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CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
MINUTES
May 26, 2021 at 7:00 P.M.

- A. CALL TO ORDER: 7:02 PM
- B. ROLL CALL: ANDREWS ___ GUSTAFSON__X__ LEEHY_X__
MIAZGA _X__ WEHYEE_X__
- STAFF PRESENT: THONGVANH_X__

- C. PRESENTATION
1. Neal Kwong Youth Citizen Award – Zane Johnson

Mayor Gustafson

Neal was a youth leader and eagle scout, he was the same age as my son. This award was established to recognize outstanding young leaders. Gary and Chris Kwong, the parents of Neal are here to present the award.

Zane Johnson

I want to thank everyone who helped me get to this point. It’s an honor to receive this award.

- D. APPROVAL OF MINUTES:
1. April 28, 2021 City Council Regular Minutes

Motion to approve the minutes by Council Member Leehy;
Approved, 3-0.
Council Member Wehyee was absent at the time of the vote.

- E. PUBLIC HEARINGS:
1. Amber Union Project – Vacation

Mayor Gustafson

The developer has requested the City vacate a portion of the Snelling Avenue Right of Way. Staff have reviewed the request and determined the ROW is no longer needed once the building is developed with the Amber Union project. Staff received a few questions but no opinions were received by staff for or against the vacation.

Stephanie Smith, Assistant City Engineer

The existing location of the easement was part of a right of way turnback by MnDOT but was turned back to the City. With the Amber Union development, that area would be turned into a parking lot, there is not a need for a turnaround any longer. The property owner has requested the vacation in an effort to clear the encumbrance as part of their financing. A condition of the resolution is that an appropriate easement would be dedicated as part of this vacation. Staff’s recommendation is to hold the public hearing and then to approve the resolution as presented.

Mayor Gustafson

The public hearing is now open. Second call for comment. Third and final call for comment. I’ll now close the public hearing.

Council Member Leehy

I appreciate the clarity that we're not losing a turnaround, there's still space to do that.

Council Member Wehyee

Is this going to impact the property owners' ability to access their homes?

Administrator Thongvanh

The property owners have routinely used private property to access Larpenieur Avenue, but Peter Deanovic of Buhl Investors has said it is ok if they continue to do that.

Council Member Wehyee

Is that going to be allowed indefinitely? How consistent is that policy? Would residents have to worry about that changing sometime in the future?

Peter Deanovic, Buhl Investors

Our intention through this process is to minimize the disruption, in terms of traffic. My commitment to the City has been to take this one step at a time. There's a desire to maintain the functionality of the site.

Motion to adopt Resolution 21-23 approving the vacation of Right of Way and provide the Administrator and Mayor the authority to execute the necessary documents by Council Member Wehyee;
Approved, 4-0.

F. CONSENT AGENDA:

1. General Disbursements through: 5/20/21 \$35,570.33
Payroll through: 5/15/21 \$18,130.46

Motion to approve the consent agenda by Council Member Leehy;
Approved, 4-0.

G. POLICY ITEMS:

1. Amber Union Project - Encroachment Agreements and Easement

Andrea McDowell Poehler, City Attorney

There is a green space encroachment agreement as well as a parking encroachment agreement, Quitclaim deed, and an easement that would be included in the resolution.

Motion to approve Resolution 21-24 by Council Member Miazga;
Approved, 4-0.

2. Amber Union Project - Accept Metropolitan Livable Communities Act Grant Agreement for the Tax Base Revitalization Account Contamination Cleanup Grant Program (TBRA), Adopt Fair Housing Policy, and **TBRA Loan to Buhl GTA, LP, Limited Partnership**

Administrator Thongvanh

In 2020, the City submitted an application on behalf of Buhl Investors to the Contamination Cleanup Grant Program. The City was awarded funds and the grant will expire in 2023. Buhl has requested that the grant be converted to a loan instead of a grant. When the City gets payment, the City has a right to request to the Met Council to keep those funds and apply them to the property in the future to keep the units affordable. Staff recommend approving the resolution the Fair Housing Policy and authorizing the mayor and City Administrator to execute all necessary documents.

3. Alley Improvements - Accept Feasibility Report & Order Plans and Specifications

Administrator Thongvanh

This was brought to our attention by one of the property owners. There was a drainage problem in the alley and during the winter, the alley would become icy. The property owner approached the city with a petition and we received just over 50 percent of the property owners signing. Our assessment policy for alleys states that the property owner is responsible for 90 percent and the City is responsible for 10 percent.

Stephanie Smith, Assistant City Engineer

The drainage improvements that we were proposing to eliminate the issues in the alleyway may require additional work in the street. This could involve putting an additional catch basin in Pascal. The improvements would be estimated at \$27,000 in addition to the work we proposed in the alleyway. Including this project as part of the alleyway improvements may result in high costs for materials.

