

CITY COUNCIL MEETING

CITY OF FALCON HEIGHTS

AGENDA

JANUARY 9, 1991

A. CALL TO ORDER: 7:00 P.M.

B. ROLL CALL: BALDWIN _____ WALLIN _____ GEHRZ _____ CIERNIA _____
JACOBS _____ WIESSNER _____ CHENOWETH _____
ATTORNEY _____ ENGINEER _____

C. APPROVAL OF MINUTES OF DECEMBER 12, 1990.

D. PUBLIC HEARINGS: NONE

E. CONSENT AGENDA

1. Disbursements:
 - a. Disbursements through 1/9/91, \$39,931.79
 - b. Payroll, 12/16/90 - 12/31/90, \$10,929.68
2. Designation of Contractual Consultants and Inspectors for 1991.
3. Resignation of Lizabeth Boger from Human Rights Commission
4. Cancellation of Check #24716
5. Commission Appointments and Reappointments
6. Licenses

ACTION: _____

F. POLICY AGENDA

1. Resolution R-91-1 -- Designating Official Depository

ACTION: _____

2. Certify Official City Signators

ACTION: _____

3. Designation of Official Newspaper

ACTION: _____

4. Review and Reaffirm or Amend City Council Standing Rules Adopted October, 1987

ACTION: _____

5. Proposed Ordinance O-91-1 Amending Section 2-3.02, Subdivision 1, Relating to the Uniform Fire Code

ACTION: _____

6. Authorization to Sign Public School Inspection Agreement

ACTION: _____

7. Council Assignments

ACTION: _____

8. Contract for Recycling Services

ACTION: _____

9. Schedule City Council Planning Session

ACTION: _____

G. INFORMATION AND ANNOUNCEMENTS:

1. Commission Minutes
 - (a) Parks & Recreation Minutes of November 15, 1990
 - (b) Parks & Recreation Minutes of December 10, 1990
 - (c) Solid Waste Commission Minutes of December 6, 1990
2. Council Announcements
3. Administrative Announcements

H. ADJOURNMENT

ACTION: _____

WORKSHOP IMMEDIATELY FOLLOWING COUNCIL MEETING REGARDING POLICE SERVICES.

REGULAR CITY COUNCIL MEETING
DECEMBER 12, 1990

Baldwin convened the meeting at 7:35 P.M.

ALL MEMBERS PRESENT

Baldwin, Ciernia, Gehrz, Jacobs and Wallin. Also present were Maurer, Wiessner and Chenoweth.

ADDENDA TO AGENDA

Council approved the addition of Item F(5) Request for a Special Temporary Permit to Allow a Rooftop Display and Searchlight at the Embers Restaurant, to the Policy Agenda, and the addition of Item E(9), Resolution R-90-47 Reducing the 1991 Debt Levy on G.O. Capital Notes of 1990, to the Consent Agenda.

MINUTES OF 11/28/90 APPROVED

The Minutes of November 28, 1990 were approved by unanimous consent.

CONSENT AGENDA ITEMS APPROVED

Council approved the following Consent Agenda Items by unanimous consent:

1. Disbursements
 - a. General Disbursements through 12/12/90, \$83,765.57
 - b. Payroll, 11/16/90 - 11/30/90, \$9,436.60
2. Cancellation of Check #24674 issued 11/28/90 to Mike McPhillips, Inc. in Amount of \$3,451.73. Issued in error.
3. Planning Commission Minutes of 11/26/90
4. Fire Department Appointments: Dirk Niles and Gregory Fuller
5. Adoption of Resolution R-90-46 Requesting that Metropolitan Council Grant an Extension for Completion of the Comprehensive Plan
6. Authorization for Administrator to Approve Hiring of Part-time Ice Rink Attendants and Maintenance Workers
7. Appointment of Kevin Scattum as Government Access Cable TV Producer
8. Licenses: See Attached List.
9. Adoption of Resolution R-90-47 Reducing the 1991 Debt Levy on G.O. Capital Notes of 1991

SPECIAL TEMPORARY PERMIT APPROVED FOR EMBERS RESTAURANT, 1700 N. SNELLING, TO ALLOW A ROOFTOP DISPLAY AND SEARCHLIGHT

Baldwin explained that Henry Kristal, owner of the Embers, was unaware that a permit was required for the balloon display and searchlight which are already in use at his place of business, and has now requested official approval. Ciernia moved that approval be granted which carried unanimously.

PROPOSED 1991 STREET IMPROVEMENT PROJECT DISCUSSION

Baldwin commented on items which had been discussed during the informational meeting held immediately prior to the Council Meeting. He explained that Council must now decide what direction to give the Engineer and that his understanding was that the Maple Knoll area design would provide for streets 30 to

31 feet wide with curb and gutter, and that parking issues would be dealt with as necessary. Plans for Arona and Albert Streets would be drafted showing a 34 foot street width with a hope for a change in MSA standards. Gehrz commented on concerns expressed by Jim Evans, 1725 Fry St. regarding the impact of the street improvements on the on-street parking utilized by the residents of the apartments on Fry St. Maurer stated he will be meeting with Mr. Evans and other interested neighbors, as well as the apartment owner, to discuss options for dealing with the problem. Ciernia suggested that Council address the present assessment policy which requires that property owners be assessed for two-thirds of the cost, and consider reducing that to a lesser amount, perhaps fifty percent. Council concurred. Staff will review assessments in past years to address Jacob's concern that reducing the amount might not be equitable. The Engineer was then directed to draft plans indicating the street widths as stated by Baldwin.

APPROVAL OF COOPERATIVE AGREEMENT WITH RAMSEY COUNTY FOR HAMLINE AVENUE PROJECT

After a brief discussion Wallin moved approval of the Cooperative Agreement with Ramsey County for Hamline Avenue, Larpenteur to County Road B. Motion carried unanimously.

ORDINANCE ADOPTED APPROVING TRANSFER OF COMMUNITY TELEVISION PROGRAMMING FROM GROUP W TO MEMBER CITIES

Wallin explained that Resolution R-90-26 previously adopted by Council approved the transferring of community television programming responsibilities from Group W to the member cities, and that the adoption of proposed Ordinance R-90-10 is necessary to finalize the transfer. Wallin then moved adoption of Ordinance O-90-10 which carried unanimously.

ORDINANCE O-90-10

AN ORDINANCE AMENDING CHAPTER 4, PARTS 7 AND 8 OF THE CITY CODE RELATING TO CABLE COMMUNICATIONS

WORKSHOP TO DISCUSS FUNDING OPTIONS FOR FALCON HEIGHTS/ROSEVILLE JOINT COOPERATION SCHEDULED FOR 1/3/91

Council scheduled a workshop for 7:00 P.M., January 3, 1991 to discuss items relating to the Falcon Heights/Roseville Joint Cooperation Study.

ADJOURNMENT

The meeting was adjourned at 8:30 P.M.

