

AGENDA

MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, April 14, 1997
Council Chambers, Municipal Building
Meeting No. 97-07

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES

1. Minutes of Council/Manager Workshop of March 3, 1997
2. Minutes of Meeting 97-06 (March 24, 1997)

E. APPROVAL OF AGENDA

EA. PRESENTATIONS

F. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion on these items. If a member of the City Council wishes to discuss an item, that item will be removed from the Consent Agenda and will be considered separately.

1. Approval of Claims
2. Conditional Use Permit Review - 3M Classroom Building (600 Carlton Street)
3. Disposal of Surplus Property
4. Municipal State Aid Street Designations
5. NSP Government Financing/Energy Loan and Rebate Program
6. Lawful Gambling License - Maplewood Athletic Association
7. Personal Service License - Sister Rosalind and Health East
8. Disposal of Old Financial Records
9. Deletion of Appropriation for Purchase of Property Adjacent to Community Center
10. Budget Change - Finance Department
11. Fire Department - Janitor Stipends

G. PUBLIC HEARINGS

1. 7:00 P.M.: Vomela (2354 English Street)
Tax-Exempt Financing Final Approval _____
Parking Lot Setback Variance _____
2. 7:15 P.M.: American Portable Telecom Monopole (English Street and Gervais Avenue)
Conditional Use Permit _____
Design Approval _____
3. 7:30 P.M.: National Tire Warehouse (White Bear Avenue)
Wetland Setback Variance _____
Conditional Use Permit _____
Design Approval _____

H. AWARD OF BIDS

1. Snowplows, Hitches and Wings _____

I. UNFINISHED BUSINESS

1. Brooks Fiber Optics Agreement _____
2. Ariel Street, 11th Ave. to Co. Rd. C,
Project 96-20, Feasibility Study and Schedule Public Hearing _____

J. NEW BUSINESS

1. Charitable Gambling Requests - Second Quarter 1997 _____
2. Contingency Request - Cleanup of Open Space North of Spoon Lake, West of Cypress _____
3. Recodification of Code _____
4. Police Department - Request for Computer Server _____
5. Consider AMM Board Nomination _____

K. VISITOR PRESENTATIONS

L. COUNCIL PRESENTATIONS

1. _____
2. _____
3. _____
4. _____

M. ADMINISTRATIVE PRESENTATIONS

1. _____
2. _____
3. _____

N. ADJOURNMENT

**COUNCIL/MANAGER WORKSHOP
OF THE
CITY OF MAPLEWOOD**

5:00 p.m. Monday, March 3, 1997
Maplewood, Room City Hall

MINUTES

A. CALL TO ORDER

The meeting was called to order by Mayor Bastian at 5:05 p.m.

B. ROLL CALL

Mayor Gary Bastian	Present	
Councilmember Sherry Allenspach	Present	
Councilmember Dale Carlson	Present	(arrived at 5:15 p.m.)
Councilmember Marvin Koppen	Present	
Councilmember George Rossbach	Present	

Others Present

City Manager Michael McGuire
City Clerk Karen Guilfoile
Community Development Director Melinda Coleman
Community Oriented Services Coordinator Colleen Dirkswager

C. APPROVAL OF AGENDA

Councilmember Rossbach requested that item (I1) be added: Golf Dome. Mayor Bastian requested the following items be added: (I2) Whistle Blowing; and (I3) Reading at Fire Departments. Councilmember Koppen requested item (I4) be added: Business Retention.

Mayor Bastian moved approval of the agenda as amended. The motion was seconded by Councilmember Rossbach and approved.

Ayes: All

D. DEPUTY REGISTRAR DEPARTMENT ENHANCEMENTS

City Manager McGuire briefed the Council on the history for enhancements to the deputy registrar work area and counter. Noting the focus on improving customer service and the improvements already evident with staffing. The next step in the process is improving the work stations. McGuire turned the floor over to City Clerk Guilfoile and Community Development Director Coleman for presentation.

Guilfoile covered the service counter area changes she would like to recommend for improving customer service. This included, signage, kiosk for information, a new counter for forms and a childrens area complete with fire engine. She explained the architectural changes proposed to increase efficiency in the registrar office space and recommended updates to computer hardware and software, cash handling equipment, and central filing system. Coleman reviewed specific specs for the lextreiver filing system. Coleman also covered the need for a combined set of "House Files".

The city clerk will find out more information about the following items: 1) State access on Saturdays; 2) wiring for a reader board in the lobby area; 3) a flip chart kiosk; 4) checking with the auditors about the person counting the receipts working at the counter; 5) imaging use; and 6) up-coming changes to state law on record retention. (with League of Minnesota Cities) This information and a more detailed cost analysis will be presented at the Council Meeting March 24, 1997.

E. RECODIFICATION

City Clerk Guilfoile presented a summary of the recodification process, the difficulty in use of the current code book and recommendations for improvements. Guilfoile also presented a cost analysis associated with the recodification process and updates. The cost associated with these updates will vary depending on the final recommendation by reviewers and specific city needs and services purchased.

City Clerk will provide the council with a list of the 37 owners of the current Code books.

F. COMMUNITY ORIENTED SERVICES UPDATE

Community Oriented Services Coordinator Dirkswager provided written update on activities and recommendations for short and long-term projects. The Mission Statement was revisited for council recommendation on shortening it. Dirkswager also provided information Alpha-Channel, an interactive data base accessible through the television and phone lines.

Council consensus was to go with the shorter version of the Mission Statement.

Dirkswager will check into getting the government channel schedule published for general public access. (eg. Maplewood in Motion or a local paper)

G. STAFF/COUNCIL WORKSHOP SUMMARY REVIEW

City Manager McGuire reviewed staff comments on the facilitator for the workshop. Council agreed it was time to find new ideas for team-building or personal development exercises for workshops/retreats.

H. CODE OF ETHICS

City Manager McGuire discussed the applicability of the Economic Interest Disclosure form received by the Ethical Practices Board. McGuire will check into other options.

I. OTHER BUSINESS

1. **Golf Dome** Councilmember Rossbach inquired about receipt of the land title. Community Development Director Coleman acknowledged receipt.
2. **Whistle Blowing** Mayor Bastian passed on this item.
3. **Reading at the Fire Stations** Mayor Bastian briefly shared his thoughts on a reading program for children. Individuals would volunteer their time to read to children at the fire stations during their lunch hour.

4. **Business Retention** Councilmember Koppen inquired about receipt of information from Kitty Rhoades with the suburban chamber. Staff will put together a plan for business retention to present at the April Council/Manager workshop.

J. FUTURE TOPICS

The list of future topics was skipped.

K. ADJOURNMENT

At 7:04 p.m.,

MINUTES OF MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, March 24, 1997
Council Chambers, Municipal Building
Meeting No. 97-06

A. CALL TO ORDER

A regular meeting of the City Council of Maplewood, Minnesota was held in the Council Chambers, Municipal Building, and was called to order at 7:00 P.M. by Mayor Bastian.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL:

Gary W. Bastian, Mayor	Present
Sherry Allenspach, Council member	Present
Dale H. Carlson, Council member	Present
Marvin C. Koppen, Council member	Present
George F. Rossbach, Council member	Present

D. APPROVAL OF MINUTES:

1. Minutes of Meeting 97-05, (March 10, 1997)

Councilmember Rossbach moved to approve the minutes of Meeting No. 97-05 (March 10, 1997) as presented.

Seconded by Councilmember Koppen

Ayes - Councilmembers Allenspach,
Carlson, Koppen, Rossbach
Nays - None
Abstain - Mayor Bastian

E. APPROVAL OF AGENDA:

Mayor Bastian moved to approve the Agenda as amended:

L1 Community Center
L2 Mayor's Update

Seconded by Councilmember Carlson

Ayes - all

EA. APPOINTMENTS/PRESENTATIONS

NONE

F. CONSENT AGENDA:

Councilmember Carlson moved, seconded by Councilmember Koppen; ayes - all, to approve the Consent Agenda, Items F-1 thru F-9, as recommended.

1. Approval of Claims

Approved the following claims:

<u>ACCOUNTS PAYABLE:</u>	\$ 62,824.93	Checks #7004-#7011 Dated 3-3-97 thru 3-5-97
	\$ 168,800.47	Checks #30594-#30696 Dated 3-11-97
	\$ 107,421.35	Checks #7012-#7020 Dated 3-7-97 thru 3-11-97
	\$ 139,803.01	Checks #30699-#30797 Dated 3-18-97
	\$ 478,849.76	Total Accounts Payable
<u>PAYROLL:</u>	\$ 298,096.73	Payroll Checks and Direct Deposits Dated 3-7-97
	\$ 49,771.08	Payroll Deduction Checks #57623-#57636 Dated 3-7-97
	\$ 347,867.81	Total Payroll
	\$ 826,717.57	GRAND TOTAL

2. Conditional Use Permit Review - Ramsey Co. Correctional Facility (297 Century Ave.)

Reviewed and renewed the Conditional Use Permit for the Ramsey County Correctional Facility, allowing operation of the correctional facility and plant nursery operations. The CUP will be reviewed again only if a problem arises or if major construction is proposed.

3. Community Design Review Board Rules of Procedure

Approved a change to the Community Design Review Board Rules of Procedure to change the meeting start time from 7:00 P.M. to 6:00 P.M.

4. Redesignation of Depositories for Investments

Adopted the following Resolution:

97 - 03 - 20

REDESIGNATION OF DEPOSITORIES FOR INVESTMENTS

BE IT RESOLVED, that the following be and hereby are selected as depositories for time deposits of the City of Maplewood:

Firststar Bank
Premier State Bank
First Bank
Norwest Bank
MidAmerica Bank

BE IT FURTHER RESOLVED, that the deposits in any of the above depositories shall not exceed the amount of F.D.I.C. or F.S.L.I.C. insurance covering such deposits unless collateral or a bond is furnished as additional security, and

BE IT FURTHER RESOLVED, that funds in the above depositories may be withdrawn and wire transferred to any other depository of the City by the request of the Finance Director, Assistant Finance Director or Accountants.

BE IT FURTHER RESOLVED, that these depository designations are effective until December 31, 1999.

5. Budget Change for Appraisal of Fire Stations

Authorized a \$600 transfer from the General Fund contingency account to finance an appraisal of the Parkside Fire Station and the East County Line Fire Station #1 for insurance purposes.

6. Purchase of Marked Patrol Vehicles

Authorized purchase of five 1997 marked patrol vehicles (three for the Patrol Division and two for the Paramedic Division) under the State of Minnesota Contract at a cost of \$19,776 each.

7. Nomination for "Fire Department Community Service Award"

Adopted the following Resolution:

97 - 03 - 21

NOMINATING MAPLEWOOD FIRE DEPARTMENT FOR
THE GOVERNOR'S COMMUNITY SERVICE AWARD

WHEREAS, the Great Minnesota Fire School is soliciting nominations for the Governor's Award for outstanding community service by a fire department.

WHEREAS, the Maplewood Fire Chief has submitted East county Line, Gladstone, and Parkside Fire Departments as Maplewood Fire Department.

WHEREAS, the members of each independent Fire Department has affirmed by individual vote to become a municipal Fire Department as of January 1, 1997, combining resources, talents and abilities in serving the citizens of Maplewood providing quality fire and emergency medical services.

THEREFORE, BE IT RESOLVED, the City Council of Maplewood supports the nomination of East County Line, Gladstone, and Parkside as Maplewood Fire Department for consideration of the Governor's Community Service Award.

8. JDV Assessment Resolution

Adopted a Stipulation of Settlement and the following Resolution reassessing Project 93-08 at a lower amount.

97 - 03 - 22

RE-ASSESSMENT OF PROJECT 93-08, STERLING-SCHALLER IMPROVEMENTS

WHEREAS, pursuant to proper notice duly given as required by law, the City Council met and heard and passed upon all objections to the proposed assessment for construction of Sterling Street/Schaller Drive Street and Utility Improvements, also known as Project No. 93-08, passed on August 12, 1996.

WHEREAS, the assessment appeal was duly scheduled in Ramsey County District Court on March 19, 1997 for pretrial 2:30 P.M.

WHEREAS, the City of Maplewood, a municipal corporation, and JDV Limited Partnership of Maplewood entered into a Stipulation of Settlement in order to avoid continued litigation and additional costs for a final determination of benefits.

WHEREAS, the City and JDV have agreed to a reassessment of Parcel, PIN No. 13-28-22-21-0022, in the amount of \$135,000, said amounts represent the following:

8.00 SAN SWR AT	\$3,675.000	EACH =	\$ 29,400.00
8.00 WATER AT	\$4,210.000	EACH =	\$ 33,680.00
23.00 STORM UNITS AT	\$ 525.000	EACH =	\$ 12,075.00
21.00 STREET AT	\$2,850.000	EACH =	\$ 59,845.00
TOTAL ASSESSMENT FOR THIS PARCEL IS		=	\$135,000.00

WHEREAS, the following assessment in the amount of \$150,900.00 is cancelled with respect to PIN No. 13-28-22-21-0022:

8.00 SAN SWR AT	\$3,675.000	EACH =	\$ 29,400.00
8.00 WATER AT	\$4,210.000	EACH =	\$ 33,680.00
23.00 STORM UNITS AT	\$ 525.000	EACH =	\$ 12,075.00
21.00 STREET AT	\$3,610.000	EACH =	\$ 75,745.00
TOTAL ASSESSMENT FOR THIS PARCEL IS		=	\$150,900.00

WHEREAS, JDV has waived, through Stipulation, the requirements for notice and hearing pursuant to Minn. Stat. §429.701, Subd. 2.

NOW, THEREFORE, be it resolved by the City Council of Maplewood, Minnesota as follows:

The City and JDV have agreed to a reassessment of parcel, PIN 13-28-22-21-0022, in the amount of \$135,000.00, said amounts represent the following:

8.00 SAN SWR AT	\$3,675.000	EACH =	\$ 29,400.00
8.00 WATER AT	\$4,210.000	EACH =	\$ 33,680.00
23.00 STORM UNITS AT	\$ 525.000	EACH =	\$ 12,075.00
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21.00 STREET AT	\$3,610.000	EACH =	\$ 75,745.00
TOTAL ASSESSMENT FOR THIS PARCEL IS		=	\$150,900.00

9. Charitable Gambling Resolution - Presentation B.V.M.

Adopted the following Resolution:

97 - 03 - 23

APPROVING CHARITABLE GAMBLING - PRESENTATION B.V.M.

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the premises permit for lawful gambling is approved for the Presentation of the Blessed Virgin Mary Church, to operate at 1725 E. Kennard Street, Maplewood, Minnesota.

FURTHERMORE, that the Maplewood City Council waives any objection to the timeliness of application for said permit as governed by Minn. Stat. §349.213.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minn. Stat. §349.213.

NOW, THEREFORE, BE IT FURTHER RESOLVED that this Resolution by the City Council of Maplewood, Minnesota, be forwarded to the Gambling Control Division for their approval.