The assessment hearing would take place after construction. Property owners could at that point pay the assessment all up front or interest free in the first 30 days. They can also add to property taxes, typically over 5 years with a 2% interest rate.

There are three options to move forward: delaying the entire project until a later date, approve only the alleyway improvements, or approve both the alleyway improvements and storm sewer improvements. Staff are recommending to delay the project. If it were to be added this year, we would recommend moving forward with the improvement hearing on June 9, and would prepare plans and specs for June 23.

Council Member Miazga

Would we know the assessment costs at the June 9 public hearing?

Stephanie Smith, Assistant City Engineer

We would not have those numbers yet because we would need to obtain bids for the materials.

Administrator Thongvanh

The petition doesn't obligate the City to do the project. By delaying the project, we could review the larger scope of the project and make alleyway improvements on a broader scale. Authorizing plans and specifications does not mean the Council will have to decide to do the work.

Motion to accept the feasibility report and order plans and specifications for the alleyway improvements
by Council Member Wehyee;
Approved, 4-0.

H. INFORMATION/ANNOUNCEMENTS:

I. COMMUNITY FORUM:

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

Felicia Busch, 1804 Lindig Street

This is in regard to the street improvement project that will be starting this year. Apparently a citizen complained about the flooding that happens on Lindig in front of our house and our neighbor's yard. The flooding is temporary and lasts only a couple hours, it sinks into our yard. We received notice about the project from the City, stating that we need to notify Roseville of sprinklers or invisible fences prior to the project beginning so they are not damaged during the construction. I spoke to Stephanie Smith and she coordinated an informational meeting with my neighbors. There is a huge amount of miscommunication regarding the project.

J. ADJOURNMENT: 8:54 PM

Randall C. Gustafson, Mayor

Dated this 26th day of May, 2021

Sack Thongvanh, City Administrator

City of Falcon Heights MS4 Permit Annual Report for the 2021 Permit

June 23, 2021

By: Tim Pittman, Director of Public Works

Overview

- Federal Clean Water Act:
 - Amended in 1987
 - A two-phase program
 - Phase I: Regulated large construction sites and major metropolitan areas
 - Phase II: Program broadened to include smaller construction sites and many more municipalities

Overview

- Overseen by the EPA and MPCA
- Regulated parties must develop storm water pollution prevention programs
- The permit holder is required to submit a Storm Water Pollution Prevention Program (SWPPP) that incorporates best management practices (BMPs)

What is MS4?

- A conveyance or system of conveyances (catch basins, curbs, gutters, ditches, man made channels)
- Designed or used for collecting or conveying storm water
- MS4's in urbanized areas are required to obtain a storm water permit
- Falcon Heights is considered an urbanized MS4 area
- The U of M is permitted separately.

MS4 Permit Requirements

- This program consists of six minimum Control Measures:
 1. Public Education and Outreach
 2. Public Involvement and Participation
 3. Illicit Discharge, Detection and Elimination
 4. Construction Site Runoff Control
 5. Post-construction Runoff Control
 6. Pollution Prevention and Good Housekeeping

Progress to Date

- Newsletters and flyers to residents
- Developed a storm sewer map
- Implemented the construction site runoff control measures
- Hendrickson Apartments over seen by Capital Region Watershed
- Inspected 100% of outfalls
- Implemented de-icing material controls
- Implemented storm drain system cleaning and rehabilitation of catch basin
- Reconstructed the Curtiss Field Pond
- Implemented vehicle maintenance program

Progress to Date

- Purchased a street sweeper with the City of Little Canada, bought out Little Canada in December of 2016. more often street sweeping.
- Straight salt for road melt
- Storm sewer system cleaning program
- Added additional underground storage structures in the north home neighborhood

2022 Goals

- Continue a utility billing
- Continue educational flyers and newsletter
- Continue to sweep streets more often
- Rehab/Repair all catch basins related to each street project
- Continue to monitor Underground containment structure put into place at Curtiss Field Park.

Questions?

Contact:

Tim Pittman, Director of Public Works

Email: TimP@falconheights.org

Phone: 651-792-7618

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 23, 2021
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through: 6/16/21 \$186,874.03 Payroll through: 6/15/21 \$19,419.73
Budget Impact	The general disbursements and payroll are consistent with the budget.
Attachment(s)	<ul style="list-style-type: none"> • General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

*Payroll has not been processed

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PACKET: 02309 june 15th payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-03001 CAMPBELL KNUTSON

I-283	LEGAL SVC	3,696.50			
6/15/2021	APBNK DUE: 6/15/2021 DISC: 6/15/2021		1099: Y		
	GENERAL LEGAL APR		101 4114-80200-000	LEGAL FEES	955.50
	AMBER UNION APR		428 4428-81900-000	OTHER PROFESSIONAL SERVI	2,741.00
=== VENDOR TOTALS ===		3,696.50			

