

***City of Falcon Heights***  
**Regular Meeting of the City Council**  
**City Hall**  
**2077 W. Larpenteur Avenue**

**March 11, 1998**  
**A G E N D A**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL:           GEHRZ \_\_\_ GIBSON TALBOT \_\_\_ HUSTAD \_\_\_  
                          JACOBS \_\_\_ KUETTEL \_\_\_ HOYT \_\_\_ ASLESON \_\_\_  
                          ATTORNEY \_\_\_ ENGINEER \_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: February 25, 1998 (Tab #1)
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. Disbursements (Tab #2)
    - a. General disbursements through March 5, 1998, \$128,072.34
    - b. Payroll, 2/15/98 to 2/28/98, \$10,354.80
  - 2. Licenses (Tab #3)
  - 3. Request for authorization to hire a streetsweeper for the city's spring and fall streetsweeping (Tab #4)
  - 4. Authorization to proceed with the purchase of a 1998 1 ton Chevrolet four wheel drive truck (Tab #5)
  - 5. Authorization to adjust mileage reimbursement rate (Tab #6)
  - 6. Donation to the Retired Senior Volunteer Program (RSVP) (Tab #7)
- G. POLICY AGENDA:
  - 1. Consideration of police costs for 1999 and 2000 (Tab #8)
  - 2. Discussion on the organization of the Central Ramsey watershed (Tab #9)
  - 3. Discussion of city events and planning for the 50th birthday party (Tab #10)
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

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**DRAFT**

**CITY OF FALCON HEIGHTS  
REGULAR CITY COUNCIL MEETING  
MINUTES OF FEBRUARY 25, 1998**

Mayor Gehrz convened the meeting at 7:04 p.m.

**PRESENT**

Gehrz, Hustad, Kuettel, and Jacobs. Also present was Hoyt and Asleson.

**ABSENT**

Gibson Talbot (arrived later.)

**COMMUNITY FORUM**

There was no one wishing to take advantage of the community forum.

**MINUTES OF FEBRUARY 11, 1998**

Minutes were approved by unanimous consent.

Councilmember Gibson Talbot arrived at 7:05 p.m.

**CONSENT AGENDA APPROVED**

Councilmember Kuettel moved to approve the following consent agenda. The motion passed unanimously.

1. Disbursements
2. Licenses
3. Approval of agreement for use of fire training facilities
4. Authorization for the purchase of cable television equipment

**POLICY AGENDA**

**DISCUSSION ON THE GOVERNANCE OF THE CENTRAL RAMSEY WATERSHED**

Administrator Hoyt reported that the Minnesota Board of Water and Soil Resources (BWSR) had received a petition requesting that the Central Ramsey watershed be formed into a watershed district. If BWSR approves the petition, it would eliminate the Central Ramsey Watershed Management Organization (WMO), a joint powers entity of municipalities, that is currently managing the watershed.

Steve Woods, the consulting engineer who staffs the Central Ramsey WMO, explained that the Central Ramsey WMO had operated with the understanding that most municipalities would take care of water issues within their municipalities. Therefore, the Central Ramsey WMO was fairly inactive over the years. Recently, the WMO was dealing with issues like the management of the Troutbrook stormwater interceptor and water quality in Lake Como and McCarrons Lake.

Matt Moore, representing BWSR, stated that the petition requesting the BWSR form a watershed district for Central Ramsey required prompt action by the agency. A public hearing is scheduled for April 6, 1998. He said that if BWSR determines that a watershed district is the best water quality management tool for the Central Ramsey watershed, BWSR would consider four options: 1) making Central Ramsey a stand alone watershed district, 2) making Central Ramsey and Southwest Ramsey a combined watershed district, 3) adding the Central Ramsey watershed to the existing Ramsey Washington Watershed District, or 4) adding Central Ramsey and Southwest Ramsey to the Ramsey Washington Watershed District.

Susan Schmidt, a citizen member of the Central Ramsey WMO and a member of the District 10 Environmental Committee, explained that the goal of the petition to BWSR was to address water quality issues, especially those affecting Lake Como. She said that after research, the committee believed that a watershed district provided the best opportunity to do this.

Tom Peterson, staff to the Ramsey County Board of Soil and Water Conservation said that a watershed district probably made the most sense to handle water management issues for this area. He said that it would be important to pay attention to whether or not the best way to handle these water issues was combining with Ramsey Washington, which has more development issues than the fully developed Central and Southwest Ramsey watersheds.

Robert Vogel, elected supervisor to the Ramsey County Board of Soil and Water Conservation, stated that the Board favors the combination of Central Ramsey and Southwest Ramsey into the "Capital Region Watershed District". Mr. Vogel offered his office's assistance for administrative and technical assistance to the new entity.

The council discussed the most cost efficient and representative way to provide water quality to the Central Ramsey and Southwest Ramsey watersheds. County Commissioner Janice Rettman said that having direct access to the appointed managers on the watershed district was important to citizens in these areas, especially because they will be taxes for maintaining water quality.

**APPROVAL OF RESOLUTION 98-05, DETERMINING COST TO BE ASSESSED AND  
ORDERING PREPARATION OF THE ASSESSMENT ROLL FOR THE 1998  
LARPENTEUR AVENUE STREET IMPROVEMENTS**

A motion was made by Councilmember Jacobs to approve Resolution 98-05, determining cost to be assessed and ordering preparation of the assessment roll for the 1998 Larpenteur Avenue street improvements. The motion passed unanimously.



**APPROVAL OF RESOLUTION 98-06, CALLING FOR HEARING ON THE PROPOSED  
ASSESSMENTS FOR THE 1998 LARPEN TEUR AVENUE STREET IMPROVEMENT**

A motion was made by Councilmember Hustad to approve Resolution 98-06, calling for hearing on the proposed assessments for the 1998 Larpenteur Avenue street improvement. The motion passed unanimously.

**ADJOURNMENT**

The meeting adjourned at 8:22 p.m.

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Susan L. Gehrz, Mayor

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Carla Asleson  
Recording Secretary

CONSENT

Meeting Date: March 11, 1998

Item: 1

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

- a. General disbursements through March 5, 1998, \$128,072.34
- b. Payroll, 2/15/98 to 2/28/98, \$10,354.80

ACTION REQUESTED: Approval

a.

