Project, and authorize the City Administrator to execute all the necessary documents.

Council Member Leehy Moved, Approved 4-0

#### H. INFORMATION/ANNOUNCEMENTS

##### Council Member Miazga

- This Saturday, April 28, is the Sustainable Action Fair at Community Park. Council Member Miazga said he would be there first thing at 8:30 to help set up and he hoped to see everyone there.
- Council Member Miazga reported that the Planning Commission meeting went well. He said it was an extensive meeting with the consultants, and they went over a lot of language, and tried to bring all the community input to the meeting. On Tuesday, May 22, at 7:00 pm there will be a public hearing on the comprehensive plan.

##### Council Member Leehy

- The Parks and Recreation Commission will be joining the Community Engagement Commission in the "Spring Together" event. Highlighted will be signage in place for the history of Curtiss Field. Roger Bergenson, a local author, will be donating ten of his books that have that history and will be given away during the event. Council Member Leehy said she was excited about the upcoming event, which is on Saturday, May 12 from 11:00 AM - 2:00 PM.
- Having a piano at Community Park is progressing. The title will be "Play Your Part", and will be coming in early June. One of the local art teachers from Falcon Heights Elementary will be helping with the decorations on the piano. People can come and play with their friends and family or plan events around that.

- Sign up for all the Summer Programs is progressing. Volunteers and part-time staff positions are being filled. Contact City Hall, Time Sanvik, to register for a program or to work as a volunteer or a part-time worker.
- Citizen of the Year Award. Any nominee would need three letters of recommendation to be eligible for the award. The end of May is the cut-off for these nominations.

#### Council Member Brown Thunder

- The NYFS 'Leadership Luncheon' will be Wednesday, May 2, from 11:30 AM - 1:00 PM at the Midland Hills Country Club. The NYFS Senior Chore Program is always looking for volunteers for spring cleanup projects for the seniors in our community. Information on this program is located at NYFS.org. You need to be a senior to get the services. NYFS is always looking for seniors to help.

#### Mayor Pro-tem Gustafson

- The Community Engagement Commission's next meeting will be June 18. 'Spring Together' has been the main focus of the group, and that will be happening Saturday, May 12 from 11:00 AM - 2:00 PM. Many of members of the Engagement Commission have been out knocking on doors at business' and homes, and passing out flyers to promote the event.
- 'Bike and Walk to School Day' is Wednesday, May 9 at Falcon Heights Elementary. He encouraged all the citizens to be careful while driving past the school, since there will be more walkers and bikers. They will be gathering at Roseville Lutheran and then traveling from there to Falcon Heights Elementary.
- 'National Police Week', which is May 13-19, the Sheriff's Office will be participating in the Minnesota Memorial at the Capitol Grounds. They will hold a vigil and stand guard in twenty-minute shifts from 7:00 pm on the May 14 through 7:00 pm on May 15. The Sheriff's Office first event is at 12:30 pm to lay the wreath for one of the fallen. There are four fallen members from the Sheriff's Office. Then the Sheriff's Office will stand guard at 1:00 pm until 3:00 pm. Thursday, May 17 at 11:00 AM, is the Suburban Ramsey County event. It will take place at St. Mary's of the Lake in the White Bear Lake Catholic Church on Bald Eagle Avenue.

#### City Administrator Thongvanh

- Restating the dates and times for the "Falcon Heights Sustainable Action Fair" for April 28<sup>th</sup> at 11am and "Spring Together" from 11am to 2pm.
- Reported that the 2017 PMP project has a number of things to be completed this year. He wanted to thank the community, the residents of the Grove Association, and the University Grove, as they did an excellent job this year. Initially, there were a few cars that were parked illegally, but mostly the Public Works Dept. had no problem plowing that area. There was a hiccup with the County, but no damage was done, so the City was able to complete the snow removal without much trouble.

In other areas of the community, there were many cars parked in the street, which will be addressed down the line.

The residents of the Grove will be receiving a letter soon with information about the 2017 PMP starting up. The residents in that area can expect a letter from the engineering firm, the City of Roseville in the next week. The engineering firm wants to start quickly.

- The Ramsey County Sheriff's Dept. will be able to use and administer citations after May 1. Keep an eye on the e-newsletter here will be more information.
- Council Member Gustafson, Council Member Leehy and I will be attending the Kettering Foundation's 'Shared Learning Experience' - May 20-23.
- The new Administrative Coordinator, Amanda Lor, will be attending the 'Spring Together' event. She will be the staff liaison for the Community Engagement Commission. Our Deputy Clerk will still be involved until she is acclimated to the position.


I. COMMUNITY FORUM: None

J. ADJOURNMENT: 7:26 P.M.



Randy Gustafson, Mayor Pro-Tem

Dated this 25th day of April, 2018



Sack Thongvanh, City Administrator