G. PUBLIC HEARINGS

1. 7:00 P.M. (7:04 P.M.): Super America Store (11 Century Avenue South)
 - a. Mayor Bastian convened the meeting for a public hearing regarding a proposal to remove SA's fuel islands, fuel island canopy and convenience store and build a new facility.
 - b. Manager McGuire introduced the staff report.
 - c. Director of Community Development Coleman presented the specifics of the report.
 - d. Commissioner Barb Erickson presented the Planning Commission report.
 - e. Boardmember Tim Johnson presented the Community Design Review Board report.
 - f. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Michael Cronin, 8809 W. Bush Lake Road, representing Super America
Also introduced Sam VanTassel of Super America
and Sharon Rice, Store Manager at 11 Century Avenue South
Mark Erickson, Super America representative
 - g. Mayor Bastian closed the public hearing.

Conditional Use Permit

- h. Councilmember Carlson introduced the following Resolution and moved its adoption:

CONDITIONAL USE PERMIT RESOLUTION - SUPER AMERICA

WHEREAS, Super America Group, Inc. applied for a conditional use permit to enlarge their fuel station and convenience store.

WHEREAS, this permit applies to 11 Century Avenue South. The legal description is:

The Northerly 183 feet of the Easterly 183 feet of Northeast 1/4 of Southeast 1/4 of Section 1, Township 28, Range 22.

WHEREAS, the history of this conditional use permit is as follows:

1. On March 3, 1997, the Planning Commission recommended that the City Council approve this permit.
2. The City Council held a public hearing on March 24, 1997. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the above-described conditional use permit, because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
2. The proposed construction must be substantially started within one year of Council approval or the permit shall become null and void. The Council may extend this deadline for one year.
3. The City Council shall review this permit in one year.
4. The applicant shall work with City staff to improve the drainage along the north side of the site, including the sidewalk along Upper Afton Road.

Seconded by Councilmember Koppen

Ayes - all

Parking Reduction Authorization

- i. Councilmember Carlson moved to approve a parking-reduction waiver to allow 11 parking spaces (four fewer than the code requires) because:
 1. Most of the customers that would be in the store at a given time are fuel customers who would leave their cars at the pump islands.
 2. A reduction in the parking requirements is justified to improve this property.
 3. The applicant has agreed to have fuel deliveries to the store during non-peak store hours.

Seconded by Councilmember Koppen

Ayes - all

Design Approval

- j. Councilmember Carlson moved to approve the plans and building elevations date-stamped December 20, 1996, and the landscape plan date-stamped February 27, 1997, for the redevelopment of the Super America fuel station and convenience store at 11 Century Avenue South. The owner shall do the following:
 1. Repeat this review in two years if the City has not issued a building permit for this project.
 2. Install brick on the west elevation of the building to match the east and north elevations. The south elevation shall be brick to match the other elevations or concrete block. If it is concrete block, the owner must paint it to match the color of the brick.
 3. Submit the following for staff approval before the City issues a building permit:
 - a. Grading, drainage, utility and erosion control plans.
 - b. Plans for the design and placement of the trash enclosure.

- c. A revised site plan showing 10-foot-wide parking spaces and a handicap-parking space that is eight feet wide with an adjacent eight-foot-wide loading space.
 - d. Plans for screening the rooftop equipment.
4. Complete the following before occupying the building:
- a. Replace property irons that are removed because of this construction.
 - b. Restore and sod damaged boulevards.
 - c. Install reflectorized stop signs at both exits, a handicap-parking sign for each handicap-parking space and an address on the building.
 - d. Paint all rooftop mechanical equipment to match the uppermost part of the building. Screen all roof-mounted equipment visible from streets and adjacent property. (code requirement)
 - e. Construct a trash dumpster enclosure. The enclosures must match the building and have a closeable gate that extends to the ground.
 - f. Install and maintain an in-ground sprinkler system for all landscaped areas.
 - g. Post "no parking" signs in front of the building.
 - h. Stripe all parking spaces at a width of ten feet, except for the handicap space. The handicap parking space must be eight feet wide with an adjacent eight-foot-wide loading space.
5. If any required work is not done, the City may allow temporary occupancy if:
- a. The City determines that the work is not essential to the public health, safety or welfare.
 - b. The City receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 150% of the cost of the unfinished work.
6. All work shall follow the approved plans. The director of community development may approve minor changes.

Seconded by Councilmember Koppen

Ayes - all

H. AWARD OF BIDS

NONE

I. UNFINISHED BUSINESS

1. Zoning Code Changes - Commercial Property Study (Second Reading)(4 Votes)
 - a. Manager McGuire introduced the staff report.
 - b. Director of Community Development Coleman presented the specifics of the report.
 - c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
 - d. Councilmember Allenspach introduced the following Ordinance for second reading and moved its adoption:

ORDINANCE NO. 774

AN ORDINANCE OF THE CITY OF MAPLEWOOD, MINNESOTA, REVISING ARTICLE I OF CHAPTER 36 OF THE CITY CODE ABOUT LANDSCAPING AND SCREENING

The Maplewood City Council approves the following changes to the Maplewood Code of Ordinances:

Section 1. This section changes the following part of the Maplewood City Code:

Sec. 36-27. Landscaping and screening.

- (a) A landscaped and possible screened area not less than twenty (20) feet in width shall be provided where:
 - (1) A nonresidential use abuts a residentially-zoned or planned property.
 - (2) A multiple dwelling abuts a property zoned for single or double dwellings.

The community design review board (CDRB) shall require shrubs or trees in this area unless they deem it not appropriate.

[(b) and (c) remain unchanged.]

- (d) Screening may be satisfied with a screening fence. A screening fence shall be attractive, compatible with the principal building and surrounding land uses, at least six (6) feet in height, and provide a minimum opaqueness of eighty (80) percent. The City shall require landscaping, including trees and shrubs, with any screening fence unless the CDRB deems it not appropriate.

Section 2. This section changes the following part of the Maplewood City Code:

Sec. 36-28. Additional design standards.

[(a) and (b) remain unchanged.]

- (c) The developer of any project, other than single or double dwellings, shall do the following:

[(1) through (5) remain unchanged.]

- (6) Construct all buildings, except single- and two-family homes, with the following minimum setbacks:
 - a. Thirty (30) feet from a street right-of-way.

b. Fifty (50) feet from a residential lot line. This setback shall be increased up to one hundred (100) feet based on the more restrictive of the following requirements:

1. *Building height:* The building setbacks shall be increased two (2) feet for each one (1) foot the building exceeds twenty-five (25) feet in height.
2. *Exterior wall area:* Where an exterior wall faces a residentially-zoned property, the wall setback from the residential lot line shall be as follows:

Wall Area (square feet)	Minimum Setback (feet)
0 - 1999	50
2000 - 2999	75
3000 or more	100

[(7) through (14) remain unchanged.]

Section 3. The ordinance shall take effect after the City publishes it in the official newspaper.

Seconded by Councilmember Koppen

Ayes - all

e. Councilmember Allenspach introduced the following Ordinance for second reading and moved its adoption:

ORDINANCE NO. 775

AN ORDINANCE OF THE CITY OF MAPLEWOOD, MINNESOTA, REVISING DIVISION 7 OF ARTICLE II OF CHAPTER 36 OF THE CITY'S CODE OF ORDINANCES, SUBSECTION 36-151 ABOUT THE BUSINESS COMMERCIAL (BC) ZONING DISTRICT.

The Maplewood City Council approves the following changes to the Maplewood Code of Ordinances:

Section 1. This section changes the Maplewood City Code as follows:

Sec. 36-151. Uses.

(a) *Permitted Uses:* The City shall only permit the following uses by right:

- (1) A dwelling unit for one family in combination with a business use.
- (2) Hotel, motel or tourist cabins.
- (3) Retail or commercial rental activities, office, clinic, studio, bank, personal service, day care center, mortuary or funeral home, restaurant or on-sale liquor business (subject to license). All on sale liquor business not associated with a restaurant shall be at least three hundred fifty (350) feet from any property that the City is planning for residential use. All business, storage or display, except signs and parking, shall be in a closed building.

- (4) For motor vehicles, the following activities if not within three hundred fifty (350) feet of any property that the City is planning for residential use:
 - a. The sale or leasing of new motor vehicles.
 - b. The sale or leasing of new and used motor vehicles when all such activities are on the same property.
 - c. The rental of motor vehicles as an accessory use to the sale or leasing of new motor vehicles.
 - (5) Publishing, photocopying or printing establishment.
 - (6) Indoor theater.
 - (7) Laundry.
 - (8) Bakery or candy shop, which produces goods for on-premises retail sale.
 - (9) Parking lot as a principal use.
 - (10) Motor vehicle accessory installation center.
 - (11) CNG (compressed natural gas) or LPG (liquid petroleum gas) dispensing facilities. Tanks shall not exceed a water capacity of one thousand five hundred (1,500) gallons for those dispensing facilities whose primary purpose is to produce power and light for nonvehicle uses, such as at 3M, NSP's facility on Century Avenue, or for temporary use on construction sites. (Refer to the licensing requirements in Chapter 17.3.)
 - (12) CNG (compressed natural gas) or LPG (liquid petroleum gas) retail dispensing facilities-limited capacity. Tanks shall not exceed a water capacity of one thousand (1,000) gallons for dispensing facilities as an accessory use to a motor fuel station or convenience store, the primary purpose for which is the filling of LPG tanks for recreational vehicles, portable heaters and gas grills. These limited capacity dispensing facilities shall be at least three hundred fifty (350) feet from any property the City is planning for residential use.
 - (13) Check cashing business, if at least three hundred fifty feet (350) from any property the City is planning for residential use.
 - (14) Repair shop, except motor fuel stations or maintenance garages. All business, storage or display, except signs and parking, shall be in a closed building.
 - (15) Organized athletic activities, such as dance, physical fitness or karate, that are conducted indoors.
 - (16) Itinerant carnivals, subject to the licensing requirements in Chapter 6, Article VI.
 - (17) Any use that would be similar to any of the above uses, if it is not noxious or hazardous.
- (b) *Conditional Uses.* The following uses must have a conditional use permit:
- (1) All permitted uses in the R-3 district.
 - (2) Processing and distributing station for beverages.

- (3) Place of amusement, recreation or assembly, other than an indoor theater, indoor athletic activity or itinerant carnival.
- (4) The exterior storage, display, sale or distribution of goods or materials, but not including a junkyard, salvage automobile, or other wrecking yard. The City may require screening of such uses pursuant to the screening requirements of Clause 6(a).
- (5) For motor vehicles, the following activities if not within three hundred fifty (350) feet of any property that the City is planning for residential use:
 - a. The sale or leasing of used motor vehicles.
 - b. The storage or rental of motor vehicles.
- (6) Metal storage buildings, if the building meets the findings for a conditional use permit and the findings below:
 - a. No more than twenty (20) percent of the building would be visible from streets or the highest topographical point of the nearest residential lot lines.
 - b. The building would not be of lesser quality than the surrounding development. If the screening is removed or dies and the owner does not replace it, the City Council may require that the owner remove the building. If the value of the building exceeds twenty-five thousand dollars (\$25,000), the City Council shall allow a five-year amortization period.
- (7) Craftsman Shop.
- (8) Reserved.
- (9) Motor fuel stations, motor vehicle wash or maintenance garages, if they meet the findings for a conditional use permit and the findings below:
 - a. The setback of any overhead canopy shall be at least fifteen (15) feet from the street right-of-way line and five (5) feet from a nonresidential property line.
 - b. The setbacks to a residential lot line in Section 36-28(c)(6) shall include motor vehicle washes, fuel dispensers or canopies.
 - c. All parts of major motor fuel stations, motor vehicle washes or maintenance garages shall be at least three hundred fifty (350) feet from any property the City is planning for residential use.
 - d. No unlicensed or inoperable vehicles shall be stored on the premises for more than forty-eight (48) hours, except in storage areas that are fully screened from public view.
 - e. All trash, waste materials and obsolete parts shall be stored within an enclosed trash container.
 - f. All repair, assembly, disassembly and maintenance shall occur within an enclosed building, except minor maintenance. Minor maintenance shall include work such as tire replacement or inflation, adding oil or wiper fluid replacement.
 - g. The City must approve the location and type of outdoor storage in the conditional use permit.

- h. No parking space(s) shall be within the line of vision between self-service fuel dispensers and the attendant's window.
 - i. Noise from operations, including external speakers, shall not exceed the noise standards of the Minnesota Pollution Control Agency.
 - j. No motor fuel station or maintenance garage within three hundred fifty (350) feet of a residential lot line shall be operated between the hours of 11:00 p.m. and 6:00 a.m.
 - k. Fuel station dispenser islands, parking areas, and drives shall be screened from residential lot lines in conformance with Section 36-27(c) and Section 36-27(d).
 - l. Parking shall be limited to paved areas.
 - m. All new or replacement underground fuel storage tanks shall meet the standards of Minnesota Statutes and the standards of the Minnesota Pollution Control Agency. Such tanks shall also have a UL listing appropriate for their use. In addition, installation plans shall be submitted to the State Fire Marshal's office for approval.
 - n. There shall be leak detection equipment on all new and existing tanks according to U.S. Environmental Protection Agency (EPA) schedule deadlines. Leak detection facilities shall include electronic (in tank) monitoring equipment as well as manual daily measurement and recording of tank levels. Records of daily tank levels, fuel purchases and fuel sales shall always be available on site for inspection by the Fire Marshal.
 - o. Vents from an underground fuel storage tank(s) shall be two hundred (200) feet from a residential lot line. The City Council may approve a lesser setback if the developer can prove that the topography, or existing or proposed buildings will prevent fumes from reaching a residential lot line.
 - p. Motor vehicle washes shall be subject to the same conditions as stated for motor vehicle fuel stations, with the following additional conditions:
 - 1. Water from a motor vehicle wash shall not drain onto a public street or access. A drainage system shall be installed, subject to the approval of the City engineer.
 - 2. There shall be stacking space for at least four (4) vehicles.
- (10) Privately-owned mining or material recycling facility. The processing of recyclable materials shall be in an enclosed building and be at least three hundred fifty (350) feet from any property the City is planning for residential use.
- (11) Any use that would be similar to any of the above uses, if it is not noxious or hazardous.
- (12) Any building or outside use, except parking, that is within seventy-five (75) feet of a residential building.

- (13) Pawn shop if it is at least three hundred fifty (350) feet from any property the City is planning for residential use. All pawn shops and pawnbrokers are subject to City licensing as regulated in Section 22 of the City code.
- (14) Retail firearms sales if the business, store or shop is at least three hundred fifty (350) feet from any property the City is planning for residential use. All such businesses are subject to all applicable state and federal licenses.

Section 2. The ordinance shall take effect after the City publishes it in the official newspaper.