Tom Baldwin, Mayor

ATTEST:

Shirley Chenoweth, City Clerk

Information
 Consent
Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: E-1

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: DISBURSEMENTS

SUBMITTED BY: Tom Kelly

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) General Disbursements through 1/9/91, \$39,931.79
- (b) Payroll - 12/16/90-12/31/90, \$10,929.68

ACTION REQUESTED: Approval

GENERAL DISBURSEMENTS

CHECK NO.	ISSUED TO	REASON	AMOUNT
24793	North Star State Bank	Federal withholdings	\$5,318.51
24794	Commissioner of Revenue	State withholding	943.88
24795	PERA	PERA deduction/withholding	981.34
24796	ICMA Retirement Trust	Retirement deduction/benefit	561.68
24797	United Way	Payroll deduction	67.00
24798	Kathleen Janke	December fire station cleaning	80.00
24799	Gary Langer	Non resident reimbursement	12.00
24800	December water	Bd. of Water Commissioners	40.47
24801	NSP	Electric	25.90
24802	Boyer Trucks	Repair Fire Truck	738.29
24803	MAMA	December lunch meeting	30.00
24804	Knox Lumber Co.	Interior stain for Park Bldg.	123.92
24805	Carol Kriegler	Pizza and pop for Lunch with Santa	112.75
24806	Midwest Business Products	Paper and storage boxes	64.50
24807	Needels Janitor Supply	32 gal. garbage can for Park Bldg.	64.57
24808	Ramsey County	December insurance cost	2,681.94
24809	U.S. West	Phone charge	48.81
24810	MN Pollution Control Agency	Sewer collection seminar	60.00
24811	Midwest Business Products	Copy paper	215.34
24812	Harmon Glass	Tempered Float Glass	205.31
24813	PERA	Pera Life	18.00
24814	On Site Sanitation	Porta potty at Idaho/Snelling	56.56
24815	Assoc. of Metro Municipalities	1991 Membership Dues	1,614.00
24816	Insty-Prints	Ice Rink Signs	36.00
24817	Terry Iverson	December mileage	39.60
24818	Colonial Insurance	Additional insurance	48.00
24819	U.S. West	Dec. phone service	54.02
24820	Discom of Minnesota	Battery	73.50
24821	American Linen Supply	Linen cleaning-fire station	29.42
24822	Joe Greenstein	Non-resident reimbursement	20.00
24823	Bartlett Painting Co.	Interior painting of park bldg.	2,585.00
24824	Har Mar Lock & Key	6 Name Tags - Park & Rec	38.70
24825	SuperAmerica	December fuel	220.70

CHECK NO.	ISSUED TO	REASON	AMOUNT
24826	NSP	December Street Lights	\$1,978.98
24827	Fuller's Radio	Jan. thru June, 1990 radio service	1,586.10
24828	No. Suburban Gavel Assoc.	1991 Membership Dues	15.00
24829	Employee Benefit Adm.	Worker's Compensation Insurance	12,790.00
24830	NW Youth & Family Services	'91 Contribution	6,107.00
24831	I.P.M.A.	'91 Membership	195.00
24832	M-75 Bldg. Maintenance	5th cleaning for December	50.00
		TOTAL:	\$39,931.79

Check Number	Employee Number	Employee Name	Social Security Number	Pay Period	Pay Group	Pay Description	Check Amount	Check Date	Status
018993				0			0.00	31-Dec-90	VOID
018994				0			0.00	31-Dec-90	VOID
018995	000000002	Wiessner, Janet R.		24	01	semi-monthly	1,300.96	31-Dec-90	Outstanding
018996	000000004	Kriegler, Carol J.		24	01	semi-monthly	396.58	31-Dec-90	Outstanding
018997	000000011	Chenoweth, Shirley G.		24	01	semi-monthly	757.63	31-Dec-90	Outstanding
018998	000000020	Iverson, Terry D.		24	01	semi-monthly	806.69	31-Dec-90	Outstanding
018999	000000027	Morgan, Jay M.		24	01	semi-monthly	1,106.79	31-Dec-90	Outstanding
019000	000000038	Wright, Vincent D.		24	01	semi-monthly	798.05	31-Dec-90	Outstanding
019001	000000063	Phillips, Patricia A.		24	01	semi-monthly	649.69	31-Dec-90	Outstanding
019002	000000065	Kelly, Thomas R.		24	01	semi-monthly	863.90	31-Dec-90	Outstanding
019003	000000079	Hoyt Taff, Susan L.		24	01	semi-monthly	386.40	31-Dec-90	Outstanding
019004	000000080	Treeful, Linda		24	01	semi-monthly	705.38	31-Dec-90	Outstanding
019005	000000081	Staffa, Gregory		24	01	semi-monthly	80.94	31-Dec-90	Outstanding
019006	000000091	Swenson, DeLoris J.		24	01	semi-monthly	734.49	31-Dec-90	Outstanding
019007	000000114	Hanson, Laura		24	01	semi-monthly	192.17	31-Dec-90	Outstanding
019008	000000001	Baldwin, Thomas W.		12	03	monthly 2	300.31	31-Dec-90	Outstanding
019009	000000003	Baumann, Nicholas B.		12	03	monthly 2	50.71	31-Dec-90	Outstanding
019010	000000005	Berndt, Ross		12	03	monthly 2	41.50	31-Dec-90	Outstanding
019011	000000008	Brown, Raymond F.		12	03	monthly 2	63.00	31-Dec-90	Outstanding
019012	000000012	Ciernia, Paul C.		12	03	monthly 2	250.00	31-Dec-90	Outstanding
019013	000000018	Holmgren, John M. Sr.		12	03	monthly 2	135.00	31-Dec-90	Outstanding
019014	000000021	Kurhajetz, Clewent M.		12	03	monthly 2	53.00	31-Dec-90	Outstanding
019015	000000024	Lindig, Leo		12	03	monthly 2	303.34	31-Dec-90	Outstanding
019016	000000033	Schauffert, Craig F.		12	03	monthly 2	135.00	31-Dec-90	Outstanding
019017	000000034	Smida, Gail		12	03	monthly 2	63.00	31-Dec-90	Outstanding
019018	000000037	Wallin, Gerald E.		12	03	monthly 2	200.00	31-Dec-90	Outstanding
019019	000000039	Morgan, Jay		12	03	monthly 2	41.50	31-Dec-90	Outstanding
019020	000000082	Gehrz, Susan L.		12	03	monthly 2	213.65	31-Dec-90	Outstanding
019021	000000089	Jacobs, Sam L.		12	03	monthly 2	300.00	31-Dec-90	Outstanding

Grand Total

10,929.68

Information
X Consent
Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, 1991

Agenda Item: E-2

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: DESIGNATION OF CONTRACTUAL CONSULTANTS AND INSPECTORS
FOR 1991.

SUBMITTED BY: Jan Wiessner
Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Designation of the following Consultants:

Attorney - Jensen, Hicken, Gedde & Scott

Fiscal Consultant - Ehlers & Associates

Engineer - Maier Stewart & Associates

Auditor - Kern, DeWenter, Viere, Ltd.

Designation of the following Inspectors:

Building Inspector - Dick Larson

Mechanical Inspector - Gene Pakoy

Plumbing Inspector - Bill Walsh

ACTION REQUESTED:



Information

Consent

Policy



CITY OF
FALCON HEIGHTS

Meeting Date: 1/9/91

Agenda Item: E-3

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: RESIGNATION OF LIZABETH BOGER FROM HUMAN RIGHTS COMMISSION

SUBMITTED BY: Tom Baldwin

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

See resignation attached.

ACTION REQUESTED: Accept resignation

Information

Consent

Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: E-4

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: CANCELLATION OF CHECK #24716

SUBMITTED BY: Tom Kelly

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Cancellation of Check #24716, issued November 30, 1990 to
Emergency Medical Products in the amount of \$36.43. (Duplicate
payment).