01-03110 CENTURY LINK

I-202106157857	LANDLINE SVC	63.21			
6/15/2021	APBNK DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
	LANDLINE SVC		101 4141-85011-000	TELEPHONE - LANDLINE	63.21
=== VENDOR TOTALS ===		63.21			

01-06290 CITY OF ROSEVILLE

I-230147	ENGINEERING	7,317.34			
6/15/2021	APBNK DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
	PM SPR		426 4426-80100-000	ENGINEERING	3,859.70
	GENERAL ENG		101 4133-80100-000	ENGINEERING SERVICES	3,057.37
	AMBER UNION ENG		428 4428-80100-000	ENGINEERING	44.47
	CLEVELAND ENG		419 4419-80100-000	ENGINEERING	237.20
	STORM ENG		602 4602-80100-000	ENGINEERING	118.60
=== VENDOR TOTALS ===		7,317.34			

01-01012 COREMARK METALS

I-5284488	ANGLE IRON AND FLAT STEEL	104.73			
6/15/2021	APBNK DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
	ANGLE IRON AND FLAT STEEL		101 4132-75100-000	STREET SIGNS	104.73
=== VENDOR TOTALS ===		104.73			

01-04000 EHLERS AND ASSOCIATES

I-64000	PAYING AGENT FEE	475.00			
6/15/2021	APBNK DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
	PAYING AGENT FEE		312 4312-94900-000	BOND FEES	475.00
=== VENDOR TOTALS ===		475.00			

PACKET: 02309 june 15th payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----
POST DATE BANK CODE -----DESCRIPTION----- GROSS DISCOUNT P.O. # G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION
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01-05466 LAND'S END BUSINESS OUTFIT

I-sin9248124 CLOTHING WITH CITY LOGO 963.96
6/15/2021 APBNK DUE: 6/15/2021 DISC: 6/15/2021 1099: N
CLOTHING WITH CITY LOGO 101 4112-70100-000 SUPPLIES 481.50
CLOTHING WITH CITY LOGO 101 4132-77000-000 CLOTHING 482.46
=== VENDOR TOTALS === 963.96

01-05273 MN PUBLIC EMPLOYEES INSURANCE

I-1087373 HEALTHHINS JUNE 9,911.90
6/15/2021 APBNK DUE: 6/15/2021 DISC: 6/15/2021 1099: N
HEALTHHINS JUNE 101 4112-89000-000 MISCELLANEOUS 9,911.90
=== VENDOR TOTALS === 9,911.90

01-06185 RAMSEY COUNTY

I-PRRRV 001578 2ND QTR VOTING SYSTEM 2,141.45
6/15/2021 APBNK DUE: 6/15/2021 DISC: 6/15/2021 1099: N
2ND QTR VOTING SYSTEM 101 4115-80300-000 ELECTION CONTRACT 2,141.45
=== VENDOR TOTALS === 2,141.45

01-06184 RAMSEY COUNTY - POLICE AND 911

I-EMCOM 009329 911 DISPATCH 2,546.43
6/15/2021 APBNK DUE: 6/15/2021 DISC: 6/15/2021 1099: N
911 DISPATCH 101 4122-81200-000 911 DISPATCH FEES 2,546.43
I-EMCOM 009346 CAD APR 348.81
6/15/2021 APBNK DUE: 6/15/2021 DISC: 6/15/2021 1099: N
CAD APR 101 4122-81200-000 911 DISPATCH FEES 348.81
=== VENDOR TOTALS === 2,895.24

01-06301 SAMS CLUB MC/SYNCEB

I-202106157856 PLANTS/ PAPER/ COMPUTER SUPPL 1,761.86
6/15/2021 APBNK DUE: 6/15/2021 DISC: 6/15/2021 1099: N
PRIONEER PRESS PAPER 101 4131-70110-000 SUPPLIES 16.00
NOTARY STAMP 101 4112-70100-000 SUPPLIES 28.13
ZOOM VIRTUAL MEETING 101 4116-85040-000 VIRTUAL COMMUNICATIONS 220.11
MICRO WAVE OVEN 101 4131-70110-000 SUPPLIES 282.50
COMPUTER SUPPLIES 101 4112-70100-000 SUPPLIES 147.57
BLVD PLANTS 101 4132-87010-000 BOULEVARD MAINTENANCE 96.00
BOXWES DFOR AWARDS 101 4124-70100-000 SUPPLIES 52.08
STORAGE CONTAINERS 101 4131-70110-000 SUPPLIES 132.11
SLIDE FOR KIDS 101 4116-89010-000 SPECIAL EVENTS 556.51
SAFE ASSURE TNG EXPS 601 4601-70100-000 SUPPLIES 49.37
MCFOA CONF 101 4112-86100-000 CONFERENCES/EDUCATION/AS 92.00

PACKET: 02309 june 15th payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-06301	SAMS CLUB MC/SYNCB	(** CONTINUED **)				
		GATORAGE FOR STREET WORK		101 4132-70120-000	SUPPLIES	89.48
=== VENDOR TOTALS ===			1,761.86			