Seconded by Councilmember Koppen

Ayes - all

- f. Councilmember Allenspach introduced the following Ordinance for second reading and moved its adoption:

ORDINANCE NO. 776

AN ORDINANCE OF THE CITY OF MAPLEWOOD, MINNESOTA, REVISING DIVISION 9 OF ARTICLE II OF CHAPTER 36 OF THE CITY'S CODE OF ORDINANCES ABOUT THE LIGHT MANUFACTURING (M-1) ZONING DISTRICT.

The Maplewood City Council approves the following changes to the Maplewood Code of Ordinances:

Section 1. This section adds the following to the Maplewood City Code:

Sec. 36-186. Permitted Uses.

The City shall permit the following uses by right:

- (1) Any use listed as a permitted use in a BC (Business Commercial) District.
- (2) Wholesale business establishments.
- (3) Custom shop for making articles or products sold on the premises.
- (4) Plumbing, heating, air conditioning, glazing, painting, paper handling, roofing, ventilating and electrical contractors, blacksmith shop, carpentry, soldering or welding shop.
- (5) Bottling establishment.
- (6) Manufacturing, assembly or processing of:
 - a. Canvas and canvas products.
 - b. Clothing and other textile products.
 - c. Electrical equipment, appliances and supplies, except heavy electrical machinery.
 - d. Food products, except meat, poultry or fish.
 - e. Jewelry, clocks or watches.
 - f. Leather products.
 - g. Medical, dental, drafting equipment, optical goods.
 - h. Musical instruments.
 - i. Perfumes or pharmaceutical products, rubber products and synthetic treated fabrics.
 - j. Small products from the following previously prepared materials: cork, feathers, felt, fur, glass, hair, horn, paper, plastics or shells.

- (7) Carpet and rug cleaning.
- (8) Dyeing plant.
- (9) Laboratory, research, experimental or testing.
- (10) School.
- (11) Warehouse.
- (12) Accessory use on the same lot with and customarily incidental to any of the above permitted uses.
- (13) Adult Use Principal, Sexually-Oriented Businesses and Adult-Use Accessory subject to the requirements in Chapter 17.

Section 2. This section changes the Maplewood City Code as follows:

Sec. 36-187. Conditional Uses.

(a) The following uses must have a conditional use permit:

- (1) Any conditional use in the BC (Business Commercial) district, subject to the same conditions.
- (2) Any use of the same character as a permitted use in Section 36-186.
- (3) Trucking yard or terminal.
- (4) Privately-owned mining or material recycling facilities, if at least three hundred fifty (350) feet from any property the City is planning for residential use.

(b) No building or exterior use, except parking, may be erected, altered or conducted within three hundred fifty (350) feet of a residential district without a conditional use permit.

Section 3. The ordinance shall take effect after the City publishes it in the official newspaper.

Seconded by Councilmember Koppen

Ayes - all

g. Councilmember Allenspach introduced the following Ordinance for second reading and moved its adoption:

ORDINANCE NO. 777

AN ORDINANCE OF THE City OF MAPLEWOOD, MINNESOTA, REVISING THE CITY'S CODE OF ORDINANCES ABOUT CONDITIONAL USE PERMITS

The Maplewood City Council approves the following changes to the Maplewood Code of Ordinances:

Section 1. This section adds the following definition to the Maplewood City Code:

Sec. 36-6. Definitions.

Helistop. A place for one helicopter to land or take off, but does not include fueling or maintenance operations or facilities.

Section 2. This section changes the Maplewood City Code as follows:

Sec. 36-437. Conditional uses.

The City may issue conditional use permits for the following uses in any zoning district from which they are not permitted and not specifically prohibited:

- (1) Public utility, public service or public building uses.
- (2) Mining. (Refer to the requirements under Article IV of this chapter.)
- (3) Library, community center, state licensed day care or residential program (unless exempted by state law), church, hospital and a helistop as an accessory use to a hospital, any institution of any educational, philanthropic or charitable nature, cemetery, crematory or mausoleum.
- (4) An off-street parking lot as a principal use in a commercial or industrial zoning district.
- (5) Part of an apartment building for commercial use, intended for the building's residents, such as drugstore, beauty parlor, barbershop, medical office or similar use.
- (6) Planned unit developments (PUD).
- (7) Construction on an outlot.

Section 3. The ordinance shall take effect after the City publishes it in the official newspaper.

Seconded by Councilmember Koppen

Ayes - all

2. Lake Gervais Surface Water Regulations (Second Reading)(4 Votes)

- a. Manager McGuire introduced the staff report.
- b. Director of Community Development Coleman presented the specifics of the report.
- c. Councilmember Koppen introduced the following Ordinance for second reading and moved its adoption:

ORDINANCE NO. 778

AN ORDINANCE REGULATING THE SURFACE USE OF LAKE GERVAIS - CITY OF MAPLEWOOD

BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, STATE OF MINNESOTA, that these amendments following, by this act, hereby replace and nullify those like numbered clauses now existing and a part of the City of Maplewood Ordinance.

SECTION 1

This section changes Section 21.97(d) as follows:

No motorboat shall be operated in the City in the channels of the Phalen-Keller-Kohlman chain of lakes at a speed in excess of its slowest motor speed.

SECTION 2

Sec. 21-100. PURPOSE, INTENT AND APPLICATION.

As authorized by Minnesota Statutes 86B.201, 86B.205 and 459.20, and Minnesota Rules 611.3000-6110.3800 as now in effect and as hereafter amended, this Ordinance is enacted for the purpose and with the intent to control and regulate the use of the waters of Lake Gervais of the City of Maplewood, Minnesota, said body of water shared between the City of Little Canada and the City of Maplewood, to promote its fullest use and enjoyment by the public in general and the citizens of the City of Maplewood in particular; to ensure safety for persons and property in connection with the use of said waters; to harmonize and integrate the varying uses of said waters; and to promote the general health, safety and welfare of the citizens of the City of Maplewood, Minnesota.

MOTORBOATS AND OTHER MOTORIZED VEHICLES REGULATIONS

Sec. 21-101. MINNESOTA STATUTES. Minnesota statutes Chapter 84 and Chapter 86B and the rules promulgated thereunder are hereby adopted and made a part of this Ordinance.

Sec. 21-102. SLOW - NO WAKE ZONES. It shall be unlawful to operate a watercraft while exceeding slow - no wake speed:

- a. Within 150 feet of any shoreline, unless launching or landing a skier by the most direct route to open water.
- b. On the entire surface of Lake Gervais when the lake elevation exceeds 860.0 feet above mean sea level as measured by Ramsey County at the public access in Spoon Lake.

Such restrictions shall become effective upon publication in a local daily newspaper as a news item or on a specified date, whichever is later. All public and private water access ramps shall be posted prior to and during the time restrictions are in place. In addition, notice of said restrictions shall be posted at the Maplewood City Hall.

When high water levels have subsided and have remained below an elevation of 860.0 feet above mean sea level for three (3) consecutive days, said restrictions shall be promptly removed.

Sec. 21-103. BOAT LAUNCHING. No person shall launch or beach a watercraft other than at a designated public boat access, nor from private property without the owners permission.

Sec. 21-104. WINTER USE. No motorized vehicle may be operated at a speed in excess of 15 miles per hour within 150 feet of any shoreline, person, fish house or in any other area on the lake where the operation would conflict with or endanger other persons or property. No motorized vehicle may encroach upon any skating rink or sliding area which is located within 150 feet of any shoreline.

Sec. 21-105. ENFORCEMENT. The primary enforcement of this Ordinance shall be the responsibility of the Ramsey County Sheriff's Department.

Sec. 21-106. EXEMPTIONS. All authorized resource management, emergency and enforcement personnel, while acting in the performance of their assigned duties are exempt from the foregoing restrictions.

Sec. 21-107. NOTIFICATION. It shall be the responsibility of the City of Maplewood to provide for adequate notification of the public, which shall include the placement of a sign at each public access outlining essential elements of this ordinance.

Sec. 21-108. PENALTIES. Any person who shall violate any of the provisions of this Ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine of not more than seven hundred dollars (\$700.00) or by imprisonment of not more than ninety (90) days, or both.

Secs. 21-109 -- 110. Reserved.

SECTION 3

EFFECTIVE DATE. This Ordinance shall be in effect from and after the date of its passage and publication.

Seconded by Councilmember Carlson

Ayes - all

3. Use of Open Space - Lion's Club

- a. Manager McGuire introduced the staff report.
- b. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following persons were heard:

Claire Haider, 294 Roma Avenue, Roseville, North Maplewood Lions
George Ashton, 1732 Edward Street, North Maplewood Lions

- c. Councilmember Koppen moved to give the North Maplewood Lions the option of using the open space at Frost and English for one more year or starting the permitting process for using the south end of the Maplewood Community Center parking lot or Wakefield Park if scheduling permits. If the Lions use the Community Center parking lot or Wakefield Park, permission is given to install a temporary sign at the Frost and English location indicating that the Lions Club Annual Mother's Day Flower Sale has been moved to the Maplewood Community Center or to Wakefield Park+. Also stressed to the Lions that this would be the last year the open space at Frost and English could be used.

Seconded by Councilmember Rossbach

Ayes - Mayor Bastian, Councilmembers
Allenspach, Koppen, Rossbach
Nays - Councilmember Carlson

J. NEW BUSINESS

1. Public Comment on Block Grant Expenditures

- a. Manager McGuire introduced the staff report.
- b. Police Chief Ryan presented the specifics of the report.
- c. Mayor Bastian moved to approve the proposed expenditures.

Seconded by Councilmember Carlson

Ayes - all

2. Knollwood Circle Preliminary Plat Review (Cypress Street and County Road C)
 - a. Manager McGuire introduced the staff report.
 - b. Director of Community Development Coleman presented the specifics of the report.
 - c. Commissioner Barb Erickson presented the Planning Commission report.
 - d. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
 - e. Councilmember Carlson moved to end the Knollwood Circle Addition preliminary plat approval, because:
 1. Government regulations and policies have changed significantly since the City first approved this preliminary plat.
 2. More than eight years have passed since the City held a public hearing on this plat. There may be new neighbors near the plat site. They should have a chance to comment on the plans to develop this property.
 3. There has been no physical activity to develop this plat.
 4. Mr. Pat Goff of Goff Homes, the developer of the site, did not request a time extension for the project.

Ending this preliminary plat does not mean that the City is against the development of this property. The City will consider future development applications for this property based on the standards in effect at the time of a new application.

Seconded by Councilmember Rossbach

Ayes - all

3. In-Fill Development Study

- a. Manager McGuire introduced the staff report.
- b. Director of Community Development Coleman presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
- d. Councilmember Koppen moved to approve first reading of an ordinance revising Subsection 36-69 (lot dimensions) and Section 30 (Subdivisions) of the City Code.

Seconded by Councilmember Carlson

Ayes - all

- e. Councilmember Koppen moved to approve first reading of an ordinance revising Subsections 36-438, 36-440, 36-441, 36-442, and 36-443 about conditional use permits and planned unit developments.

Seconded by Councilmember Carlson

Ayes - all

- f. Councilmember Koppen moved to approve the following administrative policy about neighborhood meetings:

ADMINISTRATIVE POLICY

NEIGHBORHOOD MEETINGS

Applicants for development proposals which are located adjacent to or within a residential zoning district shall hold a neighborhood meeting for the following applications: preliminary plat, conditional use permit, planned unit development, rezoning or multiple applications.

STATEMENT OF POLICY

PURPOSE

It is the City's intent to expand and enhance the dissemination of information to the residents of the City and to encourage involvement by the residents in the planning process. Therefore it is the applicant's responsibility to hold a neighborhood meeting that meets the guidelines described in the following paragraphs.

PROCEDURES AND GUIDELINES

1. The applicant shall schedule the meeting, send out notices/invitations* at least 10 days before the meeting. Meetings shall be scheduled Monday through Thursday evenings after 6 p.m. and not on an evening preceding a holiday and not on Halloween. The applicant shall host the meeting and present the project for questions and answers.
2. The meeting shall be held after the City has accepted the application but before the planning commission meeting on the application.
3. Notices/invitations to the neighborhood meeting shall be sent to those names and addresses listed on the public hearing notice list (within 500 feet of the subject property, obtained from Ramsey County).
4. A representative from the City will be present at the meeting as an observer and to be available for city-related questions.
5. The applicant shall make available a complete description of the request, including copies of printed materials and maps, where appropriate.
6. City staff will provide the schedule of dates for planning commission and City Council meetings, if known.
7. When the meeting notice is mailed to adjacent property owners, a copy of the invitation shall also be sent to the members of the planning staff, planning commissions and City Council. Please contact the Maplewood Community Development Department (770-4560) for the current member rosters.

MINIMUM INFORMATION TO BE INCLUDED IN MEETING NOTICE

Name of applicant, contact person, address and phone number

Proposed development name

Property location description (location map)

Describe proposed project and application request

Meeting time, day and location

Provide a copy of notice to:

All property owners within 500 feet
City staff
All City Council and planning commission members

It is suggested that a location map and a copy of the proposed development plan be provided with the meeting notice/invitation. Also, additional copies of the development plans should be available at the meeting.

Thank you for your cooperation in this matter.

Seconded by Councilmember Carlson

Ayes - all

4. Gervais Avenue Improvements, Project 96-02

- a. Manager McGuire introduced the staff report.
- b. Director of Public Works Haider presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
- d. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 25

ACCEPTANCE OF BIDS FOR PREPARATION OF ASSESSMENT ROLL
CITY PROJECT 96-02 - LANDSCAPE IMPROVEMENTS

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of Minnesota Valley Landscape in the amount of \$19,670.50 is the lowest responsible bid for the construction of Landscape Improvements on Gervais Avenue, Barclay Street to Kennard Street, City Project 96-02, and the Mayor and Clerk are hereby authorized and directed to accept said bid for and on behalf of the City for the purposes of preparing an assessment roll.

Seconded by Councilmember Koppen

Ayes - all

- e. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 26

ACCEPTANCE OF BIDS FOR PREPARATION OF ASSESSMENT ROLL
CITY PROJECT 96-02 - STREET AND UTILITY IMPROVEMENTS

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of T. A. Schifsky and Sons, Inc. in the amount of \$369,727.25 is the lowest responsible bid for the construction of Street and utility Improvements on Gervais Avenue, Barclay Street to Kennard Street, City Project 96-02, and the Mayor and Clerk are hereby authorized and directed to accept said bid for and on behalf of the City for the purposes of preparing an assessment roll.

Seconded by Councilmember Koppen

Ayes - all

- f. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 27

ORDERING PREPARATION OF ASSESSMENT ROLL - CITY PROJECT 96-02

WHEREAS, the City Clerk and City Engineer have received bids for the improvement of Gervais Avenue Street and Utility Improvements, City Project 96-02.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the City Clerk and City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land abutting on the streets affected, without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in the City office for inspection.

FURTHER, the Clerk shall, upon completion of such proposed assessment notify the Council thereof.