ACTION REQUESTED: Approval

Information

X Consent

Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: E-5

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

COMMISSION APPOINTMENTS AND REAPPOINTMENTS

SUBMITTED BY:

Tom Baldwin

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Solid Waste Commission - Reappointments

The following terms expired 12/31/90 and all three members are eligible and willing to serve three year terms to expire 12/31/93:

Lyle Wray
Nancy Misra
Terry Iverson

Parks & Recreation Commission - Reappointments

The following terms expired 12/31/90 and both members are eligible and willing to serve three year terms expiring 12/31/93.

Deborah Weiland
Lloyd Jacobson

Parks & Recreation Commission - New Appointments

Carol Huso replacing Connie Lasser whose term expired 12/31/90. This is a 3 year term expiring 12/31/93.
Mike Farrell - fill a vacancy created by resignation of Bob Gehrz, to expire 12/31/91.
David Wickhem - to complete term vacated by resignation of Jean Suppes, term to expire 12/31/91.

ATTACHMENTS: (a) Application of Mike Farrell
(b) Application of David Wickhem

(See reverse side)

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Agenda Item: E-5

Meeting Date: 1/9/91

Planning Commission - Reappointments

The following terms expired 12/31/90 and both members are willing to serve as follows:

Lee Barry, a 3 year term to expire 12/31/93
Ed Finegan, a 2 year term to expire 12/31/92

ACTION REQUESTED: Approval

FALCON HEIGHTS COMMISSION/COUNCIL APPLICATION

DATE 12/28/90NAME: MIKE FARRELLADDRESS: 1543 WEST IOWA AVE PHONE 642-1707HOW LONG AT ABOVE ADDRESS? 9 YEARSIN WHAT CAPACITY DO YOU WISH TO SERVE? As a member of the Park Commission

REASON YOU WISH TO SERVE ON ABOVE: I've been made aware that there are openings in this group and that there is a need for interested parties to fill these to work on the Idaho-Lowa city park project. I live in this neighborhood, in fact right next to the park, and feel I could offer valuable insight and ideas for this and other projects.

PRIOR PUBLIC (OR RELATED) SERVICE:

I've been a member of the Honeywell (Now Alliant-TecheSystems) Divers Workforce Council - DWC for more than a year now. This council is similar to the Falcon Hts. Human Rights Commission and the current DWC group, of which I am a member, represents an employee group of approximately 6000 people.

OTHER RELEVANT BACKGROUND (OR COMMENTS):

I currently am a supervisor of a 12 person group that includes 7 engineers. This group works to procure custom components and capital equipment and controls the expenditure of approx \$12m./year. I am an engineer myself and understand and also create engineering blueprints. I am well versed in purchasing practices and contract creation.

FALCON HEIGHTS COMMISSION/COUNCIL APPLICATION

DATE 1/3/91

NAME: DAVID D WICKHEM

ADDRESS: 1537 W IOWA AVE PHONE 645-9435

HOW LONG AT ABOVE ADDRESS? 3 1/2 YEARS

IN WHAT CAPACITY DO YOU WISH TO SERVE? MEMBER OF THE PARKS & REC. COMMISSION

REASON YOU WISH TO SERVE ON ABOVE: SPECIAL INTEREST IN THE DEVELOPMENT & MANAGEMENT OF THE IOWA/IDAHO SNELLING PARK, (NEXT DOOR), AS WELL AS AN ONGOING INTEREST IN THE FACILITIES & SERVICES OFFERED & PROVIDED BY ALL THE FALCON HEIGHTS PARKS.

PRIOR PUBLIC (OR RELATED) SERVICE: GROUP FACILITATOR FOR QUALITY PROCESS, DIVERSE WORKFORCE, & LABOR RELATIONS.

OTHER RELEVANT BACKGROUND (OR COMMENTS): SUBSTANTIAL EXPERIENCE IN PROJECT MANAGEMENT, CONSTRUCTION PLANNING, TIMELINE DEVELOPMENT, WORKING WITHIN CODE GUIDELINES, PROJECT SUPERVISION (CONCEPT THROUGH IMPLEMENTATION & ONGOING MAINTENANCE), CONTRACT DEVELOPMENT, BLUE-PRINTS, FINANCIAL PLANNING, PROJECT BIDDING, R.F.P.'S

Information
 Consent
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CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: E-6

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: LICENSES

SUBMITTED BY: Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

See attached list.

ACTION REQUESTED: Approval



December 9, 1990

LICENSES*

Corporate - Businesses

Coiffure De Chien #0636
Mr. Ems System, Inc. (Embers) #0637
HML Corporation (food service at 1777 Coffman) #0638
Pan-O-Gold #0639
Tom Thumb (Grocery, Cigarette, Off-Sale Liquor) #0640
Super America (Grocery, Gas, Cigarette) #0641
Suburban Credit #0642
Attention Technology, Inc. #0643
The Rose Bed & Breakfast #0644
Pizza Hut (Restaurant, On Sale Non-Intoxicating) #0645
Grocer's Choice #0646
Sandy's Corner Stylists #0647
B & J Floral #0648
Falcon Heights Dental Center #0649
Hair Design Unlimited #0650
Falcon Barbers #0651
Walter's Stamp Book #0652
Ann's Tailoring #0653
Insty-Prints of Falcon Heights #0654
Round Robin Sewing Center #0655
Custom Chocolate #0656
Packaging Store #0657
Warners' Stellian Co., Inc. #0658
Blue Bell Ice Cream, Inc. #0659
Guardian Photo #0660
EDS/Energy Development Services, Inc. #0661
Thatcher Chiropractic Clinic, P.A. #0662
Blomberg Pharmacy (Cigarette) #0663
American Submarine Base (Restaurant) #0663 #0664
Mar-Co Diversified DBA One-Hour Martinizing #0665
Chinatown (Restaurant, On Sale Wine, On Sale Beer) #0668
Falcon Lanes (Bottle Club, Cigarettes, Bowling, Pinball
machines, pool tables) #0669
J's Liquors #0670 (Cigarette, "Off Sale" Retail Liquor #2)
Ciattis #0671 (Restaurant "On Sale" Liquor, #20; Sunday
Liquor #19)

Tree Trimming

S & S Tree Specialists, Inc. #0666
Northern Arborists #0667

General Constructors

F.M. Frattalone Exc. & Grading, Inc. #0672
Asphalt Driveway #0673

Nu Way Builders, Inc. #0674
Wallmaster Company #0675
Milton Johnson Company #0676
Industrial Sprinkler Corporation #0677
Wayne Concrete #0678
Kraus-Anderson Construction Co. #0679
L.W.B.R. d/b/a/ Paul Davis Systems of SW Minneapolis #0680
Merle's Construction #0681

Mechanical

Harris Mechanical Contracting Co. #0682
Standard Heating & Air Conditioning Co. #0683
Allan Mechanical, Inc. #0684
Apollo Heating & Ventilating Corporation #0685
Hedman Plumbing & Heating #0686
McQuillian Bros. Plumbing & Heating Co. #0687
Midwest Equipment Company, Inc. #0688
Ron's Mechanical, Inc. #0689
Boedeker Plumbing & Heating #0690
Boehm Heating Co. #0691
Paul Falz Co. #0692
T.A. Schifsky & Sons, Inc. #0693
S.M. Hedler Plumbing, Inc. #0694

Refuse Haulers

Keith Krupenny & Son Disposal Service, Inc. #0695
Gene's Disposal Service #0696
Waste Management-Blaine #0697
Woodlake Sanitary Service #0698
Bellaire Sanitation, Inc. #0699
Action Disposal/BFI #0700
Vasko Rubbish Removal, Inc. #0701
Walter's Rubbish #0702

Vending

Theisen Vending (Cigarette) #0703
American Amusement (Pizza Hut - 2 amusement, 1 juke) #0704
American Amusement (Ciattis - cigarette) #0705

Drain & Sewer Cleaners

Ken's-Willard's Sewer Service Co. #0706

*All are renewals

Information

Consent

X Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, 1991

Agenda Item: F-1

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: RESOLUTION R-91-1 -- DESIGNATING OFFICIAL DEPOSITORY

SUBMITTED BY: Tom Kelly

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

State Law requires this designation by City Council at the first meeting of each year. North Star State Bank has provided good service in the past and will continue to provide proper service through 1991.