01-06628	SACK THONGVANH					
I-202106157858		MAY TO JUNE CELL PHONE RIEMG	200.00			
6/15/2021	APBNK	DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
		MAY TO JUNE CELL PHONE RIEMG		101 4131-85015-000	CELL PHONE	100.00
		MAY TO JUNE CELL PHONE RIEMG		601 4601-85015-000	CELL PHONE	100.00
=== VENDOR TOTALS ===			200.00			

01-05737	VERIZON WIRELESS					
I-9880672628		CELL PHONE	80.04			
6/15/2021	APBNK	DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
		CELL PHONE		101 4116-85010-000	TELEPHONE	80.04
=== VENDOR TOTALS ===			80.04			

01-070	XCEL ENERGY					
I-202106157859		ELECT	2,232.67			
6/15/2021	APBNK	DUE: 6/15/2021 DISC: 6/15/2021		1099: N		
		ELECT		101 4121-85020-000	ELECTRIC	0.86
		ELECT		101 4141-85020-000	ELECTRIC/GAS	59.92
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	28.99
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.82
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	97.11
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	2,033.97
=== VENDOR TOTALS ===			2,232.67			
=== PACKET TOTALS ===			31,843.90			

PACKET: 02306 JUNE 8 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00209		ADVANTAGE SIGNS AND GRAPHICS				
I-47215		STREET SIGN BRACKETS	154.34			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		STREET SIGN BRACKETS		101 4132-75100-000	STREET SIGNS	154.34
		=== VENDOR TOTALS ===	154.34			
=====						
01-03110		CENTURY LINK				
I-202106087852		LAND LINE SS	72.87			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		LAND LINE SS		601 4601-85011-000	TELEPHONE - LANDLINE	72.87
		=== VENDOR TOTALS ===	72.87			
=====						
01-06290		CITY OF ROSEVILLE				
I-2301014		IT SUPPORT	4,042.58			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		IT SUPPORT JUNE		101 4116-85070-000	TECHNICAL SUPPORT	1,074.93
		IT STAFF SUPPORT JUNE		101 4116-85070-000	TECHNICAL SUPPORT	2,536.91
		IT EQUIPMENT JUNE		101 4116-85070-000	TECHNICAL SUPPORT	144.68
		IT SOFTWARE LICENSING		101 4116-70100-000	SUPPLIES	286.06
		=== VENDOR TOTALS ===	4,042.58			
=====						
01-05171		FRA DOR INC				
I-2105184		PEA ROCK FOR PARKS	198.00			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		PEA ROCK FOR PARKS		101 4141-87120-000	FACILITIES & GROUND MAIN	198.00
		=== VENDOR TOTALS ===	198.00			
=====						
01-05440		LOFFLER COMPANIES, INC				
I-3736733		COPIER CHARGES	63.09			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	63.09
		=== VENDOR TOTALS ===	63.09			

PACKET: 02306 JUNE 8 PAYABLES

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-----ID-----			GROSS	P.O. #		
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ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05665	METROPOLITAN COUNCIL					
I-1125436		JUNE SS	48,196.27			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		JUNE SS		601 4601-85060-000	METRO SEWER CHARGES	48,196.27
		=== VENDOR TOTALS ===	48,196.27			
=====						
01-05263	MID CITY SERVICES- INDUSTRIAL					
I-154967		FLOOR MAT SVC	42.15			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		FLOOR MAT SVC		101 4131-87010-000	CITY HALL MAINTENANCE	42.15
		=== VENDOR TOTALS ===	42.15			
=====						
01-06053	OREILLY AUTO PARTS					
I-202106087851		LATEX GLOVES/DIESEL ADDITIVE	82.57			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		LATEX GLOVES/DIESEL ADDITIVE		101 4132-70120-000	SUPPLIES	82.57
		=== VENDOR TOTALS ===	82.57			
=====						
01-06185	RAMSEY COUNTY					
I-RISK 002111		DENTAL/LIFE INS/DISABILITY	1,086.74			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		DENTAL/LIFE INS/DISABILITY		101 4112-89000-000	MISCELLANEOUS	1,086.74
		=== VENDOR TOTALS ===	1,086.74			
=====						
01-06184	RAMSEY COUNTY - POLICE AND 911					
I-SHRFL 001987		POLICE SVCS JUNE	99,629.67			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		POLICE SVCS JUNE		101 4122-81000-000	POLICE SERVICES	99,629.67
		=== VENDOR TOTALS ===	99,629.67			
=====						
01-06465	SAFE-FAST INC					
I-INV246568		SAFETY VESTS	49.75			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		SAFETY VESTS		101 4132-77000-000	CLOTHING	49.75
		=== VENDOR TOTALS ===	49.75			