Seconded by Councilmember Koppen

Ayes - all

- g. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 28

ORDERING ASSESSMENT ROLL HEARING - CITY PROJECT 96-02

WHEREAS, the Clerk and the Engineer have, at the direction of the Council, prepared an assessment roll for the construction of Gervais Avenue, Barclay Street to Kennard Street, City Project 96-02, and the said assessment is on file in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

1. A hearing shall be held on the 28th day of April, 1997, at the City Hall at 7:00 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper, at least two weeks prior to the hearing, and to mail notices to the owners of all property affected by said assessment.
3. The notice of hearing shall state the date, time and place of hearing, the general nature of the improvement the area to be assessed, that the proposed assessment roll is on file with the Clerk and that written or oral objections will be considered.

Seconded by Councilmember Koppen

Ayes - all

5. Arcade Street Improvements, Project 96-22

a. Manager McGuire introduced the staff report.

b. Director of Public Works Haider presented the specifics of the report.

- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.

Accept Bids

- d. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 29

ACCEPTANCE OF BIDS FOR PREPARATION OF ASSESSMENT ROLL - CITY PROJECT 96-22

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of Ryan Contracting, Inc. in the amount of \$884,219.20 is the lowest responsible bid for the construction of Arcade Street, Keller Parkway to LaBore Road, Street and Utility Improvements, City Project 96-22, and the Mayor and Clerk are hereby authorized and directed to accept said bid for and on behalf of the City for the purposes of preparing an assessment roll.

Seconded by Councilmember Allenspach Ayes - all

Order Assessment Roll

- e. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 30

ORDERING PREPARATION OF ASSESSMENT ROLL - CITY PROJECT 96-22

WHEREAS, the City Clerk and City Engineer have received bids for the improvement of Arcade Street, Keller Parkway to LaBore Road, Street and Utility Improvements, City Project 96-22.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the City Clerk and City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land abutting on the streets affected, without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in the City office for inspection.

FURTHER, the Clerk shall, upon completion of such proposed assessment notify the Council thereof.

Seconded by Councilmember Allenspach Ayes - all

Set Assessment Hearing

- f. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 03 - 31

ORDERING ASSESSMENT ROLL HEARING - CITY PROJECT 96-22

WHEREAS, the Clerk and the Engineer have, at the direction of the Council, prepared an assessment roll for the construction of Arcade Street, Keller Parkway to LaBore Road, City Project 96-22, and the said assessment is on file in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

1. A hearing shall be held on the 28th day of April, 1997, at the City Hall at 7:30 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper, at least two weeks prior to the hearing, and to mail notices to the owners of all property affected by said assessment.
3. The notice of hearing shall state the date, time and place of hearing, the general nature of the improvement the area to be assessed, that the proposed assessment roll is on file with the Clerk and that written or oral objections will be considered.

Seconded by Councilmember Allenspach Ayes - all

6. Brooks Fiber Properties Agreement

- a. Manager McGuire introduced the staff report.
- b. City Attorney Patrick Kelly presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following person was heard:

Carl Marshall, 425 Woodsmill Road S., St. Louis, MO,
representing Brooks Fiber Properties

- d. Councilmember Koppen moved to table this item until the April 14, 1997 Council meeting in order to obtain further information.

Seconded by Councilmember Carlson Ayes - all

K. VISITOR PRESENTATIONS

NONE

L. COUNCIL PRESENTATIONS

1. Maplewood Community Center
 - a. Councilmember Koppen requested this topic be placed on the Agenda for discussion at the Council/Manager Workshop on April 7, 1997.
2. Mayor's Update
 - a. Mayor Bastian informed the Council of various invitations and upcoming meetings.
 - b. Mayor Bastian stated the Cable Commission is returning unused franchise funds to the City of Maplewood.

M. ADMINISTRATIVE PRESENTATIONS

NONE

N. ADJOURNMENT

8:58 P.M.

Karen Guilfoile, City Clerk

AGENDA REPORT

TO: City Council
 FROM: Finance Director *R. O. O'Neil*
 RE: **APPROVAL OF CLAIMS**
 DATE: April 4, 1997

Attached is a listing of paid bills for informational purposes. The City Manager has reviewed the bills and authorized payment in accordance with City Council approved policies.

ACCOUNTS
PAYABLE:

\$34,703.73	Checks #7021 thru #7025 dated 3-13-97 thru 3-18-97
\$310,754.82	Checks #30802 thru #30913 dated 3-25-97
\$97,389.58	Checks #7026 thru #7036 dated 3-21-97 thru 3-27-97
\$224,377.99	Checks #30916 thru #31041 dated 4-1-97
\$50,923.99	Checks #7037 thru #7042 dated 3-31-97 thru 4-1-97
\$70,905.50	Checks #31044 thru #31138 dated 4-8-97
\$789,055.61	Total Accounts Payable

PAYROLL:

\$50,923.99	Payroll Checks and Direct Deposits dated 4-4-97
\$46,873.38	Payroll Deduction check dated 4-4-97
\$97,797.37	Total Payroll

\$886,852.98 GRAND TOTAL

Attached is a detailed listing of these claims.

rb
 Attachments

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
7021	03/13/97	470775	LITTLE CEASERS PIZZA	PIZZAS FOR DARE PROGRAM	38.28	38.28
7022	03/14/97	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	422.00	422.00
7023	03/14/97	541440	MINN. STATE TREASURER STAX	JAN SURTAX JAN SURTAX	1,598.41 31.96-	1,566.45
7024	03/18/97	540880	MINN. DEPT. OF REVENUE	SALES TAX PAYABLE SALES TAX PBL. OUT OF STATE SALES TAX PAYABLE	4.00 457.00 5,450.00	5,911.00
7025	03/18/97	531660	METROPOLITAN COUNCIL	FEB SAC FEB SAC	26,700.00 267.00-	26,433.00
30802	03/25/97		ANN MITCHELL	REFUND - MAPLE SAP PROGRAM	4.00	4.00
30803	03/25/97		PATRICIA A WOLLER	REFUND - SOFTBALL REGISTRATION	150.00	150.00
30804	03/25/97		SABINE BARKER	REFUND-YOUTH FLOOR HOCKEY	15.34	15.34
30805	03/25/97		NANCY FOX	REFUND OF PROGRAM FEES	75.00	75.00
30806	03/25/97		SCOTT TRIERWEILER	REFUND - DAY CAMP	25.00	25.00
30807	03/25/97		TIM QUAYLE	REFUND - BIKE CAMP	25.00	25.00
30808	03/25/97		MCQUILLAN BROS PLUMB & HTG	REFUND OF CONTRACTOR LIC	97.00	97.00
30809	03/25/97		TASTE OF INDIA	REFUND FOR SUNDAY LIQUOR LIC	200.00	200.00
30810	03/25/97		HEALTH PARTNERS	REFUND - AMB 9621837	453.28	453.28
30811	03/25/97		DOROTHY FOLEY	REFUND AMB 701089	338.85	338.85
30812	03/25/97		THE WESTWIND GROUP OF MINN	REFUND-FALS ALARM BURG1226	65.00	65.00
30813	03/25/97		HELEN KNAPP	REFUND - AMB 9611077	52.20	52.20
30814	03/25/97		CINDY O'CONNOR	REFUND - KARATE	16.00	16.00
30815	03/25/97	010230	A.J. SCHAAKE COMPANY	ENG ON FLASHLIGHTS	25.50	25.50
30816	03/25/97	010300	A.M. LEONARD INC.	BAR, PLANTING 37"	120.53	120.53
30817	03/25/97	020410	AIRTOUCH CELLULAR	CELLULAR PHONE SERVICE	66.89	66.89
30818	03/25/97	020700	ALL GOALS	NET HOOK	200.00	200.00
30819	03/25/97	020870	ALLIED MEDICAL ACCOUNT CONTROL	COMMISSIONS-COLL AGENCY SERV	311.58	311.58
30820	03/25/97	021200	AMERICAN FASTENER OF MN, INC.	1/4 x 1/4 x 18 FEM	47.26	47.26