APPROVAL OF BILLS  
PERIOD ENDING: 03-05-98

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	FIRST TRUST NATL. ASSOC.	ANNUAL ADMINISTRATIVEFEE	-----	125.00
	CITY OF ROSEVILLE	JAN/FEB AFTER SCHOOL HRS	-----	1,116.00
	*** TOTAL	FOR DEPT 00		1,241.00
	LEAGUE OF MN CITIES	OPEN MEETING LAW INS	LEGISLAT	500.00
	SUBURBAN CAREER INVEST FN	2 STUDENTS, EDUC BANQUET	LEGISLAT	34.00
	*** TOTAL	FOR DEPT 11		534.00
	AMERICAN OFFICE PRODUCTS	COPY PAPER/TAPE	ADMINIST	372.27
	KEHOE OFFICE FURNISHINGS	2 BOXES FOLDERS	ADMINIST	108.81
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	ADMINIST	18,777.00
35954	MN DEPARTMENT OF REVENUE	2/28 STATE WITHHOLDINGS	ADMINIST	636.00
	MN SAFETY COUNCIL	98 MEMBERSHIP DUES	ADMINIST	175.00
	OFFICE MAX CREDIT PLAN	LABELS	ADMINIST	55.36
35955	PERA	2/29 PERA WITHHOLDINGS	ADMINIST	1,282.15
	PERA LIFE	3/98 PHILLIPS	ADMINIST	12.00
	RAMSEY COUNTY	3/98 INSURANCE	ADMINIST	3,094.78
	TAFF, SUSAN HOYT	3/98 CAR ALLOWANCE	ADMINIST	200.00
	*** TOTAL	FOR DEPT 12		24,713.37
	KERN, DEWENTER, VIERE LTD	INTERIM BILLING AUDIT	97 FINANCE	4,500.00
	*** TOTAL	FOR DEPT 13		4,500.00
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	COMMUNIC	280.00
	LINDERS GREENHOUSES	HAY FOR DEAD WTR EVENT	COMMUNIC	25.63
	*** TOTAL	FOR DEPT 16		305.63
35953	HOISINGTON KOEGLER GROUP	PROJ 97-38 ZONING	PLANNING	75.00
	*** TOTAL	FOR DEPT 17		75.00
	NSP	ELECT TO 2/19	EMERGENC	6.28
	*** TOTAL	FOR DEPT 21		6.28
	ST. ANTHONY VILLAGE	3/98 POLICE SVCS	POLICE	28,028.33
	*** TOTAL	FOR DEPT 22		28,028.33
	AMERICAN LINEN SUPPLY CO.	LINEN CLEANING	FIRE FIG	39.35
	COLONIAL INSURANCE	2/98 BAUMAN	FIRE FIG	29.65
	EMERGENCY APPARATUS MAINT	REPLACE PANEL SWITCH	FIRE FIG	96.05
	FIRE RESCUE MAGAZINE	MAGAZINE SUBSCRIPTION	FIRE FIG	24.95
	HENNEPIN TECH. COLLEGE	HOY/ERICKSON FFII SCHOOL	FIRE FIG	191.00
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	FIRE FIG	3,613.00
	LEAGUE OF MN CITIES	HUTCHINSON W.C. MED EXP	FIRE FIG	95.79
	OXYGEN SERVICE COMPANY	OXYGEN	FIRE FIG	49.50
	PERA LIFE	3/98 BAUMAN	FIRE FIG	12.00
	SUBURBAN HARDWARE	PAINT/BRUSHES	FIRE FIG	17.33
	SPEEDWAY SUPERAMERICA LLC	FUEL	FIRE FIG	37.00
	*** TOTAL	FOR DEPT 24		4,205.62
	COLONIAL INSURANCE	2/98 IVERSON	FIRE PRE	36.45
	CY'S UNIFORMS	SHORT SLEEVE SHIRT/PATCH	FIRE PRE	32.15
	CY'S UNIFORMS	LONG SLEEVE SHIRT/PATCH	FIRE PRE	34.70
	IVERSON, TERRY	REIMBURSEMENT MILEAGE	FIRE PRE	58.84

APPROVAL OF BILLS  
 PERIOD ENDING: 03-05-98

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	IVERSON, TERRY	GAVEL MEETING	FIRE PRE	5.79
	PERA LIFE	3/98 IVERSON	FIRE PRE	12.00
	*** TOTAL	FOR DEPT 25		179.93
	AT&T WIRELESS SERVICES	PAGER-PUBLIC WORKS	CITY HAL	15.67
	BOARD OF WATER COMMISSNRS	WATER 2/25	CITY HAL	32.66
	BOARD OF WATER COMMISSNRS	SS 2/25	CITY HAL	20.28
	FRANKLIN COVEY	DAILY PLANNER	CITY HAL	20.87
	REGIONAL MUTUAL AID ASSOC	1998 DUES	CITY HAL	10.00
	GLENWOOD INGLEWOOD	3/98 COOLER RENTAL	CITY HAL	12.60
	KNOX LUMBER CO.	1X2X36 BDL/50 GRADE STAK	CITY HAL	29.40
	KNOX LUMBER CO.	FURRING STRIP/ANT BAIT	CITY HAL	29.91
	MCI	TELEPHONE CHRGS	CITY HAL	40.79
	M-75 BUILDING MAINTENANCE	2/98 CLEANING SVCS	CITY HAL	206.88
	SUBURBAN HARDWARE	BATTERIES/DOOR STOP/FAST	CITY HAL	52.19
	J.O. THOMPSON INC.	PAINT/SUNDRIES	CITY HAL	31.99
	MINNESOTA SOCIETY OF	98 MEMBERSHIP RENEWAL	CITY HAL	20.00
	*** TOTAL	FOR DEPT 31		523.24
	GOPHER SIGN COMPANY	STREET NAME SIGNS	STREETS	220.58
	KNOX LUMBER CO.	FURRING STRIP/ANT BAIT	STREETS	16.40
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	STREETS	957.00
	RAMSEY COUNTY	1/98 SNOWPLOWS/SAND	STREETS	7,269.53
	SEALMASTER/ST PAUL	POTHOLE PATCH	STREETS	51.04
	SPEEDWAY SUPERAMERICA LLC	FUEL	STREETS	163.92
	*** TOTAL	FOR DEPT 32		8,678.47
	BOARD OF WATER COMMISSNRS	WATER 2/25	PARK & R	88.47
	BOARD OF WATER COMMISSNRS	SS 2.25	PARK & R	51.71
	BOARD OF WATER COMMISSNRS	WATER 2/25	PARK & R	5.21
	BOARD OF WATER COMMISSNRS	SS 2/25	PARK & R	11.66
	KNOX LUMBER CO.	CEDAR WOOD /BOLTS	PARK & R	54.09
	KNOX LUMBER CO.	CEDAR WOOD	PARK & R	47.08
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	PARK & R	1,243.00
	SUBURBAN HARDWARE	WAS/CLEANER/ARMOURALL	PARK & R	21.91
	USWEST COMMUNICATIONS	TELE 2/22	PARK & R	65.12
	*** TOTAL	FOR DEPT 41		1,588.25
	E-Z RECYCLING, INC.	2/98 RECYLING	SOLID WA	2,501.86
	*** TOTAL	FOR DEPT 56		2,501.86
	TED BECCHETTI	COUNTER TOPS CITY HALL	GENERAL	1,250.00
	MUSKA ELECTRIC CO.	NEW ELECTRICAL CIRCUITS	GENERAL	1,535.00
	MUSKA ELECTRIC CO.	ELECT CIRCUIT TO VAULT	GENERAL	130.30
	MUSKA ELECTRIC CO.	BATTERY LIGHT BASEMENT	GENERAL	92.82
	*** TOTAL	FOR DEPT 63		3,008.12
	ST. ANTHONY VILLAGE	AUTOMATIC DEFIBILLATOR	FIRE & R	2,936.25
	*** TOTAL	FOR DEPT 64		2,936.25
	BRAUN PUMP & CONTROLS	REPAIR MOTOR PUMP STATIO	SANITARY	1,536.66
35952	BOARD OF WATER COMMISSNRS	FOLEY PYMT TO ST PAULWTR	SANITARY	59.18
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	SANITARY	638.00