ACTION REQUESTED: Adopt proposed Resolution

CITY OF FALCON HEIGHTS
C O U N C I L R E S O L U T I O N

Date January 9, 1991

A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORY
FOR THE GENERAL AND SINKING FUNDS OF THE CITY
OF FALCON HEIGHTS

BE IT HEREBY RESOLVED, by the City Council of the City of Falcon Heights, that the North Star State Bank of Roseville be designated as depository for the funds of the City of Falcon Heights, and the Administrator or Designee is authorized to deposit general and other funds therein. Collateral shall be furnished by the North Star State Bank as required by law.

Moved by _____

Approved by _____

Mayor

January 9, 1991

Date

YEAS Nays

BALDWIN

CIERNIA

GEHRZ

WALLIN

JACOBS

_____ in Favor

_____ Against

Attested by _____

City Clerk

January 9, 1991

Date

Adopted by Council January 9, 1991

Information

 Consent

 X Policy



CITY OF
FALCON HEIGHTS

Meeting Date: 1/9/91

Agenda Item: F-2

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: CERTIFY OFFICIAL CITY SIGNATORS

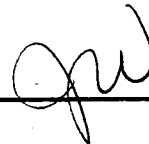
SUBMITTED BY: Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

See attached proposed Resolution

ACTION REQUESTED: Adoption of Resolution R-91-2



CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date January 9, 1991

A RESOLUTION CERTIFYING OFFICIAL CITY SIGNATURES

RESOLVED, that the City Council of Falcon Heights certifies that the following names are required as official signatures for:

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> 1. Contracts, Licenses, Checks, Loans and/or Debts 2. Ordinances and Resolutions | <ul style="list-style-type: none"> 1. Tom Baldwin, Mayor and 2. Janet Wiessner, City Administrator 1. Tom Baldwin, Mayor and 2. Shirley Chenoweth, City Clerk |
|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Moved by _____

Approved by _____
Mayor

Jan. 9, 1991
Date

YEAS BALDWIN CIERNIA GEHRZ WALLIN JACOBS	Nays _____ in Favor _____ Against
---------------------------------------------------------	-------------------------------------------------

Attested by _____
City Clerk

Jan. 9, 1991
Date

Adopted by Council Jan. 9, 1991

Information

Consent

X Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: F-3

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: DESIGNATION OF OFFICIAL NEWSPAPER

SUBMITTED BY: Shirley Chenoweth

REVIEWED BY: Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The City has received proposals from Post Publication's The Focus and the Lillie Suburban Newspaper's The Review. The Focus has been the City's official newspaper for the past several years. The Focus has offered the lowest rates for 1991.

ATTACHMENTS:

- A. Proposal from Post Publication
- B. Proposal from Lillie Suburban Newspaper
- C. Cost Comparison

ACTION REQUESTED: Designate Post Publication's The Focus as the City's official newspaper for 1991.



December 7, 1990

City Council
City of Falcon Heights
2077 W. Larpenteur Ave.
Falcon Heights, MN 55113

POST

Dear Council Members:

We would appreciate your designation of the Focus to be your official newspaper for the 1991 year.

Our company prides itself on home delivery of quality weekly newspapers that are timely and informative. By designating us to publish your public notices, we can best serve the residents of your City.

The new rate structure for legals effective January 1, 1991 will be:

1 column width
\$.62 per line - first insertion
\$.34 per line - subsequent insertions

2 column width
\$1.24 per line - first insertion
\$.68 per line - subsequent insertions

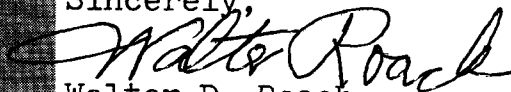
This new rate represents a 9.6% rate increase and is based on our new column width of 11.5 picas compared to our former width of 9.5 picas. This represents a 21% increase in line length and should increase readability.

We will continue to provide notarized affidavits on each of your publications.

All publications should reach this office by Thursday noon preceding our Wednesday publications. In order to expedite our service to you, please direct your publications to the attention of Audrey Broda, Legal Publications, 8801 Bass Lake Road, Minneapolis, MN 55428. For your convenience, our fax number is 537-3367.

We appreciate being considered as the official newspaper for the ensuing year and look forward to a mutually beneficial working relationship.

Sincerely,



Walter D. Roach
General Manager

PUBLICATIONS

8801 BASS LAKE ROAD
MINNEAPOLIS, MN 55428

612-536-7500

Lillie Suburban Newspapers

2515 E. Seventh Avenue
North St. Paul, MN 55109
(612) 777-8800

November 2, 1990

Honorable Mayor Tom Baldwin and City Council
City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, Minnesota 55113

Dear Mayor Baldwin and Council Members:

We ask that you designate the Roseville Review as the legal newspaper for the City of Falcon Heights for the year 1991. We ask that the designation be made at your first meeting of 1991.

Legal publication rates for minutes of regular and special meetings, bids, etc., are \$6.09 per column inch, \$8.12 per column inch tabulated and \$4.06 per column inch for each additional publication.

Thank you for considering us to serve as your legal newspaper.

Very truly yours,



N. Theodore Lillie



Raymond J. Enright

NTL/RJE:mgl



RAMSEY COUNTY REVIEW — MAPLEWOOD REVIEW — OAKDALE-LAKE ELMO REVIEW — NEW BRIGHTON BULLETIN — SHOREVIEW BULLETIN
ST. ANTHONY BULLETIN — SHOPPING REVIEW — SHOPPING REVIEW EAST — ROSEVILLE REVIEW
SOUTH-WEST REVIEW — WOODBURY-SOUTH MAPLEWOOD REVIEW — FRIDLEY SHOPPING BULLETIN — NORTH SHOPPING BULLETIN

COST COMPARISON

Based on a typical Public Hearing Notice (60 words)

<u>1991 Rate</u>	<u>1990 Rate</u>
Post Publication's <u>The Focus</u> 60 words = 12 lines @ \$.62 = \$7.44	\$6.00
Lillie Newspaper's <u>The Review</u> 60 words = 1.25" @ \$6.09 = \$7.62	8.70

Information

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CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: F-4

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: REVIEW AND REAFFIRM OR AMEND CITY COUNCIL STANDING RULES ADOPTED OCTOBER, 1987.

SUBMITTED BY: Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Each year the City Council should review the operating procedures it intends to use and decide whether changes are warranted.

Note: The rules specify an annual review in February; however, it seems appropriate to be consistent with other annual "housekeeping tasks" in January.

ACTION REQUESTED: Reaffirm Council Standing Rules

FALCON HEIGHTS CITY COUNCIL
COUNCIL MEETING STANDING RULES

October 14, 1987

INTRODUCTION

In the belief that the best decisions are made by the best informed decision makers and that the public decision process is best served when the public has every opportunity to present views, the following rules are established to govern regular and special council meetings as well as formal public hearings. There are several goals behind these rules.