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
30821	03/25/97	021465	AMERICAN RED CROSS	MANIKIN RENTAL	96.30	96.30
30822	03/25/97	030640	ANDON INC.	PROGRAM SUPPLIES	61.93	61.93
30823	03/25/97	030660	ANIMAL CONTROL SERVICES, INC.	ANIMAL CONTROL SERVICES	469.74	469.74
30824	03/25/97	050600	AUTO GLASS SPECIALISTS, INC.	REPAIR/REPLACE WINDSHIELD 9905	279.14	279.14
30825	03/25/97	070180	BECKER ARENA PRODUCTS, INC.	Hockey goal & net	635.81	635.81
30826	03/25/97	080925	BOARD OF WATER COMMISSIONERS	UTILITIES 1902 UTILITIES 1830 UTILITIES 2501 UTILITIES 63 UTILITIES 1845 UTILITEIS 2100	16.40 37.72 8.20 4.92 9.24 852.85	929.33
30827	03/25/97	081250	BRAD RAGAN INC.	FLAT TIRE/PUMPING FLUID	2,248.40	2,248.40
30828	03/25/97	110080	C.D.P. IMAGING SYSTEMS	COPIES LEASE (80%) COPIES LEASE(20%)	193.10 48.28	241.38
30829	03/25/97	110095	CP LIMITED	PROPERTY RENTAL - WATER MAIN	500.00	500.00
30830	03/25/97	130245	CHAFIN CONSTRUCTION BULLETIN	BID ADVERTISEMENT	439.60	439.60
30831	03/25/97	131600	CITY ENGINEERS ASSOC. OF MN	SUBSCRIPTIONS & MEMBERSHIPS	40.00	40.00
30832	03/25/97	150250	COLOR TILE	SUPPLIES - EQUIPMENT	174.14	174.14
30833	03/25/97	170650	D & D HAULING	RUBBISH REMOVAL	42.40	42.40
30834	03/25/97	180985	DANKO EMERGENCY EQUIPMENT CO.	FIRE FIGHTER EQUIPMENT	70.20	70.20
30835	03/25/97	181852	DAVIS LOCK & SAFE	SAFE REPAIR LOCK	64.50	64.50
30836	03/25/97	230900	DANKA OFFICE IMAGING CO.	DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS	172.53 9.10 103.42 232.18 141.79 92.11 315.67 162.94 113.67	1,343.41
30837	03/25/97	240375	EMERGENCY APPARATUS MAINT.	NEW SHOCKS IN MEDIC 2	296.68	296.68
30838	03/25/97	240700	EMSAR MIDWEST	REPAIR PULSE OX METER	65.00	65.00
30839	03/25/97	260400	FAUST, DANIEL	REG FEE FOR CFI TO LEG. BODY	125.00	125.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
30840	03/25/97	260650	FIRE ENGINEERING	SUBSCRIPTION TO FIRE ENG	28.50	28.50
30841	03/25/97	270300	FLOR, TIM	LUNCH AT MEDIC SCHOOL	16.26	
				LUNCH/DINNER - MEDIC SCHOOL	29.44	
				LUNCH AT MEDIC SCHOOL	24.89	
				LUNCH AT MEDIC SCHOOL	25.76	96.35
30842	03/25/97	300500	G & K SERVICES	UNIFORMS & CLOTHING	5.62	
				SUPPLIES - JANITORIAL	5.69	
				UNIFORMS & CLOTHING	5.72	
				SUPPLIES - JANITORIAL	7.19	
				UNIFORMS & CLOTHING	5.99	
				MATS	37.78	
				TOWELS	5.06	
				UNIFORMS & CLOTHING	13.86	
				TOWELS	5.86	
				3-10-97 UNIFORM	72.81	
				3/10/97 UNIFORM	43.77	
				3/10/97 UNIFORM	25.03	
				UNIFORMS & CLOTHING	60.18	
				UNIFORMS & CLOTHING	72.81	
				UNIFORMS & CLOTHING	50.16	
				UNIFORMS & CLOTHING	25.03	442.56
30843	03/25/97	300900	GFOA	GFOA BASIC MEMEBERSHIP	195.00	195.00
30844	03/25/97	301075	GAMETIME	28" LEXAN BUBBLE	102.67	102.67
30845	03/25/97	301275	WALTER M. GEISSLER	ASSESSMENT SOFTWARE	61.25	61.25
30846	03/25/97	301285	GEMPLER'S, INC.	SHRAKE TOOL	201.90	201.90
30847	03/25/97	302915	GLIDDEN COMPANY	SUPPLIES - EQUIPMENT	209.80	209.80
30848	03/25/97	310650	GOPHER DISPOSAL	FEB 1997 RECYCLING	12,394.98	12,394.98
30849	03/25/97	310710	GOPHER STATE ONE-CALL, INC.	FEB 97 SVC	80.50	80.50
30850	03/25/97	310850	GOVERNMENT TRAINING SERVICE	REG. FOR BEYOND BASIC WKSHOP	89.00	89.00
30851	03/25/97	340600	HENNEPIN TECHNICAL COLLEGE	FIRE FIGHTER TRAINING	93.40	93.40
30852	03/25/97	380860	IMPERIAL, INC.	AIR HOSE	117.22	117.22
30853	03/25/97	391930	INTOXIMETERS	SUPPLIES - EQUIPMENT	218.35	218.35
30854	03/25/97	401250	JIM HATCH SALES CO.	SUPPLIES - VEHICLE	1,135.77	1,135.77
30855	03/25/97	410310	KARIS, FLINT	LUNCH - BCA SCHOOL	8.00	8.00
30856	03/25/97	410370	KATH	FUEL - PARKSIDE	48.25	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				FUEL PARKSIDE	24.93	
				FUEL - PARKSIDE	18.88	
				SUPPLIES - VEHICLE	21.25	
				SUPPLIES - VEHICLE	40.98	
				SUPPLIES - VEHICLE	12.73	167.02
30857	03/25/97	420150	KINKOS' INC	PICTURES FOR PRESENT AT COUNIL	23.52	23.52
30858	03/25/97	430300	KNOWLAN'S	PROGRAM SUPPLIES	16.94	16.94
30859	03/25/97	430350	KNOX LUMBER CO #212	FALM GRIP SANDER	56.30	
				MAINTENANCE MATERIALS	5.54	
				MAINTENANCE MATERIALS	5.56	
				MAINTENANCE MATERIALS	5.54	
				MAINTENANCE MATERIALS	40.13	113.07
30860	03/25/97	440800	KUSTOM SIGNALS, INC.	Signals for sqads	4,581.62	4,581.62
30861	03/25/97	460550	LEARNING RESOURCES NETWORK	FINANCIAL HANDBOOK	195.00	195.00
30862	03/25/97	470700	LILLIE SUBURBAN NEWSPAPERS	EMPL ADS. ASST TO CITY MGR	490.10	490.10
30863	03/25/97	510500	MAPLEWOOD BAKERY	COOKIES FOR ELECTION	55.94	55.94
30864	03/25/97	511711	MATRX MEDICAL, INC.	SUPPLIES - EQUIPMENT	87.58	87.58
30865	03/25/97	511750	MAUTZ PAINT CO.	MAINTENANCE MATERIALS	57.54	57.54
30866	03/25/97	531650	METROPOLITAN COUNCIL	APRIL SEWER SERVICE	201,344.00	201,344.00
30867	03/25/97	532551	MICROFLEX MEDICAL	CASES LARGE GLOVES	223.50	223.50
30868	03/25/97	532560	MICRON ELECTRONICS, INC	PC-MAPLEWOOD MALL SECURITY OFF	1,727.97	1,727.97
30869	03/25/97	540660	MINNAQUA PROGRAM	FEES FOR SERVICE	30.00	30.00
30870	03/25/97	550250	MN COMM POLICING INSTITUTE	TRAVEL & TRAINING	157.00	157.00
30871	03/25/97	570050	MOBILE EMERGENCY SYSTEMS, INC.	REPAIR & MAINT/VEHICLE	1,472.00	
				REPAIR & MAINT/VEHICLE	135.00	1,607.00
30872	03/25/97	570112	MOORE BUSINESS PRODUCTS DIV	SUPPLIES - OFFICE	401.95	
				SUPPLIES - OFFICE	1,883.55	
				SUPPLIES - OFFICE	713.76	
				SUPPLIES - OFFICE	108.20	
				SUPPLIES - OFFICE	623.58	
				SUPPLIES - OFFICE	367.61	
				SUPPLIES - OFFICE	556.62	
				SUPPLIES - OFFICE	158.16	
				SUPPLIES - OFFICE	283.15	
				SUPPLIES - OFFICE	1,105.62	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				SUPPLIES - OFFICE	549.71	
				SUPPLIES - OFFICE	399.50	7,151.41
30873	03/25/97	630005	NAAB SALES CORPORATION	6444 NEW ED JAWS IV 55 TON	8,534.69	8,534.69
30874	03/25/97	630758	NATIONAL LAW ENFORCEMENT	SEMINAR FEE	250.00	250.00
30875	03/25/97	660800	NORTH ST. PAUL CITY OF	UTILITIES 1902	1,287.80	
				UTILITIES 2100	218.29	
				UTILITIES	208.39	
				UTILITIES	178.05	1,892.53
30876	03/25/97	661181	NORTHERN AIRGAS	MEDICAL OXYGEN AND NAIDUSOXDE	253.11	253.11
30877	03/25/97	661755	NORTHERN STATES POWER	UTILITIES	1,208.70	
				UTILITIES 220	3.14	
				UTILITIES 2501	4.71	
				UTILITIES 2741	3.14	
				UTILITIES 1177	3,604.90	
				UTILITIES 2501	1,116.01	
				UTILITIES 1830	1,379.09	
				UTILITIES 1830	7,658.89	
				UTILITIES 63	7.30	
				UTILITIES 1810	718.79	
				UTILITIES 2001	291.07	
				UTILITIES 1080	170.45	
				UTILITIES 2740	39.42	16,202.61
30878	03/25/97	690425	DLSTEN STAFFING SERVICES, INC	TEMP DATA ENTRY OPERATOR	718.88	718.88
30879	03/25/97	691150	ONE HOUR MOTO PHOTO	FILM PROCESSING	16.39	
				FILM PROCESSING	13.91	
				PICTURES FOR REMODELING PROJ.	6.66	
				PICTURES FOR REMODELING PROJ.	4.73	
				FILM PROCESSING	2.62	
				FILM PROCESSING	6.66	50.97
30880	03/25/97	700870	PARAGON CABLE	FEES FOR SERVICE	101.12	101.12
30881	03/25/97	710100	FEAT MARWICK	FEES FOR SERVICE	4,000.00	4,000.00
30882	03/25/97	711100	PETERSON, BELL, CONVERSE & JEN	NEG. OF MERGER AGRMT MPWD&DAKD	558.00	558.00
30883	03/25/97	720760	PRECISION BUSINESS SYSTEMS	FAX RIBBONS #8R2254	199.56	
				FAX RIBBONS #8R2254	66.52	266.08
30884	03/25/97	722300	PUMP AND METER SERVICE, INC.	SERVICE/REPAIR	241.07	241.07
30885	03/25/97	741200	RAINBOW FOODS	PROGRAM SUPPLIES	55.15	
				LUNCHES-CIVIL SERV COMM HEAR	58.22	
				ROLLS/COOKIES-CIVIL SERV COMM	12.83	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				COOKIES - DARE	73.51	
				BIRTHDAY CANDLES	14.81	214.52
30886	03/25/97	741300	RAMSEY CLINIC	FEES FOR SERVICE	397.00	397.00
30887	03/25/97	741600	RAMSEY COUNTY	DATA PROCESSING SERV JAN 1997	3.80	
				DATA PROCESSING SERV JAN 1997	211.45	
				DATA PROCESSING SERV JAN 1997	10.31	
				DATA PROCESSING SERV JAN 1997	205.26	
				ELECTION POST CARDS	82.08	512.90
30888	03/25/97	742150	RAMSEY COUNTY PARKS & REC.	RENTAL OF RAMSEY CO SNOWMOBILE	535.00	535.00
30889	03/25/97	761200	ROAD RESCUE, INC.	LIGHT LENSE FOR AMBULANCE	18.00	18.00
30890	03/25/97	780300	S&T OFFICE PRODUCTS INC.	SUPPLIES - OFFICE	118.23	
				SUPPLIES - OFFICE	367.65	
				SUPPLIES - OFFICE	100.99	
				SUPPLIES - OFFICE	35.50	
				SUPPLIES - OFFICE	35.53	
				SUPPLIES - OFFICE	10.38	
				SUPPLIES - OFFICE	5.54	
				SUPPLIES - OFFICE	62.17	735.99
30891	03/25/97	780375	SRF CONSULTING GROUP, INC.	Engineering Services	4,175.27	4,175.27
30892	03/25/97	780460	SAFETY KLEEN CORP	SVC PARTS WASHER	256.13	256.13
30893	03/25/97	780618	SANDY'S SEWING DEN	REPAIR OF FIRE FIGHTER UNIFORM	20.18	20.18
30894	03/25/97	800200	SENSIBLE LAND USE COALITION	PROGRAM	25.00	25.00
30895	03/25/97	830775	SOUTH ST PAUL STEEL CO., INC.	PIPE	207.99	207.99
30896	03/25/97	840405	ST. PAUL, CITY OF	CRIME LAB SVC	40.00	
				93-02	48.02	
				94-04	48.02	
				93-08	144.05	
				93-19	1,124.08	
				94-02	162.08	
				94-07	195.10	
				94-08	252.12	
				94-10	48.02	
				94-12	289.00	
				95-05	123.22	
				95-06	72.03	
				95-17	589.58	
				96-01	1,676.31	
				96-01	1,417.77	
				96-03	48.02	
				96-09	1,127.79	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				96-14	845.49	8,250.70
30897	03/25/97	840800	ST.PAUL RAMSEY MEDICAL CENTER	MEDICATIONS & EQUIPMENT	2,713.26	2,713.26
30898	03/25/97	843200	STEFFEN, SCOTT	MEALS - BCA TRAINING	16.69	16.69
30899	03/25/97	843300	STEICHENS	SOFTBALLS SOFTBALLS USE TAX	1,847.89 1,800.00 222.64-	3,425.25
30900	03/25/97	843537	STRATUS COMPUTER, INC.	MODEL 80 COMP SYS UPGRADE	8,079.50	8,079.50
30901	03/25/97	850305	SUBURBAN FLOOR STORE	MAINTENANCE MATERIALS	40.95	40.95
30902	03/25/97	860650	TARGET STORES-CSA A/R	FEES FOR SERVICE	6.38	6.38
30903	03/25/97	861685	THOMALLA, DAVID	MEALS - BCA TRAINING	15.81	15.81
30904	03/25/97	871175	TOM'S MOBILE SERVICE	FUEL & OIL	21.15	21.15
30905	03/25/97	881250	TWIN CITIES MUSIC & ARTS	JULY 4 BAND TO PERFORM 7-10 PM	1,200.00	1,200.00
30906	03/25/97	881700	TWIN CITY GARAGE DOOR CO.	PNEUMATIC HOSE	128.90	128.90
30907	03/25/97	890500	UHC MANAGEMENT COMPANY, INC.	EMP ASSIST SERV - 3RD QTR	12.51	
				EMP ASSIST SERV - 3RD QTR	7.50	
				EMP ASSIST SERV - 3RD QTR	7.50	
				EMP ASSIST SERV - 3RD QTR	5.01	
				EMP ASSIST SERV - 3RD QTR	22.52	
				EMP ASSIST SERV - 3RD QTR	20.02	
				EMP ASSIST SERV - 3RD QTR	155.16	
				EMP ASSIST SERV - 3RD QTR	5.01	
				EMP ASSIST SERV - 3RD QTR	55.06	
				EMP ASSIST SERV - 3RD QTR	7.51	
				EMP ASSIST SERV - 3RD QTR	20.02	
				EMP ASSIST SERV - 3RD QTR	10.01	
				EMP ASSIST SERV - 3RD QTR	12.51	
				EMP ASSIST SERV - 3RD QTR	5.01	
				EMP ASSIST SERV - 3RD QTR	5.01	
				EMP ASSIST SERV - 3RD QTR	2.50	
				EMP ASSIST SERV - 3RD QTR	2.50	
				EMP ASSIST SERV - 3RD QTR	2.50	
				EMP ASSIST SERV - 3RD QTR	7.51	
				EMP ASSIST SERV - 3RD QTR	15.02	
				EMP ASSIST SERV - 3RD QTR	35.04	
				EMP ASSIST SERV - 3RD QTR	25.03	
				EMP ASSIST SERV - 3RD QTR	25.03	
				EMP ASSIST SERV - 3RD QTR	5.01	
				EMP ASSIST SERV - 3RD QTR	2.50	473.00
30908	03/25/97	890910	U.S. WEST DIRECT	DIRECTORY ADVERTISING - MAR	71.60	71.60

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
30909	03/25/97	890979	UNITED WASTE SYSTEM OF MN	TRASH PICKUP	27.80	27.80
30910	03/25/97	911600	VIKING SAFETY PRODUCTS	MAINTENANCE MATERIALS	113.85	113.85
30911	03/25/97	920600	VORWERK, ROBERT E.	CLOTHING REIMBURSEMENT	327.09	327.09
30912	03/25/97	931300	WALSH, WILLIAM P.	COMMERCIAL PLUMBING PLUMBING	160.00 200.00 200.00-	160.00
30913	03/25/97	950095	WOLVERINES CLASSIC JAZZ ORCHES	Concert payment (for 3-13)	1,600.00	1,600.00
TOTAL CHECKS						345,125.55

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
7026	03/21/97	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	389.00	389.00
7027	03/21/97	541440	MINN. STATE TREASURER STAX	FEB SURTAX FEB SURTAX RETAINER	1,301.71 26.03	1,275.68
7028	03/24/97	662251	NORWEST BANK MINNESOTA, N.A.	F.I.C.A. PAYABLE FEDERAL INCOME TAXES PAYABLE FICA CONTRIBUTIONS	15,229.95 30,706.34 15,229.95	61,166.24
7029	03/24/97	943500	WISCONSIN DEPT. OF REVENUE	STATE INCOME TAX PAYABLE	681.29	681.29
7030	03/24/97	341706	HERITAGE BANK	US SAVINGS BONDS	500.00	500.00
7031	03/24/97	550150	MM BENEFIT ASSOCIATION	MARCH PREMIUM	97.32	97.32
7032	03/25/97	722200	P.E.R.A.	PERA DEDUCTION PAYABLE PERA CONTRIBUTIONS	16.00 16.00	32.00
7033	03/25/97	722200	P.E.R.A.	PERA DEDUCTION PAYABLE PERA CONTRIBUTIONS	14,006.66 17,799.79	31,806.45
7034	03/27/97	700450	PERA	APRIL PREMIUM	321.00	321.00
7035	03/27/97	900274	UNITED WAY OF THE ST. PAUL	UNITED WAY DEDUCTIONS PAYABLE	825.60	825.60
7036	03/27/97	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	295.00	295.00
30916	04/01/97		SCOTT LEVERENZ	REFUND ROOM RENTAL	24.33	24.33
30917	04/01/97		PAUL KNIVSLAND	REFUND ROOM RENTAL	175.00	175.00
30918	04/01/97		TIMOTHY STEPAN	REFUND SOFTBALL DEPOSIT	24.00	24.00
30919	04/01/97		CORINNE E. STRUB	REFUND SOFTBALL DEPOSIT	30.00	30.00
30920	04/01/97		ANDREW STRUB	REFUND SOFTBALL DEPOSIT	35.00	35.00
30921	04/01/97		TIM HICKEY	REFUND SOFTBALL DEPOSIT	150.00	150.00
30922	04/01/97		BOB STRUB	REFUND SOFTBALL DEPOSIT	61.00	61.00
30923	04/01/97		JOANNE BENTZLIN	REFUND YOUTH BASKETBALL	37.00	37.00
30924	04/01/97		ST PAUL COUNCIL OF CHURCHES	REFUND GROUP ADMISSIONS	13.50	13.50
30925	04/01/97		HIGHLAND CATHOLIC SCHOOL INC	REFUND GROUP ADMISSIONS	4.05	4.05
30926	04/01/97		MAUREEN WOLFGAM	REFUND SWIM LESSONS	32.00	32.00
30927	04/01/97		HELEN LAMBERT	REFUND DAILY PASSES	27.00	27.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
30928	04/01/97		KATHLEEN CROMBIE	REFUND MEMBERSHIP	119.18	119.18
30929	04/01/97		JAN LEMKE	REFUND SPINNING PUNCH CARD	55.00	55.00
30930	04/01/97	010080	9-1-1 MAGAZINE	SUBSCRIPTIONS & MEMBERSHIPS	45.95	45.95
30931	04/01/97	010160	A.A.R.P.	55 ALIVE	120.00	120.00
30932	04/01/97	010464	A T & T WIRELESS SERVICES	TELEPHONE	67.41	
				TELEPHONE	53.46	
				TELEPHONE	26.22	
				TELEPHONE	173.50	
				TELEPHONE	37.32	
				TELEPHONE	47.94	405.90
30933	04/01/97	010465	A T & T	PAGER SERVICES	35.81	
				TELEPHONE	5.67	
				DIGITAL PAGER	10.37	51.85
30934	04/01/97	010485	ABRA AUTO BODY & GLASS (MPLWD)	REPAIR & MAINT/VEHICLE -Squad car	1,860.21	1,860.21
30935	04/01/97	010575	ACE HARDWARE	SUPPLIES - OFFICE	19.15	19.15
30936	04/01/97	010850	ADVANCE ACCEPTANCE CORPORATION	LATE FEES	25.96	
				SPINNING BIKE LEASE	519.17	
				SPINNING BIKE LEASE	519.17	1,064.30
30937	04/01/97	021250	AMERICAN LINEN SUPPLY	MAT SERVICE	22.47	
				MAT SERVICE	15.98	
				MAT SERVICE	22.47	
				MAT SERVICE	27.07	
				MAT SERVICE	15.98	
				MAT SERVICE	22.47	
				MAT SERVICE	25.88	152.32
30938	04/01/97	030300	ANACOMP U.S. GROUP	SUPPLIES - OFFICE	143.29	143.29
30939	04/01/97	030660	ANIMAL CONTROL SERVICES, INC.	FEES FOR SERVICE	542.00	542.00
30940	04/01/97	030870	APACHE PRINT, INC.	POSTCARDS -Comm. Ctr. Mailing	3,029.80	3,029.80
30941	04/01/97	060100	BCA/TRAINING & DEVELOPMENT	COMMUNICATIONS I KARIS	80.00	
				COMMUNICATIONS II KARIS	40.00	
				COMMUNICATIONS II STEFFEN	40.00	160.00
30942	04/01/97	070440	BELDEN PIANO SERVICE	PIANO TUNING	50.00	50.00
30943	04/01/97	071200	BEST BUY CO.	2 PHONES FOR THE 2 FAX COPIES	42.58	42.58
30944	04/01/97	080925	BOARD OF WATER COMMISSIONERS	1530 UTILITIES	4.92	4.92