APPROVAL OF BILLS  
 PERIOD ENDING: 03-05-98

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	METROPOLITAN COUNCIL	3/98 SS CHARGES	SANITARY	35,483.83
	NSP	ELECT TO 2-9	SANITARY	12.73
	*** TOTAL FOR DEPT 75			37,730.40
	EMERGENCY APPARATUS MAINT	REBUILT AIR PUMP	RESCUE S	236.83
	LEAGUE OF MN CITIES	1998 INSURANCE COVERAGE	RESCUE S	1,383.00
	JUSTIN NOVAK	EMS CONFERENCE DULUTH	RESCUE S	439.83
	SPEEDWAY SUPERAMERICA LLC	FUEL	RESCUE S	23.70
	*** TOTAL FOR DEPT 76			2,083.36
	ONE HOUR ROSEVILLE PHOTO	PHOTO DEVELOPING	LARPENTE	6.10
	*** TOTAL FOR DEPT 82			6.10
	TOWER ASPHALT INC	BAL FINAL PYMT # 2	LINDIG S	4,000.00
	*** TOTAL FOR DEPT 83			4,000.00
	BERNARDY, CONNIE LANNERS	PROF SVCS 3/1 TO 3/15	MCAD	1,227.13
	*** TOTAL FOR DEPT 84			1,227.13
	*** TOTAL FOR BANK 01			128,072.34
	*** GRAND TOTAL ***			128,072.34

C H E C K R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	2 26 98	6 SUSAN GEHRZ	28415	285.81
COM	2 26 98	8 SAM JACOBS	28416	277.05
COM	2 26 98	10 JAN GIBSON TALBOT	28417	200.00
COM	2 26 98	11 JOHN HUSTAD	28418	277.05
COM	2 26 98	12 LAURA A. KUETTEL	28419	277.05
COM	2 26 98	34 CLEMENT KURHAJETZ	28420	275.33
COM	2 26 98	40 KEVIN ANDERSON	28421	72.95
COM	2 26 98	42 MICHAEL D. CLARKIN	28422	124.67
COM	2 26 98	47 NATHANIEL HEROLD	28423	46.17
COM	2 26 98	60 TERRY D. IVERSON	28424	29.56
COM	2 26 98	63 RACHELLE L. MARVIN	28425	59.31
COM	2 26 98	66 ALFRED HERNANDEZ	28426	46.17
COM	2 26 98	1002 SUSAN HOYT TAFF	28428	1325.18
COM	2 26 98	1003 TERRY IVERSON	28429	1052.94
COM	2 26 98	1005 CAROL KRIEGLER	28430	629.47
COM	2 26 98	1007 PATRICIA PHILLIPS	28431	830.30
COM	2 26 98	1010 CARLA ASLESON	28432	1025.65
COM	2 26 98	1013 WILLIAM MAERTZ	28433	999.87
COM	2 26 98	1033 DAVE TRETSEVEN	28434	752.86
COM	2 26 98	1088 DONALD R. MEISSNER	28435	385.38
COM	2 26 98	1107 RICHARD P. TALBOT III	28436	99.73
COM	2 26 98	1118 SHAWN M. STRONG	28437	45.20
COM	2 26 98	1136 ROLAND O. OLSON	28438	834.06
COM	2 26 98	1142 ANTHONY ANDERSON	28439	22.16
COM	2 26 98	1143 COLIN B. CALLAHAN	28440	38.79
COM	2 26 98	1144 DANIEL T. QUINN	28441	26.32
COM	2 26 98	1145 JOHN F WAMBACH	28442	60.95

COMPUTER CHECKS 10099.98  
MANUAL CHECKS .00  
NOTICES OF DEPOSIT .00

\*\*\*\*TOTALS\*\*\*\* 10099.98

PERIOD END DATE 03/02/98  
SYSTEM DATE 03/02/98

\*\*FILE NOT UPDATED\*\*

PAGE 1

C H E C K R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	3 02 98	1138 TERRY LAGERQUIST	28445	94.54
COM	3 02 98	1146 JOHN W WAHLSTROM	28446	160.28

COMPUTER CHECKS	254.82
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

\*\*\*\*TOTALS\*\*\*\* 254.82



CONSENT

Meeting Date: March 11, 1998

Item: 2

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Carla Asleson, AA/Planner

EXPLANATION/SUMMARY:

**BUSINESS**

Champion Auto Store #238	#3674
Karate Junction	#3675
Market America	#3676
Federal Foam Technologies, Inc.	#3677

**MECHANICAL CONTRACTOR**

Blaine Heating, Air Conditioning & Electric, Inc.	#3678
Master Gas Fitters Inc.	#3679

ACTION REQUESTED: Approval

CONSENT  
Meeting Date: 3/11/98  
Item: 3

ITEM DESCRIPTION: Request for authorization to hire a streetsweeper for the city's spring and fall streetsweeping

SUBMITTED BY: Carol Kriegler, Director of Parks, Recreation and Public Facilities

EXPLANATION/SUMMARY: The city has traditionally conducted bi-annual sweeping in an effort to reduce the sand and grit that accumulates on the streets and to keep it outside of people's homes and away from the stormsewers.

Staff requested proposals from five contractors for the '98 spring and fall sweeping of the city's residential streets, alleys, and parking lots; and the hauling of materials to the appropriate disposal site. Four proposals were received. All firms were asked to provide municipal/public references as well as identify the number and model year of sweepers to be used on the project.

The city budgeted \$15,000 for its 1998 streetsweeping costs. Following are the proposals received.

- Astech Corp. \$9,400.00
- Kieger Enterprises, Inc. 11,500.00
- Mike McPhillips Inc. 13,300.00
- Allied Blacktop 20,000.00

Based on cost and a positive reference check, staff recommends acceptance of the Astech proposal.

ACTION REQUESTED: Authorization to contract with Astech Corp. for the city's 1998 streetsweeping.