PACKET: 02306 JUNE 8 PAYABLES

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-06581	TRI-STATE	BOBCAT INC				

I-V95173		BOBCAT PARTS-FUEL VALVE	587.10			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		BOBCAT PARTS-FUEL VALVE		101 4132-87000-000	REPAIR EQUIPMENT	587.10
		=== VENDOR TOTALS ===	587.10			
=====						
01-05784	UPPER CUT	TREE SERVICES				

I-5033		1864 ASBURY TREE/STUMP REMOVA	225.00			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		1864 ASBURY TREE/STUMP REMOVAL		101 4134-84020-000	TREE REMOVAL	225.00

I-5038		1512 IDAHO TREE/STUMP REMOVAL	600.00			
6/08/2021	APBNK	DUE: 6/08/2021 DISC: 6/08/2021		1099: N		
		1512 IDAHO TREE/STUMP REMOVAL		101 4134-84020-000	TREE REMOVAL	600.00
		=== VENDOR TOTALS ===	825.00			
		=== PACKET TOTALS ===	155,030.13			

EMP #	NAME	AMOUNT
	SACK THONGVANH	4,011.94
	ASHLEIGH WALTER	1,563.04
	VANDARA THAMMAVONGSA	1,544.21
	ROLAND O OLSON	2,861.89
	LEON V XIONG	665.70
	MATTHEW CHERNUGAL	485.70
	TIMOTHY J PITTMAN	2,259.27
	DAVE TRETSVEN	1,813.02
	COLIN B CALLAHAN	1,990.77

TOTAL PRINTED: 9 17,195.54

5-09-2021 7:10 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 6/09/2021

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
	MORETTO, PAUL A	R	6/09/2021	2,049.35	090536
	WASSON, LUKE D	R	6/09/2021	174.84	090537

6-09-2021 7:10 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 6/09/2021

*** REGISTER TOTALS ***

REGULAR CHECKS:	2	2,224.19
DIRECT DEPOSIT REGULAR CHECKS:	9	17,195.54
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	11	19,419.73

*** NO ERRORS FOUND ***

** END OF REPORT **

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 23, 2021
Agenda Item	Policy G1
Attachment	Resolution, Pay Estimate #1, Change Order #1
Submitted By	Jesse Freihammer, City Engineer

Item	Request for Authorization to Use a Portion of the City’s Municipal State Aid (MSA) Account Funds for the 2021 Pavement Management Project, Approval of Change Order #1 and Pay Estimate #1
Description	<p>Falcon Heights is one of a few cities in the state that has a fully certified local street system, which means the City’s designated state-aid routes are improved to state-aid standards or are in an adequate condition. As such, we are allowed to use a portion of our MSA funds to cover repairs of our local streets that are not designated on the state aid system. The attached resolution authorizes city staff to request MSA funds from Mn/DOT for use on the 2021 Pavement Management Project.</p> <p>Change Order #1 is attached for added work to install temporary mailboxes on the north end of Tatum Street. This street had a significant amount of curb replacement. The postal service was not delivering mail due to this construction, so installation of temporary mailboxes was needed to restore mail service to the residents. The amount is \$1,452.00 and is 0.15% of the project cost. The awarded contract was 20.27% under the estimated cost, so will still be 20.12% under the estimated cost.</p> <p>Pay Estimate #1 is attached for the work on the 2021 Pavement Management Project. Pay Estimate #1 is in the amount of \$110,036.92 and includes the following work:</p> <ul style="list-style-type: none"> • Grading • Concrete curb and gutter • Utility Work <p>The project engineer and contractor have reviewed and approved the estimate, and it is submitted for Council approval. With this pay estimate, the total amount paid to date on this project is \$110,036.92 or 11.99% of the original contract price.</p>
Budget Impact	This project has the following financial implications for the city and property owners along the streets under this maintenance project:

	<ul style="list-style-type: none"> • Assessments levied in accordance with the City’s assessment policy. • Use of Municipal State Aid (MSA) and street infrastructure funds to pay the City’s portion of the project. • Expenditure of utility fund dollars to pay for repairs needed to the existing utility system.
Attachment(s)	<ul style="list-style-type: none"> • Resolution 21-30 Requesting Municipal State Aid System Construction Funds • Pay Estimate #1 • Change Order #1
Action(s) Requested	Motion to approve Change Order #1, Pay Estimate #1 and the resolution authorizing use of the City’s Population Allocation Funds from the Municipal State Aid Account for the 2021 Pavement Management.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

June 23, 2021

No. 21-30

RESOLUTION REQUESTING MUNICIPAL STATE AID SYSTEM CONSTRUCTION FUNDS FOR THE 2021 PAVEMENT MANAGEMENT PROJECT (SAP 124-050-016 on Tatum St. from Larpenteur Ave. to Roselawn Ave., Lindig St. from Larpenteur Ave. to north end, Fry St. from Larpenteur Ave. to Maple Knoll Dr., St Mary’s St. from Larpenteur Ave. and Maple Knoll Dr., W. Snelling Dr. from Hoyt Ave. to Hollywood Ct., E. Snelling Dr. from Idaho Ave. to the north end, Asbury St. from Crawford Ave. to Roselawn Ave., Arona St. from Crawford Ave. to Roselawn Ave., Simpson St. from Crawford Ave. to Roselawn Ave., Pascal St. from Larpenteur Ave. to Roselawn Ave., Crawford Ave. from Simpson St. to Pascal St., Ruggles St. from Snelling Ave. N. to Pascal St., and Albert St. from Larpenteur Ave. to Garden St.)