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
30945	04/01/97	081150	BOHL, JOHN	PROGRAM SUPPLIES	35.00	35.00
30946	04/01/97	081208	BOWMAN, DON	FEEES FOR SERVICE	356.50	356.50
30947	04/01/97	091270	BROWN'S ICE CREAM CO.	MDSE. FOR RESALE MDSE. FOR RESALE	72.25 81.25	153.50
30948	04/01/97	110295	CANVAS PRODUCTS & PREPAIR	MEDIC SUPPLIES I.V. ARM BOARDS	336.00	336.00
30949	04/01/97	110325	CAPITOL COMMUNICAITON	RADIO REPLACEMENT EQUIP. REPAIRS & MTNCE./EQUIPMENT	5,220.36 15.00	5,235.36
30950	04/01/97	120515	CENTRAL STORES	SUPPLIES - OFFICE	155.70	155.70
30951	04/01/97	120520	CENTURY BOOKSTORE	TRAVEL & TRAINING	212.70	212.70
30952	04/01/97	130245	CHAPIN CONSTRUCTION BULLETIN	ADVERTISEMENT	42.00	42.00
30953	04/01/97	130535	CHEMSEARCH	BLUE STREAK	107.20	107.20
30954	04/01/97	131100	CHIPPEWA SPRINGS LTD	WATER SERVICES	349.27	349.27
30955	04/01/97	140460	COBRA RESOURCES, INC.	1997 COBRA GUIDE	105.95	105.95
30956	04/01/97	150250	COLOR TILE	TILE FOR FLOOR CARPET/INSTALLATION AS PER QUOTE OF 2/3/97 INCLUDING TAX	22.29 222.96 222.96 222.95	691.16
30957	04/01/97	151360	COMPUMASTER	628-1046 USING WIN 95 SPC EDIT 628-1066 WIN 95 REG. & CUSTOMI	39.70 39.70	79.40
30958	04/01/97	170900	D & D TOWING SERVICE INC.	TOW FOR SQUAD 9941	31.95	31.95
30959	04/01/97	180100	D.C.A., INC.	DENTAL CLAIM CHECKS 3/20/97	5,112.95	5,112.95
30960	04/01/97	181440	DATA COMM CONNECTION, INC	CABLE EXTENSION 15-20' HRS LABOR	5.33 210.00	215.33
30961	04/01/97	190200	DENNISON LIGHTING, INC.	LIGHTING UPGRADE LIGHTING & CIRCUIT REPAIR	18,092.62 483.00	18,575.62
30962	04/01/97	200525	DICK BLICK	36" FRAME 24" FRAME GLASS SALES TAX PBL. OUT OF STATE	28.40 20.40 31.98 5.25	86.03
30963	04/01/97	231805	ELECTRICAL CONCEPTS INC	400 WATT LOW BAY LIGHT FIXTURE	195.27	195.27
30964	04/01/97	240700	EMSAR MIDWEST	FUTURE CAPITAL - Medic Equipment	1,500.00	1,500.00

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
30965	04/01/97	250060	ENGRAPHICS, INC.	SIGNS FOR PHONE SYSTEM	21.04	21.04
30966	04/01/97	260250	FACILITY SYSTEMS, INC.	EQUIP - OFFICE EQUIP - OFFICE	8,192.00 1,050.00	9,242.00
30967	04/01/97	260290	FARMER BROS. CO.	COFFEE MDSE. FOR RESALE	71.10 296.53	367.63
30968	04/01/97	260450	FEED-RITE CONTROLS INC.	CHEMICALS CHEMICALS CHEMICALS	1,013.75 1,508.12 15.86	2,537.73
30969	04/01/97	300500	G & K SERVICES	UNIFORMS & CLOTHING UNIFORMS & CLOTHING UNIFORMS & CLOTHING	72.81 50.16 25.03	148.00
30970	04/01/97	301500	GENERAL MUSIC INC.	SUPPLIES - EQUIPMENT	239.49	239.49
30971	04/01/97	302900	GLENWOOD INGLEWOOD	WATER SERVICE	110.25	110.25
30972	04/01/97	302935	GLOBAL EQUIPMENT CO	PALLET GRABBER	62.75	62.75
30973	04/01/97	310200	GOODIN COMPANY	11/2 WELD ELL'S	66.83	66.83
30974	04/01/97	340110	HEJNY RENTALS, INC	TORCH RENTAL	37.79	37.79
30975	04/01/97	350190	HIGH MOUNTAIN PRESS, INC.	BOOKS	50.45	50.45
30976	04/01/97	380300	I.I.M.C.	CONF REGISTRATION - L BEHM	405.00	405.00
30977	04/01/97	401450	JOHN E. REID & ASSOC.	TRAINING FEES FOR BOHL & THIEN	750.00	750.00
30978	04/01/97	410280	KAR PRODUCTS	MISC HARDWARE SUPPLIES	132.61	132.61
30979	04/01/97	410370	KATH	SUPPLIES - VEHICLE	10.14	10.14
30980	04/01/97	410500	KENNEDY TRANSMISSION	REPAIR & MAINT/VEHICLE	791.78	791.78
30981	04/01/97	440100	KREMER SPRING & ALIGNMENT	REPAIR & MAINT/VEHICLE	1,217.53	1,217.53
30982	04/01/97	450110	L.M.C.I.T.	WORKERS COMPENSATION INS.	27,798.25	27,798.25
30983	04/01/97	450120	L.M.C.I.T.	INSURANCE quarterly premium	42,876.00	42,876.00
30984	04/01/97	460000	LE, L. SHERRIE	NPFLRA CONFERENCE EXPENSES	532.64	532.64
30985	04/01/97	490500	LUNDSTEN, LANCE	M.S.S.A. MEETING	5.00	5.00
30986	04/01/97	500800	M.T.I. DISTRIBUTING CO.	SUPPLIES - VEHICLE	476.50	476.50
30987	04/01/97	501570	MAIER STEWART & ASSOC., INC.	PROJECT 96-17	710.23	

CITY OF MAPLEWOOD
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VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				PROJECT 96-17	654.32	
				PROJECT 96-17	227.87	1,592.42
30988	04/01/97	510100	MAPLE LEAF OFFICIALS ASSN.	PAYMENT FOR VOLLEYBALL OFFICIA	2,293.50	2,293.50
30989	04/01/97	510500	MAPLEWOOD BAKERY	BIRTHDAY CAKES	142.00	
				BIRTHDAY CAKES	143.50	285.50
30990	04/01/97	511600	MASYS CORP	FEES FOR SERVICE	225.00	
				FEES FOR SERVICE	150.00	
				REPAIRS & MTNCE./EQUIPMENT	223.78	598.78
30991	04/01/97	511750	MAUTZ PAINT CO.	PAINT	103.32	
				PAINT	2.46	105.78
30992	04/01/97	520500	MCGUIRE, MICHAEL	VEHICLE ALLOWANCE	450.00	450.00
30993	04/01/97	530500	MENARDS	MAINTENANCE MATERIALS	12.43	
				MAINTENANCE MATERIALS	4.50	16.93
30994	04/01/97	530560	MERIT CHEVROLET	26054726 SWITCH	209.27	209.27
30995	04/01/97	540175	MIDWEST COCA-COLA BOTTLING CO.	MDSE. FOR RESALE	485.75	
				MDSE. FOR RESALE	660.50	1,146.25
30996	04/01/97	550100	MN/S.C.I.A.	SUBSCRIPTIONS & MEMBERSHIPS	18.00	18.00
30997	04/01/97	610330	MUNICIPAL LEGISLATIVE COMM.	SUBSCRIPTIONS & MEMBERSHIPS	10,040.00	
				TRAVEL & TRAINING	258.91	10,318.91
30998	04/01/97	660105	NORTH HIGH POLAR PRINTS	ADVERTISEMENT	175.00	175.00
30999	04/01/97	661108	NORTH STAR WIPER & INDUSTRIAL	SMALL TOOLS	63.90	
				COFFEE CUP	234.30	298.20
31000	04/01/97	661181	NORTHERN AIRGAS	FEES FOR SERVICE	76.63	
				MEDICAL OXYGEN	125.59	202.22
31001	04/01/97	661755	NORTHERN STATES POWER	1677 UTILITIES	78.96	
				2516 UTILITIES	9.04	
				2701 UTILITIES	9.04	
				2725 UTILITIES	125.47	
				63 UTILITIES	263.35	
				2100 UTILITIES	28,283.15	28,769.01
31002	04/01/97	661760	NORTHERN STATES POWER	REPAIRS & MTNCE./EQUIPMENT	200.00	200.00
31003	04/01/97	681151	OFFICEMAX	SUPPLIES - EQUIPMENT	15.96	
				SUPPLIES - OFFICE	41.74	57.70
31004	04/01/97	692800	OXYGEN SERVICE	ACETYLENE TORCH W/ACCESSORIES	548.54	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				ACETYLENE TORCH W/ACCESSORIES	102.01	650.55
31005	04/01/97	700675	PAKOY, GENE	FEEES FOR SERVICE	5,336.92	
				DEFERRED REVENUE-HTG.PERMIT	6,671.15	
				HEATING	6,671.15-	5,336.92
31006	04/01/97	700735	PALMA, STEVEN I.	PROGRAM SUPPLIES	35.00	35.00
31007	04/01/97	700800	PAPER WAREHOUSE, INC.	PROGRAM SUPPLIES	58.44	58.44
31008	04/01/97	710105	PECK, DENNIS	PUBLISHING	30.00	30.00
31009	04/01/97	712260	POOLSIDE	SPA GASKET	10.60	10.60
31010	04/01/97	720600	POSTMASTER	POSTAGE	32.00	32.00
31011	04/01/97	721170	PRO FLOOR INC.	REPAIR & MAINT/BUILDINGS	80.00	80.00
31012	04/01/97	741200	RAINBOW FOODS	PROGRAM SUPPLIES	39.92	
				PROGRAM SUPPLIES	15.83	55.75
31013	04/01/97	741310	RAMSEY CLINIC ASSOCIATES	RECERTIFICATION OF EMT TRAININ	300.00	300.00
31014	04/01/97	741600	RAMSEY COUNTY	INTERACTIVE	1.75	
				BE TELEPROCESSING PD	186.10	
				BE TELEPROCESSING Y8	5.58	
				DEC USAGE (EMAIL ACETS)	202.58	396.01
31015	04/01/97	750550	REINHART INSTITUTIONAL FOODS	MDSE. FOR RESALE	430.55	
				MDSE. FOR RESALE	393.25	823.80
31016	04/01/97	751450	RITZ CAMERA	PHOTO PROCESSING REPRINT	7.97	7.97
31017	04/01/97	780190	S&S ARTS & CRAFTS	PROGRAM SUPPLIES	114.49	114.49
31018	04/01/97	780300	S&T OFFICE PRODUCTS INC.	SUPPLIES - OFFICE	154.73	
				SUPPLIES - OFFICE	11.60	
				SUPPLIES - OFFICE	78.35	
				SUPPLIES - OFFICE	55.35-	189.33
31019	04/01/97	780365	SPS OFFICE PRODUCTS, INC.	SPS OFFICE PRODUCTS	5,330.00	
				SPS OFFICE PRODUCTS	3,772.10	9,102.10
31020	04/01/97	780375	SRF CONSULTING GROUP, INC.	PROJECT 89-21	1,006.11	1,006.11
31021	04/01/97	780600	SAM'S CLUB DIRECT	A/R - POP MACHINE	279.12	
				PROGRAM SUPPLIES	70.95	
				PROGRAM SUPPLIES	58.30	
				STORAGE RACKS R+R	439.77	848.14
31022	04/01/97	800075	SEARS	SUPPLIES - EQUIPMENT	34.06	34.06

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VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
31023	04/01/97	820115	SIGN SOLUTIONS, INC.	CAST BRONZE LETTER & INSTALL	135.40	135.40
31024	04/01/97	820129	SIGNS BY NORTHLAND	NAME PLATES	68.90	68.90
31025	04/01/97	843537	STRATUS COMPUTER, INC.	POLICE SYS NW&SW MTNCE MARCH97	1,145.00	1,145.00
31026	04/01/97	850325	SUNRAY AUTO PARTS	SUPPLIES - VEHICLE	98.91	98.91
31027	04/01/97	850670	SUPERIOR FORD	1997 CROWN VICTERIA	19,510.00	19,510.00
31028	04/01/97	851575	SYSTEMS SUPPLY, INC.	SUPPLIES - OFFICE	52.08	
				SUPPLIES - OFFICE	95.47	
				SUPPLIES - OFFICE	232.09	
				SUPPLIES - OFFICE	171.21	
				REPAIRS & MTNCE./EQUIPMENT	112.59	
				SUPPLIES - OFFICE	221.84	892.30
31029	04/01/97	860650	TARGET STORES-CSA A/R	CLOCK & BATTERIES	52.86	52.86
31030	04/01/97	860725	TAYLOR TECHNOLOGIES, INC.	HOURS PHONE SUPPORT	120.00	120.00
31031	04/01/97	861660	THE JEFFREY GROUP	PUBLISHING	1,137.20	1,137.20
31032	04/01/97	862668	TICKET STOP, INC.	PROGRAM SUPPLIES	69.95	69.95
31033	04/01/97	880305	TRANSMEDIC	TRAINING SEMINAR	25.00	25.00
31034	04/01/97	901300	UPPER MIDWEST SALES CO.	SUPPLIES - JANITORIAL	531.67	
				SUPPLIES - JANITORIAL	360.94	
				SUPPLIES - JANITORIAL	496.68	1,389.29
31035	04/01/97	910500	VASKO RUBBISH REMOVAL	FEES FOR SERVICE	330.76	
				FEES FOR SERVICE	230.82	561.58
31036	04/01/97	911600	VIKING SAFETY PRODUCTS	GLOVES	90.00	90.00
31037	04/01/97	912100	VIRTUE PRINTING	BUSINESS CARDS	56.23	
				BUSINESS CARDS	112.48	
				BUSINESS CARDS	28.12	196.83
31038	04/01/97	931300	WALSH, WILLIAM P.	COMMERCIAL PLUMB INSPECTIONS	164.00	
				COMMERCIAL PLUMB INSPECTIONS	205.00	
				COMMERCIAL PLUMB INSPECTIONS	205.00	164.00
31039	04/01/97	940700	WESCO DISTRIBUTION, INC.	MOTOR	71.40	71.40
31040	04/01/97	941485	WHITE BEAR CERAMIC TILE CO.	TILE KIT FLOOR CITY HALL	195.00	195.00
31041	04/01/97	941550	WHITE PINE GRAPHICS, INC.	COMM CTR MAILER	2,670.00	2,670.00
				TOTAL CHECKS		321,767.57