CONSENT  
Date: 3/11/98  
Item: 4

ITEM: Authorization to proceed with the purchase of a 1998 1 ton Chevrolet four wheel drive truck.

SUBMITTED BY: Carol Kriegler, Director of Parks, Recreation and Public Facilities  
Bill Maertz, Superintendent of Parks and Public Works

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION / DESCRIPTION:

The City's 1998 budget includes \$30,000 for the replacement of the Parks / Public Work's Ford F-350 1 ton truck. Purchased in 1988, the truck has reached it's anticipated useful life of 10 years and is in declining condition. The leaf springs are close to the failure point, the engine is burning excessive oil, all six tires need replacement, and the gas mileage is very poor.

Purchasing a truck and associated equipment through the state bid program offers the City the best possible price as well as satisfying the legal purchasing requirements. Following is an outline of the suggested options for a **1998 Chevrolet 4WD Cab and Chassis** from Erickson Chev-Pontiac and the total cost:

- 5.7L gas engine
- HD automatic w/overdrive
- 4.56 axle ratio
- locking differential
- LT 225/75 R 16D on off road tires
- Cloth seat
- Stainless steel senior west coast mirrors
- Snow plow prep package
- Rear stabilizer shaft
- Standard paint color (silver)

Truck price: \$21,177.00 plus tax, title and license fees

Purchase and installation of the truck bed, crane, snow plow mounting package, and miscellaneous equipment through Crysteel Truck Equipment, also through the state bid program, is at cost of \$10,082.31 for a **truck and equipment package price of \$31,259.31 plus tax, title and license fees.**

It is anticipated that the trade value on the 1988 Ford F-350 will be about \$5,000.

Meets goal 4. To provide a responsive and effective city government.

Strategy 5. Strive to provide citizens with more efficient and convenient city services.

Strategy 7. Effectively manage the city's financial resources.

**ACTION REQUESTED:**

Authorization to proceed with the purchase of a 1998 Chevrolet cab and chassis from Erickson Chev-Pontiac and truck equipment from Crysteel Truck Equipment at a total package price of \$31,259.31 plus tax, title and license fees.

CONSENT

Meeting Date: March 11, 1998

Item: 5

ITEM DESCRIPTION: Authorization to adjust mileage reimbursement rate

SUBMITTED BY: Carla Asleson, Administrative Assistant/Planner

EXPLANATION/SUMMARY:

City employees, councilmembers and volunteers are occasionally required to use their personal vehicle to conduct city business. Past policy has been to reimburse these individuals at the Internal Revenue Service's maximum allowance mileage reimbursement rate. The I.R.S. has raised this maximum to 32.5 cents per mile for 1998.

This reimbursement is intended to cover not only the gasoline used in the personal vehicle, but also a portion of maintenance costs and depreciation associated with using the vehicle for business use.

ACTION REQUESTED: Increase mileage reimbursement rate to 32.5 cents per mile.

CONSENT

Meeting Date: March 11, 1998

Item: 6

ITEM DESCRIPTION: Donation to the Retired Senior Volunteer Program (RSVP)

SUBMITTED BY: Carla Asleson, Administrative Assistant/Planner

EXPLANATION/SUMMARY:

For a number of years, the city has made an annual donation to the Retired Senior Volunteer Program (RSVP). As its name suggests, the program coordinates the recruitment, placement, and administration of senior citizen volunteers throughout the area. A contribution to this program is in accordance with the city's donation policy.

The City of Falcon Heights has two RSVP volunteers that donate their time on a regular basis. These are Bernice Lindemann, who provides clerical assistance, and Bernie Broderick, who provides driver/delivery-type services.

The RSVP organization provides volunteers with mileage reimbursement to their volunteer work site and with supplemental accident insurance. The organization also provides free recruitment and referral services to organizations needing volunteers.

The requested donation amount is \$100.00, the same amount given in 1997.

ACTION REQUESTED: Authorize a \$100.00 donation to the Retired Senior Volunteer Program

ITEM: Consideration of police costs for 1999 and 2000

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to consider the costs for contracting for police services from the city of St. Anthony for \$381,507 for 1999 and \$396,767 for 2000. If adopted this will be a 5% increase for 1999 and a 4% increase for 2000. The increased costs are due to increases in personnel compensation, health insurance and automotive supplies. The current contract amount is \$363,340. Policing costs comprise 31% of the city's general operating budget.

Meets goal #1. To protect the public health and safety.

Strategy #1. Providing public safety services to citizens.

Action item: Provide a responsive, visible, community police service.

Background.

- The city has an on-going contract with the city of St. Anthony for police service. The contract requires that the cities negotiate the costs for the service every two years.
- The contract price is based upon the time and material costs of providing Falcon Heights with a 24 hour designated officer, back-up assistance, investigations, dispatch and other related items. This guarantees Falcon Heights that it is not paying for police services generated by the city of St. Anthony or Lauderdale, which also contracts for this service.
- The proposed increase of 5% and 4% respectively reflect actual cost increases for personnel and automotive supplies.

ACTION REQUESTED:

Discussion on police services with Chief Dick Engstrom.

Recommend adopting the proposed police cost increases for 1999 and 2000.



ITEM: Discussion on the organization of the Central Ramsey watershed

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to direct the administrator on preparing written comments for the Minnesota Board of Water and Soil Resources (BWSR) public hearing on the proposed Central Ramsey watershed district. The hearing will be held on April 6. The council may wish to:

- 1) Submit no comments.
- 2) Recommend no change from the current water management organization (WMO) governing the Central Ramsey watershed.
- 3) Recommend that a watershed district be created, possibly including the Southwest Ramsey watershed district.
- 4) If a watershed district is recommended, comment on some principle or specific options for the organization of this district either as an independent watershed district or as a combined district with the Ramsey Washington Watershed District.

Meets overall goal: To promote a community that is a good place to work, live and visit.

Underlying goal: to work cooperatively with neighboring communities to resolve issues.

Background.

- At the February 25, 1998 council meeting, several people representing a variety of organizations provided the council with information on the history of the Central Ramsey WMO and the petition filed to BWSR requesting that Central Ramsey become a watershed district rather than remain a WMO. (attachment 2)
- WMO's (current structure) and watershed districts both have tax levy authority to pay for the costs of planning, building and maintaining water quality in a watershed.

- WMO's are organized through a joint powers agreement; watershed district's are managed by a Board of Managers appointed by the county board (or county boards if covering more than one county).
- Falcon Heights is located in four watersheds, the Rice Creek watershed is a watershed district; the other three, the Middle Mississippi, Southwest Ramsey and Central Ramsey are currently WMO's.
- If the Central Ramsey watershed is organized into a watershed district, it may make sense for Southwest Ramsey to be part of it since they are very similar and would address water issues in most of Falcon Heights. This would leave only a very small portion of Falcon Heights outside of a watershed district and still organized by a WMO. The WMO, Middle Mississippi, is actively working on a water management plan at this time.
- Under any scenario of governance for the Central Ramsey watershed, Falcon Heights will be required to pay for its share of costs for the Troutbrook interceptor because it uses this interceptor to drain the eastern section of the city. The last cost figures for Falcon Heights was an annual purchase price of \$2,343 at 4% over 30 years with \$16,000 in a one-time major maintenance project. Since that discussion, some major maintenance was done by the Metro Council and the purchase price is in the process of being negotiated. These costs would come out of the city's general stormwater fund if they are not financed directly through a watershed.