1. In general, free and open discussion by all interested parties should be an essential part of the decision making process.
2. The council process should have as little procedural overhead as possible.
3. Time is better spent on substantial matters rather than proforma matters.

MEMBERSHIP

The formal Council membership consists of the four councilmembers and the mayor. All five have one vote each and all five can introduce motions. For purposes of leading the meeting the mayor, or in the absence of the mayor the acting mayor, will be considered the chairperson.

RULES

Agenda

1. To be considered, an item must be on the agenda and the agenda must be distributed to all the council members and any other persons having responsibility for an item at least three working days prior to the meeting. An agenda can be modified with addenda by a majority vote but this should be used only for minor items or items with extreme time constraints.
2. An item can be moved from the consent agenda to the action agenda at the request of any council member.
3. Since there will be audience and cable TV viewers not familiar with each item, the chair will give a brief explanation of each item as it is addressed.

4. The order of items on the agenda need not be followed absolutely. The chair may adjust the order in the interest of:

- a. Filling in time before a scheduled item, i.e. a public hearing.
- b. Grouping several items to best make use of consultant time.
- c. Accommodating individuals who have attended the meeting specifically to provide input on an item.

Process - Regular and Special Council Meetings

1. For these proceedings the Council will use the 'open discussion' procedure. That is, discussion is open to any member before or after a motion is made. This privilege is also extended to the Clerk-Administrator, Executive Secretary and any of the consultants who may have an interest in or can contribute to the item at hand.

2. At the discretion of the chair, this privilege is also extended to those members of the audience who wish to provide input. The chair may also rule out of order any input felt to be redundant, superfluous or irrelevant.

3. The chair can make liberal use of the "unanimous consent" procedure. That is, items that in the judgement of the chair are likely to be unanimously approved, can be introduced for approval with the statement "If there are no objections, . . . stands approved (or denied)." If any council member has an objection then the item reverts to the standard motion procedure. This "unanimous consent" procedure cannot be used for items requiring formal votes, i.e. resolutions.

4. The standard motion procedure is changed to not require a second. A motion need only be made to be considered. This also applies to amendments.

5. To eliminate confusion, only one amendment will be considered at a time and that amendment must be germane to the motion. An amendment cannot itself be amended. If a change to an amendment is deemed appropriate, the amendment should be withdrawn and reintroduced accordingly.

6. The general mode of voting will be by acclamation but with enough clarity that the individual votes can be recorded in the minutes. If in doubt the secretary can request a clarification.

7. The meeting will be audio taped and the tape will be retained for 6 months following approval of the minutes for that meeting. The standard retention can be extended if in the judgement of the mayor, clerk-administrator, executive secretary or any councilmember such action is warranted. When possible, the meeting will also be video taped. The general retention of the video tape will be 2 months. The executive secretary will keep a log of retained audio and video tapes.

8. If the council action is the result of a resident request and that request is denied in whole or in part, reasons of fact supporting the denial will be made part of the public record.

9. No Council meeting will extend beyond 10:30 PM except by unanimous vote. This rule is not subject to the modification or suspension provisions of the Standing Rules.

Process - Public Hearings

Since a public hearing is a more formal procedure and often requires certain procedures and actions to be legal, the meeting rules are changed accordingly.

1. The primary aim of a public hearing is to take input from the public. To accomplish this in the most effective manor the chair will introduce the hearing with an explanation of the issues. This explanation will be given by the chair or a person designated by the chair. The use of explanatory visual aids is encouraged.

2. Following the explanation, input from the public will be taken. Prior to accepting input, though, the chair will state the areas where input will be appropriate, the maximum time to be allotted to any individual presenter and any other procedural rules deemed appropriate to guarantee that all concerned parties have a fair and adequate opportunity to be heard.

3. All individuals wishing to speak must fill out and submit an identification form and speak into a recording microphone. Individuals not wishing to speak in public may provide a written statement. The Council may take up to 15 minutes to review written statements presented at the meeting. If the Council decides to not act on the issue at the public hearing meeting, it may by majority vote extend the time where written input will be taken to a day no later than 1 week before the next meeting where a deciding vote is planned.

4. All speakers are expected to be business-like, to-the-point and courteous. Anyone not abiding by these rules will be considered out-of-order.

5. The Council will refrain from initiating a discussion during the public input phase of the hearing except to clarify points brought up. These 'point of information' requests should be held to a minimum.

6. Once the public testimony phase is complete the chair will announce the public hearing to be closed and the Council will revert back to its open discussion mode of operation. From this point on public input will only be appropriate when solicited by the Council.

7. Voting on any motion that results from a public hearing will be by roll call. To eliminate any roll-call bias, the order will be rotated each month and will be reflected in the 'call to order' roll of the agenda.

8. It shall be the intent of the Council to vote on the issue at the same meeting as the public hearing and as close in time to the public hearing as possible. Should it be necessary to defer voting until a later date, that procedure will be clearly explained to the audience.

9. No public hearing will extend beyond 10PM.

10. If the motion contains conditions, as may occur in conditional use or variance requests, those conditions will be conveyed in writing to the requestor.

11. If the public hearing is the result of a resident request and that request is denied in whole or in part, reasons of fact supporting the denial will be made part of the public record.

12. If the public hearing is to set an assessment rate, the assessment formula(s) under discussion cannot be altered. This implies that the Council has fully discussed any formulas prior to the hearing and that the appropriate legal, fiscal and engineering consultants have passed on formula(s) viability, legality and feasibility.

13. If the hearing is to set an assessment, it cannot be scheduled later than the first meeting in September. This is to allow time to correct any errors prior to the time needed to certify the rolls to the County.

ADOPTION/MODIFICATION/SUSPENSION

These rules with the exception of the mandatory 10:30 PM adjournment, can be adopted, modified or suspended in whole or in part by a 3/4 vote of the Council. If suspended, they are automatically reinstated at the next meeting. Should they be suspended or a situation occurs that is not covered by the standing rules; Sikkink's Seven Motion System (attached) will apply.

ANNUAL REVIEW

These rules will be reviewed annually at the first meeting in February.

INTERPRETATION

The chair will interpret the rules. However, the chair's interpretation can be appealed by any council member and can be overruled by a majority vote.

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CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: F-5

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: PROPOSED ORDINANCE O-91-1 AMENDING SECTION 2-3.02, SUBDIVISION 1, RELATING TO THE UNIFORM FIRE CODE

SUBMITTED BY: Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The present City Code cites the 1973 Uniform Fire Code; however the 1988 Fire Code is presently in use. It is necessary to amend the date at this time in order to consider Item F-6 on this Agenda (Public School Inspection Agreement).

The proposed change is shown as follows:

2-3.02 Uniform Fire Code

Subdivision 1. Uniform Fire Code. The Uniform Fire Code, ~~1973~~ 1988 Edition, as promulgated by the International Conference of Building Officials and the Western Fire Chiefs Association, prescribes regulations governing conditions hazardous to life and property from fire or explosion, and is the fire code for the City except for such portions as are modified or amended by Subdivision 5 herein.