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
7037	03/31/97	081235	BOY SCOUTS OF AMERICA	MEMBERSHIP DUES - CADETS	133.00	133.00
7038	04/01/97	330680	HEALTHPARTNERS	HCMA DEDUCTION PAY HEALTH-LIFE-DENTAL INS. A/R INSURANCE CONTINUANCE	3,458.16 14,353.41 1,611.12	19,422.69
7039	04/01/97	530100	MEDICA CHOICE	HCMA DEDUCTION PAY HEALTH-LIFE-DENTAL INS. A/R INSURANCE CONTINUANCE	3,502.70 20,338.85 3,186.00	27,027.55
7040	04/01/97	551100	MN MUTUAL LIFE INSURANCE	HCMA DEDUCTION PAY LIFE INSURANCE PAYABLE HEALTH-LIFE-DENTAL INS. A/R INSURANCE CONTINUANCE	298.10 833.58 840.19 98.84	2,070.71
7041	04/01/97	180100	D.C.A., INC.	APRIL ADM FEE	402.30	402.30
7042	04/01/97	280200	FORTIS BENEFITS INSURANCE CO.	L.T.D. INSURANCE	1,867.74	1,867.74
31044	04/08/97		SCOTT M LECY	REFUND BLDG 31440 REFUND BLDG 31440	500.00 250.00	750.00
31045	04/08/97		HEIDI KOLLING	REFUND SUMMER SOFTBALL REG	150.00	150.00
31046	04/08/97		SABINE BARKER	REF WESLEY REF KYLE	15.34	15.34
31047	04/08/97		MARY STERZINGER	REF FOR DUP PMT ACCT612007	419.04	419.04
31048	04/08/97		MOUNDS PARK ACADEMY	GROUP REFUND	20.00	20.00
31049	04/08/97		INDIANHEAD COUNCIL	GROUP REFUND	150.00	150.00
31050	04/08/97		STILLWATER AREA SCHOOLS	GROUP REFUND	48.60	48.60
31051	04/08/97	010463	A T & T	TELEPHONE A/R - PERSONAL PHONE CALLS	104.40 68.96	173.36
31052	04/08/97	010464	A T & T WIRELESS SERVICES	TELEPHONE TELEPHONE TELEPHONE TELEPHONE	18.46 159.83 76.58 21.78	276.65
31053	04/08/97	010465	A T & T	TELEPHONE TELEPHONE TELEPHONE TELEPHONE	79.84 35.81 35.81 23.28	174.76
31054	04/08/97	010469	A T & T WIRELESS SERVICES	MOTOROLA CARRY PHONE	201.29	201.29
31055	04/08/97	010480	AAGARD ENVIRONMENTAL SERVICES	TRASH REMOVAL	166.52	166.52

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
31056	04/08/97	010575	ACE HARDWARE	MAINTENANCE MATERIALS SUPPLIES - EQUIPMENT	445.99 444.39	890.38
31057	04/08/97	020410	AIRTOUCH CELLULAR	TELEPHONE CELLULAR PHONE CELLULAR PHONE TELEPHONE TELEPHONE CELLULAR PHONE CELLULAR PHONE	115.06 102.71 1.42 9.30 28.14 268.38 290.75	812.92
31058	04/08/97	030660	ANIMAL CONTROL SERVICES, INC.	ANIMAL CONTROL	737.02	737.02
31059	04/08/97	042200	ASSOCIATED BUREAUS, INC.	PRIMARY LTR PROGRAM FEES	52.00	52.00
31060	04/08/97	060100	BCA/TRAINING & DEVELOPMENT	TRAINING REG FEE - BECKER TRAINING REG FEE - STEFFEN TRAINING REG FEE - THOMALLA	160.00 160.00 160.00	480.00
31061	04/08/97	060355	BT OFFICE PRODUCTS INTL	FLOOR PROTECTOR MAT FLOOR	87.82	87.82
31062	04/08/97	061479	BARNES, KEVIN	STONEY LONESOME CONCERT	2,632.00	2,632.00
31063	04/08/97	071200	BEST BUY CO.	FAX MODEM PARALLEL PTR CABLES	159.75 23.40	183.15
31064	04/08/97	080925	BOARD OF WATER COMMISSIONERS	UTILITIES 2659	31.16	31.16
31065	04/08/97	091270	BROWN'S ICE CREAM CO.	MDSE. FOR RESALE MDSE. FOR RESALE	69.95 93.30	163.25
31066	04/08/97	110295	CANVAS PRODUCTS & PREPAIR	ARM BOARDS	336.00	336.00
31067	04/08/97	110390	CAPITOL RUBBER STAMP COMPANY	RUBBER STAMPS USE TAX	33.02 2.02	31.00
31068	04/08/97	110470	CARLE, JEANETTE	VEHICLE ALLOWANCE	5.60	5.60
31069	04/08/97	110850	CATCO	SUPPLIES - VEHICLE	222.20	222.20
31070	04/08/97	131734	CLARK, DAVID H	RFR OF OPTICOM TRAFFIC CONTROL	62.60	62.60
31071	04/08/97	140700	COLEMAN, MELINDA	REIMBURSEMENT - AIRFARE	359.00	359.00
31072	04/08/97	180985	DANKO EMERGENCY EQUIPMENT CO.	GLOVES, AXE HANDLER, BUNKE BT	464.85	464.85
31073	04/08/97	220510	DYSTHE, KJIRSTEN	NORVOLD SISTERS CONCERT	696.00	696.00
31074	04/08/97	230225	E.K.QUEHL	EMS REPORTS	200.43	200.43
31075	04/08/97	260290	FARMER BROS. CO.	MDSE. FOR RESALE	31.17	31.17

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
31076	04/08/97	300500	G & K SERVICES	MAT SERVICE	35.95	
				UNIFORMS & CLOTHING	29.85	
				SUPPLIES - JANITORIAL	25.88	
				UNIFORMS & CLOTHING	18.82	
				JANITORIAL SUPPLIES	7.80	
				MAT SERVICE	7.22	
				JANITORIAL SUPPLIES	29.63	
				MAT SERVICE	22.43	
				UNIFORMS & CLOTHING	18.82	
				JANITORIAL SUPPLIES	7.80	
				MAT SERVICE	7.22	
				UNIFORMS & CLOTHING	79.65	291.07
31077	04/08/97	301070	GALL'S, INC.	RFR FIREBEAM LIGHT	61.98	61.98
31078	04/08/97	301350	GENERAL BINDING CORPORATION	BINDERS TYPE COVERS	486.27	486.27
31079	04/08/97	301650	GENERAL OFFICE PRODUCT	CHAIRS & WORK TABLE	213.00	213.00
31080	04/08/97	310200	GOODIN COMPANY	WELD ELLS	16.71	
				WELD ELLS	183.79	200.50
31081	04/08/97	320265	GRAFIX SHOPPE	RFR & MAINT/VEHICLE	553.73	
				GRAPHIC KIT FOR SQUAD 942	157.62	
				GRAPHIC KIT FOR SQUAD 941	320.19	1,031.54
31082	04/08/97	320266	GRAINGER	MOTOR	95.00	
				ALLEN WENCH SET	30.56	
				DRINKING FOUNTAIN REGULATOR	34.07	159.63
31083	04/08/97	320300	GREEN VALUE NURSERY	BALES STRAW	11.03	11.03
31084	04/08/97	330150	KEVIN HALWEG	REIMBURSE OF TUITION/BOOKS	428.33	428.33
31085	04/08/97	330255	HANK'S SPECIALATIES, INC.	CERAMIC TILES	107.36	107.36
31086	04/08/97	340600	HENNEPIN TECHNICAL COLLEGE	FIRE FIGHTER TRAINING II	373.60	373.60
31087	04/08/97	370076	HUGHES & COSTELLO	RETAINER FEE	4,750.00	
				APRIL LEGAL SERVICES	1,046.86	5,796.86
31088	04/08/97	380865	INDELCO PLASTICS CORP.	PVC CHECK VALVE	108.93	108.93
31089	04/08/97	390104	INDEPENDENT SCHOOL DIST. #622	POSTERS	37.50	
				FLYER	44.54	
				POSTCARD	68.68	
				BROCHURES FOR NATURE CTR	276.67	427.39
31090	04/08/97	400980	JERABEK'S BAKERIES	POP FOR EARTH DAY PARTY	40.00	40.00
31091	04/08/97	410280	KAR PRODUCTS	MAINTENANCE MATERIALS	245.55	245.55

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
31092	04/08/97	410370	KATH	DRIVING LIGHTS FOR ENGINE 174	49.98	
				FUEL PUMP	20.86	
				MAINTENANCE MATERIALS	15.98	
				FLASHER	21.85	
				SUPPLIES - VEHICLE	73.67	182.34
31093	04/08/97	440800	KUSTOM SIGNALS, INC.	LASER LENS COVER	15.11	15.11
31094	04/08/97	490640	LUSE, BILL	CARICATURIST	70.00	70.00
31095	04/08/97	500300	M.A. ASSOCIATES	PRESSURE WASHER RPR PARTS	89.24	89.24
31096	04/08/97	510500	MAPLEWOOD BAKERY	BIRTHDAY CAKE	13.75	
				BIRTHDAY CAKE	13.75	
				BIRTHDAY CAKE	13.75	
				BIRTHDAY CAKE	13.75	
				MDSE. FOR RESALE	850.85	905.85
31097	04/08/97	511800	MAXIM TECHNOLOGIES, INC.	PROJECT 96-02	1,480.00	1,480.00
31098	04/08/97	530210	MEDICODE INC.	BOOKS	61.52	
				USE TAX	3.57	57.95
31099	04/08/97	530500	MENARDS	PAINT	34.12	
				MAIL BOX AND POST	24.03	58.15
31100	04/08/97	530560	MERIT CHEVROLET	HANDLE	15.26	
				SWITCH	209.27	224.53
31101	04/08/97	630030	N.E.S.T.	NEST HOLIDAY LIGHT TOUR	70.00	70.00
31102	04/08/97	630770	NATIONAL REGISTRY OF EMT	EMT REREGISTRATION	60.00	
				EMT REREGISTRATION	15.00	75.00
31103	04/08/97	630910	NATIONWIDE ADVERTISING SERVICE	EMPLOYMENT AD	524.50	524.50
31104	04/08/97	661755	NORTHERN STATES POWER	UTILITIES 1200	4.71	
				UTILITIES 1600	4.71	
				UTILITIES 2500	3.14	
				UTILITIES 1830	5,021.53	
				UTILITIES 1902	1,521.61	
				UTILITIES 1530	763.35	
				UTILITIES 1900	906.87	
				UTILITIES 2001	450.09	
				UTILITIES 98	89.70	
				UTILITIES 345	146.87	
				UTILITIES 510	77.41	
				UTILITIES 980	27.06	
				UTILITIES 1315	123.60	
				UTILITIES 1457	10.61	
				UTILITIES 1501	134.57	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				UTILITIES 1698	36.81	
				UTILITIES 1751	157.15	
				UTILITIES 1775	122.00	
				UTILITIES 1839	84.25	
				UTILITIES 1850	107.68	
				UTILITIES 1981	125.04	
				UTILITIES 2251	116.61	
				UTILITIES 2258	92.91	
				UTILITIES 2276	59.66	
				UTILITIES 2290	10.88	
				UTILITIES 2358	14.13	
				UTILITIES 2380	35.83	
				UTILITIES 2464	159.95	
				UTILITIES 2880	253.73	
				UTILITIES 2925	83.37	
				UTILITIES 2981	148.42	
				UTILITIES 2991	151.91	
				UTILITIES 618	8.76	
				UTILITIES 618	16.93	
				UTILITIES 1625	162.09	
				UTILITIES 1685	152.79	
				UTILITIES 1810	1,799.40	
				UTILITIES 1810	1,118.15	
				UTILITIES 1845	110.08	
				UTILITIES 1910	134.70	
				UTILITIES 2019	8.18	
				UTILITIES 2401	96.82	
				UTILITIES 2459	138.28	
				UTILITIES 2659	195.87	
				UTILITIES 95	199.84	
				UTILITIES 474	201.53	
				UTILITIES 741	9.68	
				UTILITIES 1035	275.39	
				UTILITIES 1080	265.88	
				UTILITIES 1401	257.73	
				UTILITIES 1985	247.60	
				UTILITIES 2146	27.86	
				UTILITIES 2345	13.27	
				UTILITIES 2740	74.33	16,561.32
31105	04/08/97	662250	NORTHWESTERN SERVICE INC	RPR PARK & MAINT BLDG HEATERS	974.71	974.71
31106	04/08/97	670950	NYSTROM PUBLISHING COMPANY INC	MAPLEWOOD IN MOTION	1,327.44	1,327.44
31107	04/08/97	690425	OLSTEN STAFFING SERVICES, INC	TEMP DATA ENTRY CLERK TEMP DATA ENTRY CLERK	391.50 334.13	725.63
31108	04/08/97	692800	OXYGEN SERVICE	OXYGEN OXYGEN HYDR	14.75 53.76	68.51
31109	04/08/97	700600	PACKAGING STORE	MAIL PACKAGE COMPUTER PARTS	26.76	26.76