- Two scenarios for organizing a future watershed are emerging. Neither model creates a totally new, independent entity:

Comparative points	Central Ramsey/Southwest District	Expanded Ramsey/Washington District
Geographic area	some Ramsey County cities	some Ramsey County and some Washington County cities
Characteristics	Fully developed; urban; 'ultra urban' in some areas	Developed; developing
Governance	5 to 7 managers appointed by Ramsey County Board	7 managers appointed by Ramsey and Washington County Boards (mix of 7 not known at this time)
Administration	Offices of Ramsey County Board of Soil and Water Conservation with assistance from public works; would need part time or full time water resource expertise on staff; focus will be on a portion of Ramsey County	Established watershed district staff in place; dealt with a variety of difficult issues in past; manages the Bellline stormsewer interceptor; focus will be on portions of Ramsey and Washington Counties for water quality; any requirements for additional staff from expanding not known
<i>Estimated</i> Market value for tax base purposes (very rough; being confirmed)	\$ 6 billion	\$ 1 billion
1998 annual budget operating capital	not in existence	\$ 2, 478,000 800,000 1,648,000
Current ad valorem tax levy	not in existence	\$2,478,000
Current special levy based upon property benefit	not in existence	none to date; up to now the Board of Managers finds it most efficient to do ad valorem levy to all property owners
Future costs for Central Ramsey/Southwest Ramsey	Staff for water plan (% of time unknown)  Troutbrook, other projects as plan emerges	additional staff not known  Troutbrook, other projects as plan emerges
Miscellaneous	Ramsey County Board is considering this concept; no action on it to date	BWSR is probably most comfortable with an established watershed district with a respected track record in managing these issues.  Most of Maplewood is in the Ramsey Washington watershed district so Maplewood staff has expressed comfort with this concept.

From the information gathered to date, it appears likely that BWSR will look favorably upon organizing the Central Ramsey watershed into some type of watershed district. However, this is not a final conclusion.

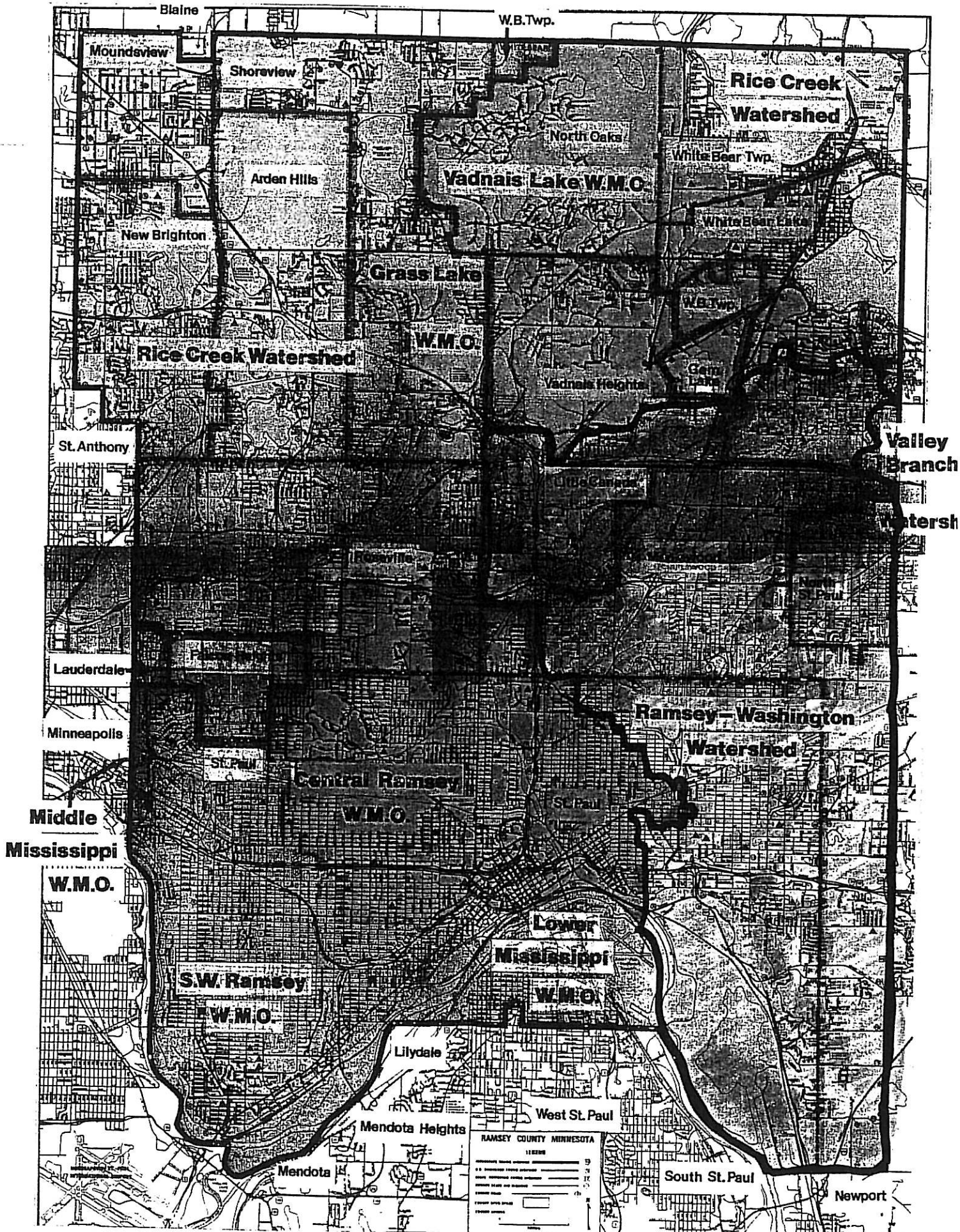
If BWSR approves organizing the Central Ramsey into a watershed district, it can combine it with Ramsey Washington or make it independent. BWSR cannot direct any watershed district on how it will levy for its costs or on other specific organizational matters. It appears that BWSR will appoint the first 5 managers if Central Ramsey starts as an independent watershed or the first 2 managers if Central Ramsey joins Ramsey Washington watershed district. Following the first year, the county boards are authorized to appoint managers to the watershed boards.