ATTACHMENT:

1. Proposed Ordinance O-91-1

ACTION REQUESTED: Adoption of Ordinance O-91-1

CITY OF FALCON HEIGHTS

ORDINANCE

Date January 9, 1991

AN ORDINANCE AMENDING SECTION 2-3.02, SUBDIVISION 1 OF THE CITY CODE RELATING TO THE UNIFORM FIRE CODE

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS HEREBY ORDAINS:

Section 1. The City Code of the City of Falcon Heights, Section 2-3.02, Subdivision 1, is amended as follows:

Subdivision 1. Uniform Fire Code, 1988 Edition as promulgated by the International Conference of Building Officials and the Western Fire Chiefs Association, prescribes regulations governing conditions hazardous to life and property from fire or explosion, and is the fire code for the City except for such portions as are modified or amended by Subdivision 5 herein.

Section 2. This ordinance, adopted this 9th day of January, 1991, shall become effective following publication.

Moved by _____

Approved by _____

Mayor

January 9, 1991

Date

YEAS Nays

BALDWIN

CIERNIA

GEHRZ

WALLIN

JACOBS

_____ in Favor

_____ Against

Attested by _____

City Clerk

January 9, 1991

Date

Adopted by Council January 9, 1991

Information

Consent

Policy



CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: F-6

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: AUTHORIZATION TO SIGN PUBLIC SCHOOL INSPECTION AGREEMENT

SUBMITTED BY: Leo Lindig
Terry Iverson

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

In the past, the City Fire Marshal has been performing routine fire inspections at Falcon Heights Elementary School. Due to a new regulation, it is now necessary for the City to enter into an Inspection Agreement which will allow the continuation of these inspections.

We feel it is important to maintain our current school annual fire inspection program to promote consistent rapport with school staff. Locally, we provide annual fire inspections which historically is the acceptable standard. The new state law requires inspections once every three years for every public school facility. We wish to continue our annual inspection program in the interest of Falcon Heights public safety.

ATTACHMENTS:

- (a) Letter dated 12/5/90 from State Fire Marshal's Office
- (b) Proposed Contract

ACTION REQUESTED: Approval of the Contract and authorization to sign the same.

STATE FIRE MARSHAL DIVISION

285 BIGELOW BUILDING
450 NORTH SYNDICATE STREET
ST. PAUL, MINNESOTA 55104
TELEPHONE: (612) 643-3080

**STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY**

December 5, 1990

Terry Iverson
Fire Marshal
Falcon Heights Fire Department
2077 W. Larpentuer
Falcon Heights, MN 55113

Dear Terry Iverson,

Last month, you responded to our survey concerning the public school fire inspection program and indicated that your department was interested in continuing to inspect the schools within your jurisdiction. The purpose of this letter is to bring you up-to-date on the program and to request some information from you.

To date we have completed the following activities:

1. Sent out, received back, and compiled the results of the fire department survey.
2. Established a computerized database with names, addresses, and other important information on every public school building in the State of Minnesota. In addition, the database contains information concerning the fire department which serves the particular school.
3. Developed policies and procedures for State Fire Marshal Division personnel to follow for school inspections.
4. Commenced inspections of existing school buildings with the first priority being school districts which have schools built before 1910.

At this time we are working on the following projects:

1. Development of an inspection report form to be used by inspection personnel.
2. Development of a computer program to allow for data exchange with the Department of Education (in conjunction with item #1 above).
3. Distribution and collection of an inspection agreement with those jurisdictions who desire to continue their inspection of public schools.

AN EQUAL OPPORTUNITY EMPLOYER

Page 2
December 5, 1990

4. Development of a training class for those jurisdictions who enter into the inspection agreement. This training will probably be a one day session dealing specifically with school inspections. We hope to be able to deliver this training in January or February.

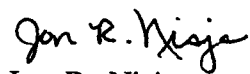
In order to continue along with the development of this program, we have enclosed an inspection agreement for you to have signed by the appropriate officials and returned to this office by **January 15, 1991**. To qualify for the inspection program, we need the following information:

1. Copies of any reports of inspections that your department has conducted in the public schools within the past three years. These can be sent either in hard copy (paper) format or by computer on any IBM formatted diskette in standard ASCII format (or in a program which will convert the data into ASCII format).
2. Copy of local ordinance which has adopted the 1988 MN Uniform Fire Code (MUFC).

Upon receipt of the above information and signed agreement, we will review the material and process the agreement. At that time we will set up a schedule for the training program.

Once again, thank you for your interest and prompt response. If you have any questions or need additional information, please feel free to contact me at (612) 643-3096.

Sincerely,


Jon R. Nisja
Supervisor - School Inspection Program

JRN:lme

**DEPARTMENT OF PUBLIC SAFETY
FIRE MARSHAL DIVISION
285 BIGELOW BUILDING
450 NORTH SYNDICATE STREET
ST. PAUL, MINNESOTA 55104**

PUBLIC SCHOOL INSPECTION AGREEMENT

This agreement is made by and between the State of Minnesota, Department of Public Safety - Fire Marshal Division (State) and City of Falcon Heights Fire Department for the City of Falcon Heights, Minnesota (Contractor) address 2077 West Larpenteur Avenue, Falcon Heights, Minnesota 55113.

WHEREAS, the State, pursuant to Minnesota Statutes: Act of April 27, 1990, Chapter 562, 1990 Minn. Laws 1633, is empowered to require that the state fire marshal develop a plan to inspect once every three years every public school facility used for educational purposes.

WHEREAS, the Fire Chief of the above named fire department, does hereby agree that a representative of the city fire department will conduct all public school fire inspections within their jurisdiction. To ensure uniformity of enforcement throughout the state, these inspections will be conducted in accordance with standards stated in this contract, and

WHEREAS, CONTRACTOR represents that it is duly qualified and willing to perform the services set forth herein,

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

1. All public school facilities used for educational purposes within jurisdiction will be inspected by contractor at least once every three (3) years. Inspections must begin during the 1990-1991 school year.
2. All public schools within contractor's jurisdiction will be inspected in accordance with the requirements of the Minnesota Uniform Fire Code (MUFC) and enforced in accordance with the policies of the State Fire Marshal.
3. State Fire Marshal division will provide the necessary training for city fire department personnel contacting to conduct these inspections.
4. Copies of inspection reports will be filed with the local school board and the State Fire Marshal and must be submitted to these authorities within seven days following inspection.
5. All variances to fire code orders must be approved by the State Fire Marshal.
6. Cancellation: This contract may be cancelled by the State, or Contractor at any time, with or without cause, upon written notice to the other party.
7. Term or Contract: This contract shall be effective on November 1, 1990, or upon such date as it is executed by the commissioner of Finance, whichever occurs later, and shall remain in effect until December 31, 1993, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.

8. State's Authorized Agent: The State's authorized agent for the purposes of administration of this contract is Allen Rupp, Assistant Division Director - State Fire Marshal Division. (Such agent shall have final authority for acceptance of Contractor's services and if such services are accepted as satisfactory).

9. Assignment. Contractor shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the State.

10. Liability. Contractor agrees to indemnify and save and hold the State, its agents and employees harmless from any and all claims or causes of action arising from the performance of this contract by Contractor or Contractor's agents or employees. This clause shall not be construed to bar any legal remedies Contractor may have for the State's failure to fulfill its obligations pursuant to this contract.