WHEREAS, The City of Falcon Heights receives Municipal State Aid System (MSAS) funds for construction and maintaining 20% of its City streets, and

WHEREAS, THE City State Aid routes are improved to state aid standards, are in adequate condition that they do not have needs other than additional resurfacing, and the City’s State Aid system was certified complete in 2002, and

WHEREAS, it is authorized by MN Rules 8820.1800 to use part of the MSAS construction appropriation of our City State Aid allocation on local streets not on the approved State Aid system, and

WHEREAS, it is proposed to use a portion of the City population allocation funds for roadway improvements on the following streets:

- Tatum St. from Larpenteur Ave. to Roselawn Ave.,
- Lindig St. from Larpenteur Ave. to north end,
- Fry St. from Larpenteur Ave. to Maple Knoll Dr.,
- St Mary’s St. from Larpenteur Ave. and Maple Knoll Dr.,
- W. Snelling Dr. from Hoyt Ave. to Hollywood Ct.,
- E. Snelling Dr. from Idaho Ave. to the north end,
- Asbury St. from Crawford Ave. to Roselawn Ave.,
- Arona St. from Crawford Ave. to Roselawn Ave.,
- Simpson St. from Crawford Ave. to Roselawn Ave.,
- Pascal St. from Larpenteur Ave. to Roselawn Ave.,
- Crawford Ave. from Simpson St. to Pascal St.,
- Ruggles St. from Snelling Ave. N. to Pascal St., and
- Albert St. from Larpenteur Ave. to Garden St

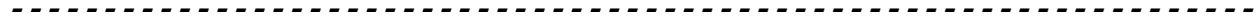
WHEREAS, the City indemnifies saves and holds harmless the State of Minnesota and its agents and employees for claims, demands, actions, of causes of action arising out of or by reason or matter related to constructing the local street as designed, and

WHEREAS, the City further agrees to defend at its sole cost any claims arising as a result of constructing the local street, and

WHEREAS, the final approval of the State Aid for Local Transportation Division is therefore given.

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

1. Requests the release of MSAS construction funds for roadway improvements on Tatum St., Lindig St., Fry St., St Mary’s St., W. Snelling Dr., E. Snelling Dr., Asbury St., Arona St., Simpson St., Pascal St., Crawford Ave., Ruggles St., and Albert St.



Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON	_____ In Favor
LEEHY	
MIAZGA	_____ Against
ANDREWS	
WEHYEE	

Attested by: _____
Sack Thongvanh
City Administrator



Contract Number: FH21-02
Pay Request Number: 1

Project Number	Project Description
FH21-02	Falcon Heights 2021 Pavement Management Project

Contractor: Molnau Trucking LLC 32296 State Hwy 25 belle plaine, mn 56011	Vendor Number: Up To Date: 06/16/2021
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Contract Amount		Funds Encumbered	
Original Contract	\$964,222.53	Original	\$964,222.53
Contract Changes	\$1,452.00	Additional	N/A
Revised Contract	\$965,674.53	Total	\$964,222.53

Work Certified To Date	
Base Bid Items	\$114,376.34
Contract Changes	\$1,452.00
Material On Hand	\$0.00
Total	\$115,828.34

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$115,828.34	\$115,828.34	\$5,791.42	\$0.00	\$110,036.92	\$110,036.92
Percent: Retained: 5%			Percent Complete: 11.99%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By: Jesse Freihammer
 Project Engineer

Approved By: nick or sons Molnau
 Contractor

Date: 06/16/2021

Date: 06/16/2021

Approved By _____
 Project Owner

 Date: _____



Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-06-16	\$115,828.34	\$5,791.42	\$110,036.92

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Arona		\$2,454.30	\$122.72	\$0.00	\$2,331.58	\$2,331.58
Asbury		\$495.72	\$24.79	\$0.00	\$470.93	\$470.93
E. Snelling		\$405.00	\$20.25	\$0.00	\$384.75	\$384.75
Lindig		\$19,562.84	\$978.14	\$0.00	\$18,584.70	\$18,584.70
Pascal		\$343.83	\$17.19	\$0.00	\$326.64	\$326.64
Storm Sewer		\$32,166.44	\$1,608.32	\$0.00	\$30,558.12	\$30,558.12
Tatum		\$60,400.21	\$3,020.01	\$0.00	\$57,380.20	\$57,380.20