**ATTACHMENTS:**

- 1 Map of watersheds in Ramsey County
- 2 Map of watersheds in metro area
- 3 Staff report from February 25, 1998

**ACTION REQUESTED:**

Discuss the Central Ramsey watershed organization.  
Direct staff on how to proceed. (If the council wishes to submit comments to BWSR prior to the April 6 hearing, the intent of the comments should be prepared at this meeting or at the meeting on March 25.)



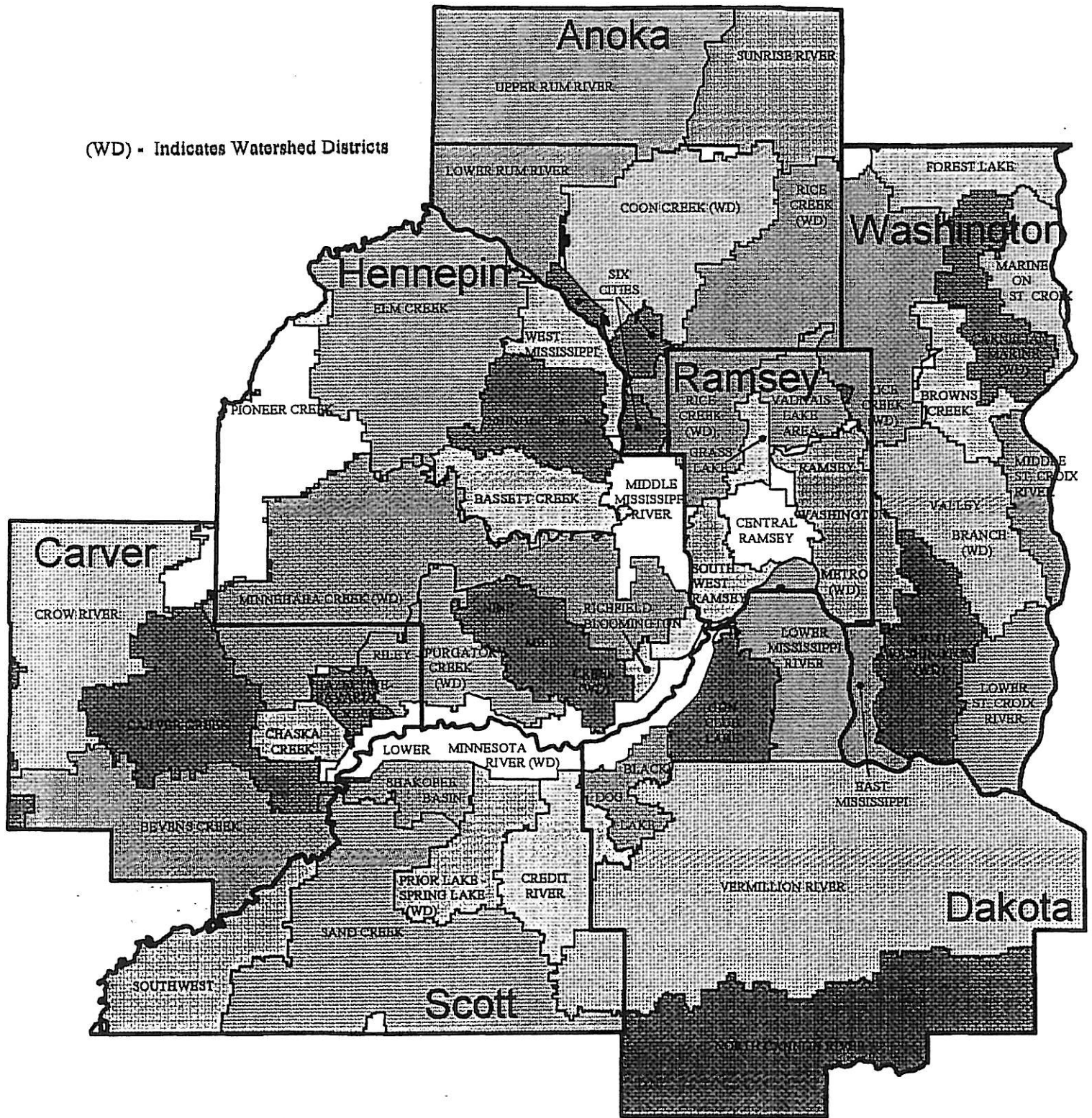




METRO REGION  
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St. Paul, MN 55107  
612.282.9969  
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# Watershed Districts & Watershed Management Organizations in the Twin Cities Metropolitan Area 27197

(WD) - Indicates Watershed Districts



\* These boundaries are being updated, they are to be used for reference only

ITEM: Discussion on the governance of the Central Ramsey Watershed

SUBMITTED BY: Susan Hoyt, City Administrator

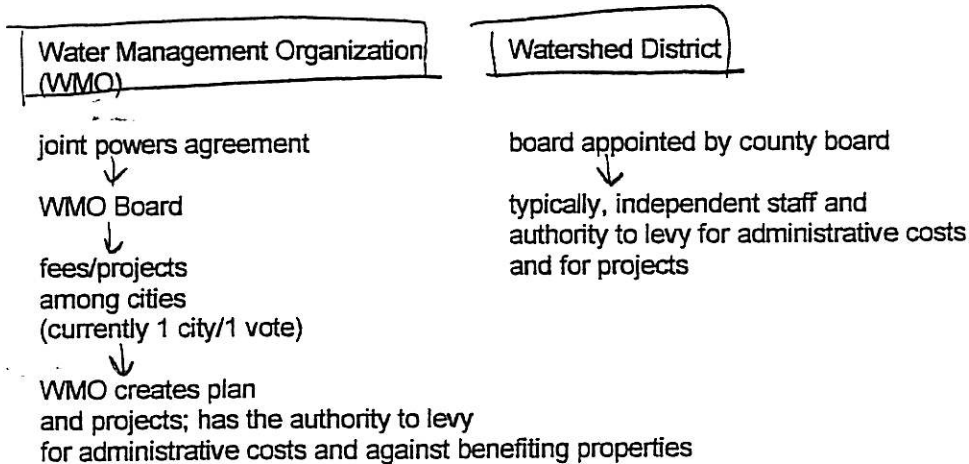
EXPLANATION/DESCRIPTION:

Action requested. The council is being updated on the governance discussion regarding the Central Ramsey watershed. The watershed is currently organized as a water management organization (WMO) under a joint powers agreement with a board appointed by the four cities located in the watershed (St. Paul 78%, Roseville 15%, Maplewood 5% and Falcon Heights almost 3%). A petition to restructure the watershed into a watershed district, which has a board of directors appointed by the county board, has been submitted to the Board of Soil and Water Conservation (BWSR) from the St. Paul District 10 Community Council. Both a WMO and a watershed have taxing authority under state statute. A public hearing on the application will be held on April 6, 1998. Representatives from the WMO, BWSR, the District 10 Environmental Committee, Ramsey Board of Soil and Water Conservation and Ramsey County will be available to discuss this topic with the city council. A letter from a former Ramsey County Board of Soil and Water Conservation commissioner and Falcon Heights resident, Bill Downing, who was unable to attend, provides additional information.