IN WITNESS WHERE OF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

CONTRACTOR:

ATTORNEY GENERAL:

By: _____

By: _____

Title: _____

Date: _____

Date: _____

COMMISSIONER OF ADMINISTRATION:

By: _____

By: _____

Title: _____

Date: _____

Date: _____

COMMISSIONER OF FINANCE:
(Enc. Ctr. Authorized Signature)

STATE AGENCY OR DEPARTMENT:
(Authorized Signature)

By: _____

By: _____

Date: _____

Title: _____

Date: _____

I certify that the signatures for the contractor have lawful authority, by virtue of the city by-laws or a city resolution, to bind the contractor to the terms of this contract agreement.

Date: _____

By: _____

Attorney for Contractor

INSTRUCTIONS FOR COMPLETING SCHOOL INSPECTION AGREEMENT

Attached you will find six (6) copies of the public school inspection agreement. Please follow these instructions for filling out the agreement.

1. Complete the contractor information in the first paragraph (department name, city name, and address). This should be typed or legibly printed in ink.
2. Have all six copies of the agreement signed (under CONTRACTOR) by two persons who are designated by the city to enter into agreements. Usually these persons would be the City Manager, City Administrator, Mayor or someone in similar administrative positions.
3. Have the city's attorney or other appropriate legal counsel sign at the bottom of the signature section.
- * 4. Send all six copies of the signed agreement to the following by **January 15, 1991**:

School Inspection Program
State Fire Marshal Division
285 Bigelow Building
400 N. Syndicate Street
St. Paul, MN 55104

5. After the agreement has been processed and signed by the appropriate state agency personnel, copies will be sent to you for your records.

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CITY OF
FALCON HEIGHTS

Meeting Date: Jan.9, '91

Agenda Item: F-7

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: COUNCIL ASSIGNMENTS

SUBMITTED BY: Tom Baldwin

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

See attached.

ACTION REQUESTED:

1991 COUNCIL ASSIGNMENTS

MAYOR BALDWIN

Administration
Legislative Contact Person for AMM
Public and University Relations
Engineer and Legal Liaison
Municipal Buildings and Grounds
Liaison to Legislature*
Weed Inspector**
Minnesota State Fair
*By State Statute
**Appointment made by Ramsey County Bd.

COUNCILMEMBER CIERNIA

Revenue Sources Committee, LMC
Acting Mayor
Data Processing
Liaison to Planning Commission
Alternate to Liaison to Legislature
Alternate to AMM
Liaison to NW Youth and Family Services

COUNCILMEMBER WALLIN

Second Acting Mayor
Representative to AMM
Representative to Cable Commission
Alternate to LMC

COUNCILMEMBER JACOBS

Liaison to Parks and Recreation Commission
Representative to LMC
Alternate to Metro Government
Alternate to NW Youth and Family Services
Alternate to RCLLG
Representative to Ramsey County Light Rail
Transit
RTB Local Official's Adv. Committee

COUNCILMEMBER GEHRZ

Liaison to Human Rights Commission
Liaison to Chamber of Commerce
Representative to RCLLG
Representative to MCAD
Representative to Roseville/F.H. Chamber

WIESSNER

Departmental Administration and Supervision
Administrative Assistance on all Assignments
Deputy to Mayor and all Mayor Assignments

Information

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CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: F-8

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: CONTRACT FOR RECYCLING SERVICES


SUBMITTED BY: Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Proposals from recycling providers are due by 4:30 P.M., January 4, 1991, and if all proceeds well, the Solid Waste Commission and staff may be prepared to make a recommendation. If further time is deemed necessary, the item could be deferred to the January 23rd meeting.

ACTION REQUESTED: Approve recycling contract with _____
_____ for February-December, 1991.



Information

Consent

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CITY OF
FALCON HEIGHTS

Meeting Date: Jan. 9, '91

Agenda Item: F-9

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: SCHEDULE CITY COUNCIL PLANNING SESSION

SUBMITTED BY: Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Options to discuss include the following:

1. Discuss content (ie. Update Strategic Plan, Team Building Activities, Discussion of Specific City Issues, etc.)
2. Choose date(s) and estimated duration (ie. 4 hours, 2 days, etc.)
3. Choose a location (ie. City Hall, Hilton, White Bear Inn, Summit Conference Center)
4. Whether to use a facilitator (ie. Jim Brimeyer, Don Salverda, Lyle Sumek, etc. Typical cost is \$800-\$1,500/day).

ACTION REQUESTED:

Jan Wiessner

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 Policy



CITY OF
FALCON HEIGHTS

Meeting Date: 1/9/91

Agenda Item: G-1

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: COMMISSION MINUTES

SUBMITTED BY: Park and Recreation Commission
Solid Waste Commission


REVIEWED BY: Carol Kriegler
Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

ATTACHMENTS:

- (a) Parks and Recreation Commission Minutes of November 15, 1990
- (b) Parks and Recreation Commission Minutes of December 10, 1990
- (c) Solid Waste Commission Minutes of December 6, 1990

ACTION REQUESTED:



MINUTES

PARKS AND RECREATION COMMISSION MEETING
DECEMBER 10, 1990, MONDAY 7:00 P.M.

Members Present: Connie Lasser, Jeff Johnson, Steven Schugel, Linda McLoon, Carol Huso, Jyneen Thatcher, Deborah Weiland, Lloyd Jacobson, Carol Kriegler, Parks Director, Sam Jacobs, Council Liason

1. Connie

We all thanked Connie for 6 years of service to the city on the Parks and Recreation Commission. Cake was had by all. She will be missed!

2. Grant for Idaho/Snelling

Carol K informed us that the grant to the Minnesota Department of Trade and Economic Development was funded. Carol K distributed copies of the grant proposal for examination. We all agreed it really was complete and looked good! Great job, Carol!! It would be best to get started right away, as funding starts early in 1991. Carol K asked Scott Midness from Barton/Aschman to submit a proposal for planning services for the park project. We have 3 years to spend the money. They sent us a bid for preparing the bid documents for construction and landscaping firms. Scott suggested we do everything at once to get the best prices. It would be nice to be ready to go as soon as weather permits to have the park be usable. A timeline was included in Scott's proposal, with 2 weeks for bids etc.

We need to have a public hearing for the grant money, but the original park planning meeting was enough to fulfill this requirement. Scott could present plan at a neighborhood meeting. Jan. 14 at 6:30 p.m. seemed like a good time. We can hold the public hearing any time, as we have ample information and drawings for discussion. Questions for Scott: why the late construction date? Isn't the schematic design already done? Why is there \$3,815 in the proposal for work that is already done? Construction document is the most important item. This is what we would really be paying Barton/Aschman for. Question: Since they did the construction document for the Community Park bldg, who was responsible for the "lumps in the bumps" in the sod? The responsibility for the where the humps go is the park planner; the contractor is responsible for any lumps in the humps. (HUH?)

We discussed when in the timeline we need to make a recommendation to the city council. Jyneen indicated that the timeline may have been based on the normal time for doing things in a city bureaucracy. Carol thought we would save money by using the same firm who did the park plan. We agreed to meet with Scott Midness on January 3, 1991 at 7 pm to discuss his proposal.

There was some discussion about using the same architect to do the warming house at Idaho/Snelling as at the Community Park. They previously did a schematic design (which was submitted with the grant proposal) for which we already paid \$400. There would also be continuity of building design, which would be good for the image of the parks in Falcon Heights. We discussed whether we want bathrooms (same problems as up at the Community Park) and the need to have lots of lights to make the area very visible and prevent teenagers using the park as a hangout at night.

3. Roseville Area Schools

The "Request for Architect" proposal for the Roseville Area schools was passed out. What is our role? We should make it clear that the city views the school and its playground important for recreation activities in the city. The Park Commission, at some later date, should write the district and indicate that the city is willing to work cooperatively at Falcon Heights Elementary School.