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Municipal (MSAS > 5000) - Falcon Heights	\$79,478.80			\$79,478.80
2	Local - Storm Sewer - Falcon Heights	\$30,558.12			\$30,558.12

Contract Item Status											
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date	
FH21-02	1	2021.501	MOBILIZATION	LS	\$19,000.00	1	0.25	\$4,750.00	0.25	\$4,750.00	
FH21-02	2	2101.524	CLEARING	TREE	\$150.00	2	2	\$300.00	2	\$300.00	
FH21-02	3	2101.524	GRUBBING	TREE	\$125.00	2	2	\$250.00	2	\$250.00	
FH21-02	4	2104.502	REMOVE FLARED END SECTION	EACH	\$455.65	1	1	\$455.65	1	\$455.65	
FH21-02	5	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	\$343.83	2	1	\$343.83	1	\$343.83	
FH21-02	6	2104.502	REMOVE CASTING	EACH	\$122.10	62	1	\$122.10	1	\$122.10	
FH21-02	7	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$2.43	520	0	\$0.00	0	\$0.00	
FH21-02	8	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.48	1200	99	\$245.52	99	\$245.52	
FH21-02	9	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$13.75	10	18	\$247.50	18	\$247.50	
FH21-02	10	2104.503	REMOVE CONCRETE CURB	L F	\$4.86	5250	3231	\$15,702.66	3231	\$15,702.66	



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH21-02	11	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$11.00	360	0	\$0.00	0	\$0.00
FH21-02	12	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$3.67	2250	92	\$337.64	92	\$337.64
FH21-02	13	2104.518	REMOVE CONCRETE SIDEWALK	S F	\$1.10	1500	0	\$0.00	0	\$0.00
FH21-02	14	2105.501	COMMON EXCAVATION (EV)	C Y	\$12.54	50	0	\$0.00	0	\$0.00
FH21-02	15	2105.501/00025	COMMON EXCAVATION - INFILTRATION BASIN (EV)	C Y	\$13.62	540	648	\$8,825.76	648	\$8,825.76
FH21-02	16	2105.604	GEOTEXTILE FABRIC TYPE III NON-WOVEN	SY	\$9.69	70	0	\$0.00	0	\$0.00
FH21-02	17	2105.607	SOIL MEDIUM FOR INFILTRATION AREAS	C Y	\$42.75	50	0	\$0.00	0	\$0.00
FH21-02	18	2112.501	AGGREGATE GRADING AND COMPACTION	STA	\$626.75	3	0	\$0.00	0	\$0.00
FH21-02	19	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$135.00	30	3	\$405.00	3	\$405.00
FH21-02	20	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$35.00	260	0	\$0.00	0	\$0.00
FH21-02	21	2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$109.01	170	0	\$0.00	0	\$0.00
FH21-02	22	2232.501	EDGE MILL BITUMINOUS SURFACE	S Y	\$3.39	100	0	\$0.00	0	\$0.00
FH21-02	23	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$1.05	59900	0	\$0.00	0	\$0.00
FH21-02	24	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.74	4920	0	\$0.00	0	\$0.00
FH21-02	25	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3;B)	TON	\$60.62	7980	0	\$0.00	0	\$0.00
FH21-02	26	2411.507	GRANULAR BACKFILL (LV)	C Y	\$10.00	100	50	\$500.00	50	\$500.00
FH21-02	27	2451.507	COARSE FILTER AGGREGATE (LV)	C Y	\$35.00	10	0	\$0.00	0	\$0.00
FH21-02	28	2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	\$411.24	3	0	\$0.00	0	\$0.00
FH21-02	29	2503.503	12" PVC PIPE SEWER	L F	\$53.96	10	10	\$539.60	10	\$539.60
FH21-02	30	2503.503	12" RC PIPE SEWER CLASS V	L F	\$43.71	80	91	\$3,977.61	91	\$3,977.61