Overall goal. To promote a community that is a good place to work, live and visit.  
Underlying goal: To promote cooperative relationships with neighboring communities.

Background to the discussion.

1. *Governance models to promote water quality:*





2. *Falcon Heights is in four watershed areas.* Three of these are currently organized as WMO's and one is the Rice Creek Watershed district. Property owners located in the Rice Creek Watershed district pay a levy for the district to operate. This is about \$10 a year for a \$100,000 home. (The property tax for all city services on a \$100,000 home in 1998 will be \$210 for the year.) The city pays for the WMO's through the city stormwater fund that it collects each quarter. To date the level of activity undertaken by the WMO's has been between \$20 and \$200 a year except for several thousand dollars of capital costs associated with improvements to the Gottfried Pit.
3. *Central Ramsey.* The Central Ramsey watershed covers the area of Falcon Heights north of Snelling Avenue. The Central Ramsey WMO exists as a joint powers agreement among four cities. The Central Ramsey water management organization was formed in the 1980's to comply with state statute. The organization's initial intent was to manage water quality issues on a city-by-city basis whenever possible rather than taking on projects through the WMO. Over the past years no cities, including St. Paul the largest member, proposed significant projects for the WMO. Falcon Heights has no wetlands within its geographic area directly impacted by water quality, but it is interested in promoting good water quality in all the stormwater areas such as the Gottfried Pit (north of Hamline on the northside of Larpenteur) and Como Lake.
4. *Petition to the Board of Soil and Water Conservation (BWSR).* For the past two years the St. Paul District 10 Environmental Committee has been interested in seeing water quality issues more aggressively addressed, particularly those related to water quality in Como Lake. A representative from this committee, Susan Schmidt, was recently appointed to the Central Ramsey WMO Board by the city of St. Paul. The District 10 committee recently submitted a petition to BWSR for creating a watershed district to manage water quality in the Central Ramsey area. As mandated by state statute, BWSR is proceeding with action on this petition with a public hearing scheduled for April 6, 1998.
5. *Central Ramsey WMO Board discussion.* On February 2, 1998 the Central Ramsey WMO board met to discuss the petition and future directions of the WMO. The WMO board did not come to a decision about how to proceed. One outstanding issue that may or may not be resolved through a watershed district is the management of the Troutbrook stormwater interceptor. However, this is not the only issue that is creating the momentum behind the formation of a watershed district.
6. *Proposed options for organizing a Central Ramsey watershed district*

There has been some discussion about combining the Central Ramsey watershed with the Ramsey Washington watershed district in order to reduce

overhead and maximize the use of an existing watershed staff. Combining with Ramsey Washington makes the Central Ramsey watershed part of a much larger organization covering portions of both Washington and Ramsey counties. In his letter to the city council, Dr. Downing cautions against making the Central Ramsey watershed part of a much larger watershed that is dealing with issues and costs related to development when the Central Ramsey watershed is dealing with issues primarily related to a fully developed area. The levy on a single family home valued at \$100,000 is \$35 for the Ramsey Washington watershed. (The property taxes for all city services on an \$100,000 home is \$210 in 1998.) Dr. Downing suggests that looking to the Ramsey County Board of Soil and Water Conservation for staffing a watershed district might provide the necessary expertise as well as more direct accountability and some administrative savings for residents and property owners in the Central Ramsey watershed if it is organized as a watershed district rather than a WMO.

There is also some discussion about combining the Southwest Ramsey watershed into the Central Ramsey watershed district which is made up of St. Paul, the State Fair, the U of M and Falcon Heights. Currently, the Southwest Ramsey WMO is inactive.

#### Directions.

The city may want to comment in writing on the petition to BWSR prior to the April 6, 1998 public hearing. In formulating its comments the city council may want to consider some principles for BWSR's consideration such as:

*Goal* : To support the most efficient and effective form of governance to manage water quality issues in the watersheds that encompass Falcon Heights while

- defining a governance model that is accountable to the citizens of the watershed;
- maximizing the focus on water quality issues that directly affect Falcon Heights and its immediate neighbors in the watershed;
- minimizing the creation of new administrative and staffing mechanisms that are ultimately paid for by the taxpayers of the watershed.

More specific proposals about how to accomplish these principles might come prior to BWSR's actions on the petition or may follow the preliminary recommendations from BWSR on the formation of the watershed district.

ATTACHMENTS:

- 1 Map of watershed
- 2 Outline of petition process
- 3 Letter from BWSR to Ramsey County Board of Soil and Water Commissioners dated 13 February 1998
- 4 Letter from Dr. Downing dated 14 February 1998
- 5 Letter from BWSR outlining watershed issues 2 December 1997
- 6 Summary of meeting with BWSR faxed 20 January 1998

ACTION REQUESTED:

Discussion

Introduction – Susan Hoyt, City Administrator

Brief history of WMO and petition process – Steve Woods, staff to Central Ramsey WMO, Montgomery Watson Engineers

St. Paul District 10 Council perspective – Susan Schmidt, WMO representative;