4. Ice Rinks

Carol K indicated that the city will start flooding this week to start saturating the ground. Carol said we still need rink attendants, who need to be at least 16. The yard hydrant at the community park is in and ready to go. We also decided we needed to pray for cold weather.

5. Pizza Party with Santa

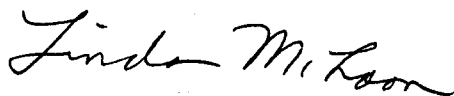
The pizza party is at 11:30 am, Sat. Dec. 13 at city hall. Carol passed out the flyer for the event. All-you-can-eat Domino's pizza will be served with milk and pop, which will cost about \$2 per person. Santa will be there for parents to take photos with their kids, and there will be an Open House in the firehouse. Santa will hand out gifts, maybe giant coloring books. Carol asked for set-up help. Linda, Deborah, Carol H. and Steve said they would come early and help.

6. Park Naming Contest

Linda brought up the idea of a Park Naming Contest for the "Hole". Carol K thought we could start with a Park Logo design contest to use on all Parks and Rec. activities and on the signage at each park site. We agreed this was a good idea, maybe set a deadline for Logo entries for Friday, February 8.

7. As there was no further business, the meeting was adjourned at 8:45 pm.

Respectfully submitted,



Linda McLoon, Secretary

MINUTES

PARKS AND RECREATION COMMISSION MEETING
NOVEMBER 15, 1990, THURSDAY 7:00 P.M.

Members Present: Connie Lasser, Jeff Johnson, Steven Schugel, Linda McLoon, Carol Kriegler, Parks Director, Sam Jacobs, Council Liason, Paul Ciernia, Vince

Members Absent: Carol Huso, Deborah Weiland, Lloyd Jacobson, Jyneen Thatcher

1. Ice Rinks

Paul Ciernia came to present his case for allowing hockey to remain on the Falcon Hts. school rink. He felt that it would be impossible to enforce a "no hockey" rule, and that only younger kids (5-7) were playing hockey anyway, who used the rink the short way, not its length. There was some discussion as to the real age of the kids playing hockey there (probably more like 9 and 10 year olds) and about complaints from parents who weren't able to use the rink for pleasure skating because of safety concerns about the hockey playing. There are no hockey boards, nor any plan to purchase these for the school.

After a lengthy discussion, it was agreed unanimously by the commission to try to set guidelines for rink usage and use the school newspaper, Falcon Hts. newsletter and distribution of flyers to neighbors that it was 1: important to be considerate on the ice, taking care if young children were there learning how to skate 2: using only 1/2 of the rink for hockey, particularly if others were pleasure skating. It is important to have an enforceable policy concerning rink usage and we agreed to give this a try. We agreed we would assess the actual age of the hockey players there this season and reassess the policy next year.

There will only be a hockey rink at the Community Park this year, due to the new sod. We unanimously agreed that it was important to serve everyone. We all agreed to have pleasure skating only from 4-5:30 Mon. thru Fri., and pleasure skating from 11-1 on Sat and 12-2 on Sun for this season. For Christmas vacation, Saturday hours will be maintained for free skating. These will all be clearly posted.

Ice maintenance and snow removal policies in Roseville are basically left to an individual, who decides, based on temperature and snow conditions, if the rinks are to be plowed on sat. so that people can skate on Sunday. They use seasonal help to clear the rinks of snow at \$5.50/hour. They set priority rinks, and only those have the snow removed on Sat. We decided that Carol should decide if snow removal should occur on Saturday based on her judgement. Vince was nervous about part-time help using the snow removal equipment. He agreed, at Sam's suggestion, that George and a second older part-time person would be trained to use the equipment for snow removal during weekdays.

2. Community Park Building

The security system is still not hooked up at the building. They are still correcting the landscaping problems. Vince painted the bad areas to identify where they need to correct problems. The contractor sodded the side of the building and the open triangle area. They are fixing holes, they fixed the locks and are working through the list.

3. Donation Requests and MDTED Grant

There was no further news on any of the requests or on the grant. Mary Jo McGuire sent the agency a letter in support of the project for Idaho and Snelling Park.

4. Fall Programs

Carol distributed the statistics on the fall programs. Most did very well and overall the programs covered all costs and made a little bit of money.

5. Programming Ideas

Carol asked if we wanted to go in with Roseville for a Breakfast with Santa. She felt if we did our own we should do a Pizza Party rather than breakfast. Kids like pizza and the food costs would be less. Then more money could be put into entertainment. We agreed there was a benefit in having less kids at an event like this. Carol will look into the Pizza Party with Santa arrangements, probably to be held between 11 and 1 p.m. She asked for suggestions of musical groups. Linda suggested the Sunshine Band. Carol said she would investigate costs. Carol asked for programming ideas. Linda suggested Gingerbread House building or cookie baking.

6. Lions Update

The Lions Club will use the area east and south of the hockey boards and use the boards as part of their containment. Sam and Carol looked at the lighting, and even if nothing else was done, the lighting for the hockey rink will illuminate their sales area nicely. Everyone was pleased that things had worked out so well. This way the Lions will not have to move out before X-mas.

7. As there was no further business, the meeting was adjourned at 8:40 p.m.

MINUTES
Solid Waste Commission Meeting
6 December 1990

The meeting was called to order at 7:10pm

COMMISSION MEMBERS PRESENT: Michael Haglund, John Hustad, Terry Iverson, Laura Kuettel, Nancy Misra, John Thompson, Lyle Wray and Shirley Chenoweth, Staff Representative.

COMMISSION MEMBERS NOT PRESENT: John Brynildson, and Marty McCleery.

APPROVAL OF AGENDA: The agenda was approved unanimously.

APPROVAL OF MINUTES: A motion was made by Mike Haglund, seconded by Laura Kuettel for approval of the October and November minutes.

The RFP for recycling services was available at the commission meeting. Collection contractors should be encouraged to offer additional services such as magazine pickup in their proposals.

The Ramsey County resolution providing exemption for the recycling portion of the Waste Management Charge was also available to commission members.

Shirley Chenoweth will send RFPs to licensed haulers in addition to those companies requesting them.

Shirley Chenoweth will have materials available at commission meetings delivered to members unable to attend.

Articles for the last 1990 newsletter are due on Friday, December 14. A portion of the newsletter monies remaining in the budget will be used to send out a survey to approximately 60 businesses operating in Falcon Heights. Marty McCleery will draft a cover letter. Below is a rough draft of the survey.

Falcon Heights
Solid Waste Commission
Questionnaire

Do you recycle any of the following? (please circle)

glass newspaper office/computer paper metals plastic
oil styrofoam other _____

Would you like assistance in setting up a recycling program?

yes no

If you recycle, who is your hauler? (optional)

Comments: _____

Name/Address/Telephone Number of Business:

The following agenda will be used at the December 12 workshop with the Solid Waste Commission and Council members:

Recycling Update - Progress on Goals and Participation
Ideas for Reduction of Paper Consumption and General Brainstorming
Commercial Recycling
Mandatory Recycling
Integrated and/or Organized Collection Options
Grants for Special Projects

The meeting was adjourned at 9:07pm.

Respectfully submitted,

Laura Kuettel, Secretary

CITY OF FALCON HEIGHTS

CITY COUNCIL WORKSHOP

JANUARY 3, 1991

Discussion Items:

- Projections, Budget Revision Plans