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH21-02	31	2503.603	6" PERFORATED HDPE PIPE SEWER	L F	\$11.83	180	0	\$0.00	0	\$0.00
FH21-02	32	2503.603	6" HDPE PIPE SEWER	L F	\$44.63	10	0	\$0.00	0	\$0.00
FH21-02	33	2504.602	6"X6" TEE FITTING	EACH	\$524.23	2	0	\$0.00	0	\$0.00
FH21-02	34	2506.502	INSTALL CASTING	EACH	\$230.47	64	3	\$691.41	3	\$691.41
FH21-02	35	2506.503	CONSTRUCT CATCH BASIN	L F	\$572.94	13	7	\$4,010.58	7	\$4,010.58
FH21-02	36	2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	\$881.41	5	4	\$3,525.64	4	\$3,525.64
FH21-02	37	2506.516	MANHOLE CASTING R-1733	EACH	\$443.53	59	0	\$0.00	0	\$0.00
FH21-02	38	2506.516	MANHOLE CASTING R-3067-V	EACH	\$761.48	4	3	\$2,284.44	3	\$2,284.44
FH21-02	39	2506.602	ADJUST FRAME & RING CASTING	EACH	\$239.75	8	0	\$0.00	0	\$0.00
FH21-02	40	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$848.00	5	3	\$2,544.00	3	\$2,544.00
FH21-02	41	2506.602	CONSTRUCT 12" NYOPLAST DRAIN W/CASTING	EACH	\$1,642.15	1	1	\$1,642.15	1	\$1,642.15
FH21-02	42	2506.603	REHABILITATE MANHOLE OR CATCH BASIN (INTERIOR)	EACH	\$465.00	46	0	\$0.00	0	\$0.00
FH21-02	43	2521.518	4" CONCRETE WALK	S F	\$5.50	1300	0	\$0.00	0	\$0.00
FH21-02	44	2521.518	6" CONCRETE WALK	S F	\$14.00	90	0	\$0.00	0	\$0.00
FH21-02	45	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$25.75	2820	1078	\$27,758.50	1078	\$27,758.50
FH21-02	46	2531.503	CONCRETE CURB & GUTTER DESIGN B618 (MOD)	L F	\$28.75	175	0	\$0.00	0	\$0.00
FH21-02	47	2531.503	CONCRETE CURB AND GUTTER DESIGN B618 (MACHINE LAID)	L F	\$17.25	1355	893	\$15,404.25	893	\$15,404.25
FH21-02	48	2531.503	CONCRETE CURB & GUTTER DESIGN B624	L F	\$26.25	150	0	\$0.00	0	\$0.00
FH21-02	49	2531.503	CONCRETE CURB & GUTTER DESIGN B624 (MACHINE LAID)	L F	\$26.49	220	0	\$0.00	0	\$0.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH21-02	50	2531.503	CONCRETE CURB & GUTTER DESIGN D418	L F	\$25.25	540	600	\$15,150.00	600	\$15,150.00
FH21-02	51	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$61.65	360	0	\$0.00	0	\$0.00
FH21-02	52	2531.618	TRUNCATED DOMES	S F	\$60.00	16	0	\$0.00	0	\$0.00
FH21-02	53	2563.601	TRAFFIC CONTROL	LS	\$8,450.00	1	0.25	\$2,112.50	0.25	\$2,112.50
FH21-02	54	2573.501	EROSION CONTROL SUPERVISOR	LS	\$1,250.00	1	0	\$0.00	0	\$0.00
FH21-02	55	2573.502	STORM DRAIN INLET PROTECTION TYPE A	EACH	\$150.00	92	15	\$2,250.00	15	\$2,250.00
FH21-02	56	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$5.00	100	0	\$0.00	0	\$0.00
FH21-02	57	2575.604	TURF ESTABLISHMENT WITH SEED AND BLANKET	S Y	\$2.67	1760	0	\$0.00	0	\$0.00
FH21-02	58	2582.518	CROSSWALK MULTI COMP	S F	\$4.00	630	0	\$0.00	0	\$0.00
Base Bid Totals:								\$114,376.34		\$114,376.34

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
FH21-02	BASE BID	\$114,376.34	\$114,376.34

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH21-02	CO	1	61	2540.602	INSTALL TEMPORARY MAILBOXES	EACH	\$44.00	33	33	\$1,452.00	33	\$1,452.00
Contract Change Totals:										\$1,452.00		\$1,452.00

Contract Total	\$115,828.34
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	Install temporary mailboxes	\$1,452.00	\$1,452.00

Material On Hand Additions



Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



SP/SAP(s)	SAP 124-050-016	MN Project No.:		Change Order No.	1
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Project Name	Falcon Heights 2021 Pavement Management Project				
Local Agency	City of Roseville	Local Project No.			
Contractor	Molnau Trucking LLC	Contract No.	FH21-02		
Address/City/State/Zip	32296 State Hwy 25 / belle plaine / mn / 56011				
Total Change Order Amount \$	\$1,452.00				

Install temporary mailboxes

Estimate Of Cost: <i>(Include any increases or decreases in contract items, any negotiated or force account items.)</i>						
**Group/funding Category	Item No.	Description	Unit	Unit Price	+ or - Quantity	+ or - Amount \$
Tatum	2540.602	INSTALL TEMPORARY MAILBOXES	EACH	\$44.00	33	\$1,452.00
Net Change this Change Order						\$1,452.00

****Group/funding category is required for federal aid projects**

Due to this change, the contract time: <i>(check one)</i>	
<input type="checkbox"/> Is NOT changed	<input type="checkbox"/> May be revised as provided in MnDOT Specification 1806
Number of Working Days Affected by this Contract Change: 0	Number of Calendar Days Affected by this Contract Change: 0

Approved by Project Engineer: _____ Date: _____

Approved by Contractor: _____ Date: _____

Approved by City Administrator: _____ Date: _____

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: ___ Federal Funding ___ State Aid Funding ___ Local funds

District State Aid Engineer: _____ Date: _____