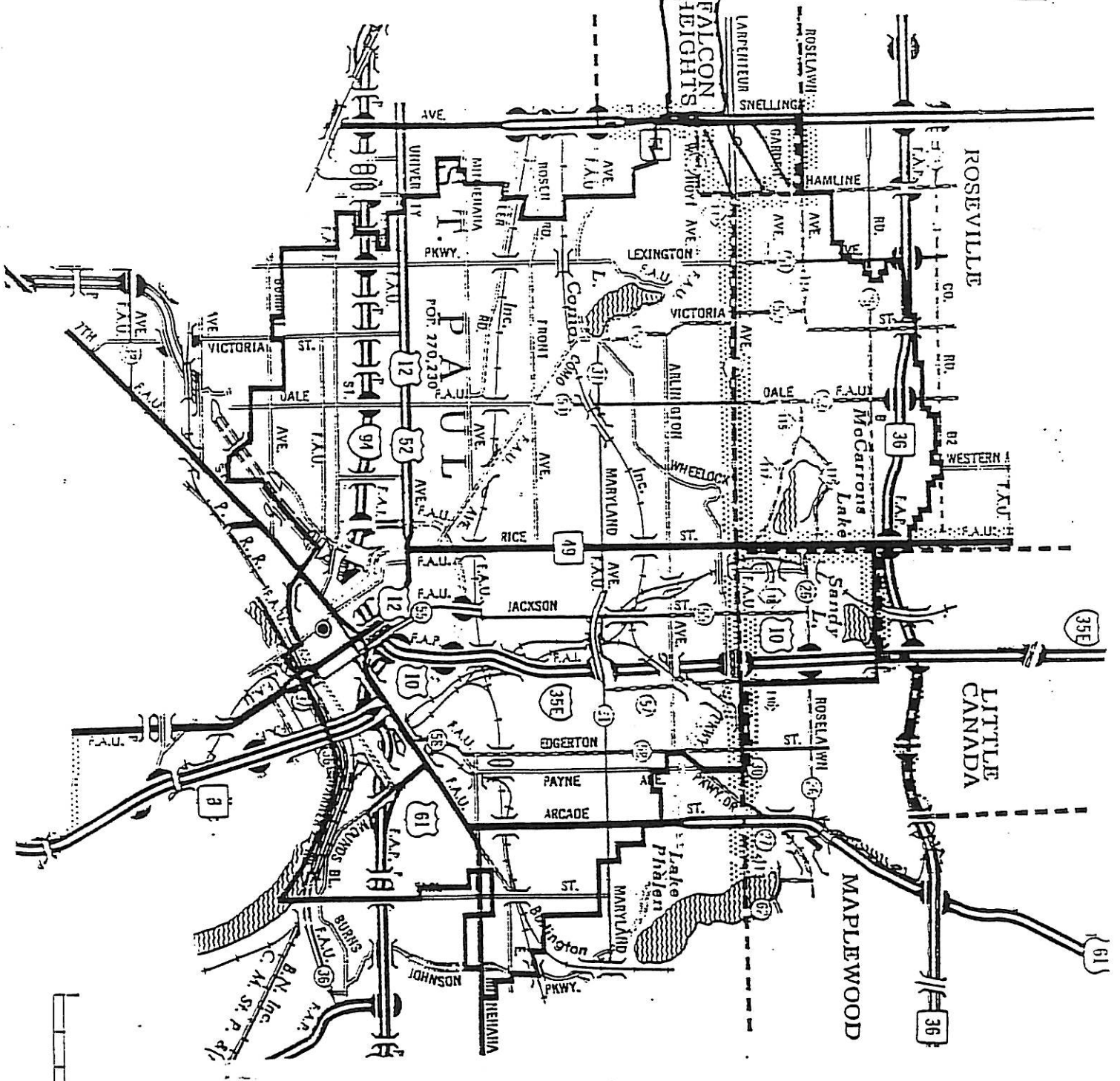
BWSR – Matt Moore, petition process at BWSR

Ramsey County Board of Soil and Water Conservation perspectives – Tom Peterson, staff to the Board

(Commissioner Janice Rettman and District 10 representative Michael Perniel have been invited to the meeting.)

# CENTRAL RAMSEY WATERSHED

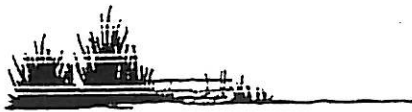
Watershed Boundary ———  
County Boundary - - - - -  
Municipal Boundary - - - - -



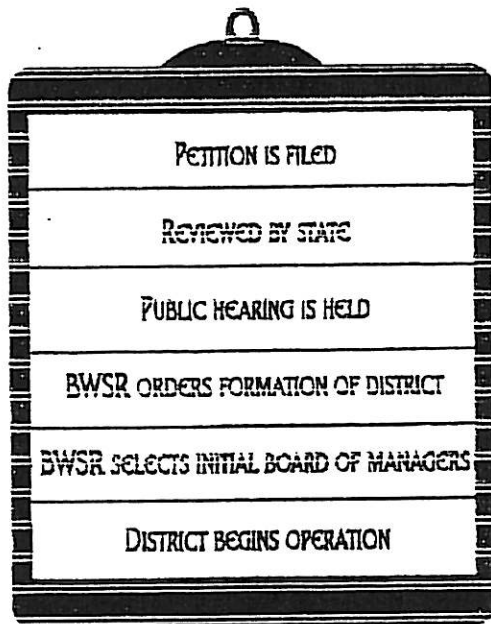
SCALE OF STATUTE MILES



# ESTABLISHING A WATERSHED DISTRICT



Establishing a watershed district is spelled out with surprising clarity in Minnesota Statutes 103D.201 to 103D.231. A streamlined flow chart of the major steps needing to occur to establish the district is shown in the clipboard below.



### OPPORTUNITIES FOR INPUT NOW ...

1. SUBMITTING WRITTEN COMMENTS PRIOR TO CLOSE OF PUBLIC HEARING
2. SPEAKING AT PUBLIC HEARING
3. SELECTING BOARD NOMINEES CAREFULLY (SUBSEQUENT BOARD MEMBERS ARE APPOINTED BY COUNTY COMMISSIONERS)

### ... AND AFTER THE DISTRICT IS IN OPERATION

1. THROUGH DISTRICT'S ADVISORY COMMITTEE
2. MONITORING MEETING MINUTES AND NOTICES
3. MUNICIPAL REVIEW OF PROPOSED MANAGEMENT PLAN
4. MUNICIPAL REVIEW OF SUBSEQUENT AMENDMENTS

The Minnesota Board of Water and Soil Resources (BWSR) is the lead agency for coordinating the state-level review and conducting administrative hearings and procedures. The statutes include several minimum times for compelling the process forward. While these minimums make it theoretically possible for the process to be completed in as little as three months, statutes allow for continuation of establishment hearing as necessary to bring the process to a workable conclusion.



ITEM: Discussion of city events and planning for the 50<sup>th</sup> birthday party

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is asked to discuss scheduling for the city's intergenerational dialogue and planning for the city's 50<sup>th</sup> birthday party. The former was held in May of last year. The latter item may require seeking volunteers and providing them with some guidelines for planning.

Meets goal #3. To expand opportunities for the interaction and involvement of citizens of all ages in their neighborhoods and community.

ATTACHMENT:

1 City calendar

ACTION REQUESTED:

Direct staff on scheduling and planning for these events.



**CITY HALL  
MARCH, 1998**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 G.S. Conf. Rm 6:30-8 pm	3 AARP 9-1 pm DFL Caucus 6-10 pm	4	5 AARP 9-1 pm TEEN COURT 5:30-8:30pm	6 RECYCLING	7
8	9 FALCONEERS PARK & REC 7 pm-Conf. Rm G.SCOOTS C.C.	10 AARP 9-1 pm	11	12 AARP 9-1 pm AUDOBON 6:30 -9:30 C.C. SOLID WASTE 7 pm	13 SPACE	14 MINERAL CLUB
15	16	17 AARP 9-1 pm Book Club 7pm-Conf. Rm PLANNING 7pm	18	19 AARP 9-1 pm	20 RECYCLING	21
22	23 FALCONEERS	24 AARP 9-1 pm	25 COUNCIL 7pm	26 AARP 9-1 pm	27	28
29	30 AARP 9-1 pm	31				