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
31110	04/08/97	720570	POST 911	CADET TRAINING CADET TRAINING	1,250.00 830.00	2,080.00
31111	04/08/97	720600	POSTMASTER	ADDITIONAL POSTAGE DUE	17.28	17.28
31112	04/08/97	740140	R & T SPECIALTY, INC.	SOCCER BALLS SPORTS BOTTLES USE TAX CREDIT ON INVOICE 47571	422.50 23.98 8.78	389.74
31113	04/08/97	740800	RADIO SHACK	CASSETTE TAPES	13.72	13.72
31114	04/08/97	741600	RAMSEY COUNTY	MAINT OF EVP SIGNAL SYS POSTAL VERIFICATION CARDS	228.27 555.36	783.63
31115	04/08/97	742760	RAY ALLEN MANUFACTURING CO INC	CANINE SUPPLIES SALES TAX	139.82 7.92	131.90
31116	04/08/97	745000	RAZSKAZOFF, DALE	CHANGE	150.00	150.00
31117	04/08/97	750550	REINHART INSTITUTIONAL FOODS	MDSE. FOR RESALE MDSE. FOR RESALE BREWER COFFEE	386.41 351.29 307.74	1,045.44
31118	04/08/97	750560	RENEE'S CAFE AND DELI	MDSE. FOR RESALE	115.50	115.50
31119	04/08/97	762205	ROSSMAN, DAVID	NATIONAL REGISTRY CERT FEE	15.00	15.00
31120	04/08/97	770800	RYCO SUPPLY CO.	PAPER TOWELS	30.34	30.34
31121	04/08/97	780300	S&T OFFICE PRODUCTS INC.	SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE FOLDERS PAPER ENVELOPES SUPPLIES - OFFICE FOLDERS PAPER LABELS	136.30 103.73 5.51 72.49 136.68 18.00 136.68	609.39
31122	04/08/97	780600	SAM'S CLUB DIRECT	SUPPLIES - JANITORIAL	101.66	101.66
31123	04/08/97	800075	SEARS	BATTERY CHARGER PLIERS	58.56 21.29	79.85
31124	04/08/97	820115	SIGN SOLUTIONS, INC.	SLOWER TRAFFIC SIGN	176.24	176.24
31125	04/08/97	840405	ST. PAUL, CITY OF	FEB RADIO SERV & MAINT	320.54	320.54
31126	04/08/97	840800	ST. PAUL RAMSEY MEDICAL CENTER	DRUGS & SUPPLIES	2,278.53	2,278.53
31127	04/08/97	843575	STREICHER'S PROF. POLICE EQUIP	SLICKTOP LIGHTING PACKAGE	1,956.93	1,956.93
31128	04/08/97	850340	SUMMIT INSPECTION SERVICES LTD	ELECTRICAL INSPECTIONS	4,511.20	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				DEFERRED REVENUE ELEC PERMIT	5,639.00	
				ELECTRIC PERMIT FEES	5,639.00	4,511.20
31129	04/08/97	850440	SUNRAY TRUE VALUE HARDWARE	BULBS	14.93	14.93
31130	04/08/97	850600	SUPERAMERICA	FUEL & OIL	4.35	
				FUEL & OIL	3.60	7.95
31131	04/08/97	860690	TAUBMAN, DOUGLAS J.	VEHICLE ALLOWANCE	34.14	34.14
31132	04/08/97	861669	THE MOBILE PHONE COMPANY	RFR CELLULAR PHONE - ENG 136	65.00	65.00
31133	04/08/97	880501	TREADWAY GRAPHICS	DARE SUPPLIES	177.01	
				DARE SUPPLIES	362.38	539.39
31134	04/08/97	880800	TRUCK UTILITIES MFG.	SPRAY PAINT	521.42	
				CUT METAL	26.00	
				MARKERS	14.65	562.07
31135	04/08/97	890905	U.S. WEST COMMUNICATIONS	TELEPHONE	55.13	
				TELEPHONE	1,087.22	
				TELEPHONE	356.14	
				TELEPHONE	63.09	
				TELEPHONE	58.20	
				TELEPHONE	31.55	
				TELEPHONE	57.05	
				TELEPHONE	55.40	
				TELEPHONE	1,749.61	
				TELEPHONE	602.04	
				TELEPHONE	419.55	
				TELEPHONE	854.87	
				TELEPHONE	121.62	
				TELEPHONE	57.05	
				TELEPHONE	53.04	
				TELEPHONE	32.19	
				TELEPHONE	32.19	
				TELEPHONE	32.19	
				TELEPHONE	114.93	
				TELEPHONE	55.40	
				TELEPHONE	75.58	
				TELEPHONE	296.18	
				TELEPHONE	58.20	
				TELEPHONE	58.20	
				TELEPHONE	58.20	
				TELEPHONE	74.29	
				TELEPHONE	55.40	
				TELEPHONE	270.20	
				TELEPHONE	167.09	
				TELEPHONE	57.40	
				TELEPHONE	71.78	
				TELEPHONE	323.71	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				TELEPHONE	57.05	7,511.74
31136	04/08/97	900825	UNIVERSITY OF MINNESOTA	CONFERENCE REG - RUSS MATHEYS	50.00	
				CONFERENCE REG - R LINDBLOM	50.00	100.00
31137	04/08/97	931850	WARNING LITES OF MN	2 SAFETY ARROWBOARDS	2,119.35	
				CAUTION TAPE/BATTERY	144.40	
				BARRICADE PANELS/FLASHERS	479.14	2,742.89
31138	04/08/97	970700	YOCUM OIL CO.	DRUM PUMP	74.25	74.25
				TOTAL CHECKS		121,829.49

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	04/04/97	ALLENSPACH, SHERRY	320.00
DIRECT DEPOSIT	04/04/97	CARLSON, THERESE	1,803.33
DIRECT DEPOSIT	04/04/97	BODINE, RENEE	1,186.62
DIRECT DEPOSIT	04/04/97	FAUST (201), DANIEL F	3,064.11
DIRECT DEPOSIT	04/04/97	ANDERSON, CAROLE J	935.07
DIRECT DEPOSIT	04/04/97	DEHN, DEBORAH	1,357.82
DIRECT DEPOSIT	04/04/97	HANGSLEBEN, RICHARD	1,883.66
DIRECT DEPOSIT	04/04/97	KLAGER, WENDY	1,498.62
DIRECT DEPOSIT	04/04/97	BEHM, LOIS	1,477.82
DIRECT DEPOSIT	04/04/97	CARLE, JEANETTE E	1,294.62
DIRECT DEPOSIT	04/04/97	JAGOE, CAROL	1,292.87
DIRECT DEPOSIT	04/04/97	OLSON, SANDRA	826.64
DIRECT DEPOSIT	04/04/97	POWELL, PHILIP	1,381.85
DIRECT DEPOSIT	04/04/97	ALDRIDGE, MARK	1,771.44
DIRECT DEPOSIT	04/04/97	BECKER, RONALD D	2,136.63
DIRECT DEPOSIT	04/04/97	BOHL, JOHN C	2,190.80
DIRECT DEPOSIT	04/04/97	FLOR, TIMOTHY	1,793.20
DIRECT DEPOSIT	04/04/97	KVAM, DAVID	2,202.67
DIRECT DEPOSIT	04/04/97	STEFFEN, SCOTT L	2,210.14
DIRECT DEPOSIT	04/04/97	YOUNGREN, JAMES	2,029.91
DIRECT DEPOSIT	04/04/97	EVERSON, PAUL	1,336.02
DIRECT DEPOSIT	04/04/97	FRASER, JOHN	1,888.06
DIRECT DEPOSIT	04/04/97	SAUNDERS, SARAH	1,383.54
DIRECT DEPOSIT	04/04/97	ADELSON, LINDA	725.95

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
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DIRECT DEPOSIT	04/04/97	STAHNKE, JULIE A	1,378.62
DIRECT DEPOSIT	04/04/97	HAIDER, KENNETH G	3,045.82
DIRECT DEPOSIT	04/04/97	PRIEFER, WILLIAM	1,654.03
DIRECT DEPOSIT	04/04/97	LUNDSTEN, LANCE	2,026.62
DIRECT DEPOSIT	04/04/97	OSWALD, ERICK D	1,475.90
DIRECT DEPOSIT	04/04/97	DUCHARME, JOHN	1,459.42
DIRECT DEPOSIT	04/04/97	MATTHYS, RUSS	2,225.82
DIRECT DEPOSIT	04/04/97	PECK, DENNIS L	1,717.02
DIRECT DEPOSIT	04/04/97	ANDERSON, BRUCE	2,639.58
DIRECT DEPOSIT	04/04/97	BURKE, MYLES R	1,469.82
DIRECT DEPOSIT	04/04/97	MARUSKA, MARK A	1,982.35
DIRECT DEPOSIT	04/04/97	GREW-HAYMAN, JANET M	773.71
DIRECT DEPOSIT	04/04/97	BARTA, MARIE	1,283.42
DIRECT DEPOSIT	04/04/97	COLEMAN, MELINDA	2,523.40
DIRECT DEPOSIT	04/04/97	EKSTRAND, THOMAS G	1,729.02
DIRECT DEPOSIT	04/04/97	ROBERTS, KENNETH	1,732.56
DIRECT DEPOSIT	04/04/97	STAPLES, PAULINE	2,165.82
DIRECT DEPOSIT	04/04/97	EASTMAN, THOMAS E	1,949.58
DIRECT DEPOSIT	04/04/97	OLSON, RONALD J	1,689.82
DIRECT DEPOSIT	04/04/97	HURLEY, STEPHEN	1,837.52
DIRECT DEPOSIT	04/04/97	TAUBMAN, DOUGLAS J	1,777.82
DIRECT DEPOSIT	04/04/97	EDGE, DOUGLAS	1,367.42
DIRECT DEPOSIT	04/04/97	CROSSON, LINDA	1,305.02
DIRECT DEPOSIT	04/04/97	LIVINGSTON, JOYCE L	1,137.49

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	04/04/97	DIRKSWAGER, COLLEEN	1,531.78
DIRECT DEPOSIT	04/04/97	KNAUSS, PETER	741.62
DIRECT DEPOSIT	04/04/97	SALITROS, DARLENE	591.87
DIRECT DEPOSIT	04/04/97	PALMA, STEVEN	1,984.58
DIRECT DEPOSIT	04/04/97	JOHNSON, KEVIN	2,171.94
DIRECT DEPOSIT	04/04/97	WARMAN, ROBIN	804.61
DIRECT DEPOSIT	04/04/97	AFFOLTER, PENNY J	499.22
DIRECT DEPOSIT	04/04/97	DOHERTY, KATHLEEN M	1,378.62
DIRECT DEPOSIT	04/04/97	JENSEN, MATTHEW	594.85
DIRECT DEPOSIT	04/04/97	PLACHECKI, MELISSA J	93.00
DIRECT DEPOSIT	04/04/97	LE, SHERYL	2,643.96
DIRECT DEPOSIT	04/04/97	DOWDLE, VIRGINIA	2,129.92
DIRECT DEPOSIT	04/04/97	HEINZ, STEPHEN J	1,986.25
DIRECT DEPOSIT	04/04/97	COLEMAN, PHILIP	314.66
DIRECT DEPOSIT	04/04/97	BASTIAN, GARY W	363.66
DIRECT DEPOSIT	04/04/97	ROSSBACH, GEORGE	320.00
DIRECT DEPOSIT	04/04/97	FRY, PATRICIA	915.85
DIRECT DEPOSIT	04/04/97	LUTZ, DAVID P	1,425.02
DIRECT DEPOSIT	04/04/97	SCHLINGMAN, PAUL	1,621.82
DIRECT DEPOSIT	04/04/97	ESTEVEZ, DIANE	133.00
DIRECT DEPOSIT	04/04/97	GRAF, MICHAEL	752.86
DIRECT DEPOSIT	04/04/97	AAMODT, MICHELLE	614.22
DIRECT DEPOSIT	04/04/97	VORWERK, ROBERT E	2,027.48
DIRECT DEPOSIT	04/04/97	NAGEL, BRYAN	1,432.02

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	04/04/97	GUILFOILE, KAREN E	1,550.77
DIRECT DEPOSIT	04/04/97	HELLE, KERRY	1,598.16
DIRECT DEPOSIT	04/04/97	CARVER, NICHOLAS N	1,697.02
DIRECT DEPOSIT	04/04/97	OSTER, ANDREA J	1,378.62
DIRECT DEPOSIT	04/04/97	ANDREWS, SCOTT A	2,152.57
DIRECT DEPOSIT	04/04/97	RUNNING, ROBERT	1,219.42
DIRECT DEPOSIT	04/04/97	ZWIEG, SUSAN C.	1,186.62
DIRECT DEPOSIT	04/04/97	SERVATKA, MICHAEL L	1,140.12
DIRECT DEPOSIT	04/04/97	KANE, MICHAEL R	1,913.20
DIRECT DEPOSIT	04/04/97	SAVAGEAU, STEPHEN D	1,090.38
DIRECT DEPOSIT	04/04/97	CONNOLLY, RICK A	1,154.62
DIRECT DEPOSIT	04/04/97	HURT, CAROL J	149.50
DIRECT DEPOSIT	04/04/97	BARTEL, DENISE	54.00
DIRECT DEPOSIT	04/04/97	CARLSON, DALE	320.00
DIRECT DEPOSIT	04/04/97	MARTINSON, CAROL F	1,682.56
DIRECT DEPOSIT	04/04/97	HIEBERT, STEVEN	1,636.34
DIRECT DEPOSIT	04/04/97	SKALMAN, DONALD W	2,375.99
DIRECT DEPOSIT	04/04/97	DUNN, ALICE	2,344.31
DIRECT DEPOSIT	04/04/97	ANZALDI, MANDY	66.90
DIRECT DEPOSIT	04/04/97	CORNER, AMY L	60.00
DIRECT DEPOSIT	04/04/97	STEVENS, MARY CATHERINE	72.00
DIRECT DEPOSIT	04/04/97	HORSNELL, JUDITH A	773.71
DIRECT DEPOSIT	04/04/97	SEEGER, GERALD F	291.92
DIRECT DEPOSIT	04/04/97	FOLMAN, BENJAMIN	24.00

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS REPORT
FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
57892	04/04/97	EMBERTSON, JAMES M	116.14
57897	04/04/97	KOPPEN, MARVIN	320.00
57898	04/04/97	CASAREZ, GINA	1,191.42
57899	04/04/97	MCGUIRE, MICHAEL A	3,844.37
57900	04/04/97	SHELLEDY, DAWN M	367.00
57901	04/04/97	ZICK, LINDA	40.25
57902	04/04/97	PIEKARSKI, GREGORY J.	34.50
57903	04/04/97	WHITE, BARRY T	27.50
57904	04/04/97	CUDE, LARRY J	358.40
57905	04/04/97	MIKISKA, WILLIAM	223.20
57906	04/04/97	JACKSON, MARY L	980.22
57907	04/04/97	MATHEYS (202), ALANA KAYE	1,489.79
57908	04/04/97	JOHNSON, BONNIE	762.96
57909	04/04/97	VIETOR, LORRAINE S	1,541.55
57910	04/04/97	PALANK, MARY KAY	1,251.42
57911	04/04/97	RICHIE, CAROLE L	1,310.32
57912	04/04/97	RYAN, MICHAEL	2,546.16
57913	04/04/97	SVENDSEN, JOANNE M	1,442.74
57914	04/04/97	THOMALLA, DAVID J	2,091.31
57915	04/04/97	ARNOLD, DAVID L	2,029.91
57916	04/04/97	BAKKE, LONN A	1,140.12
57917	04/04/97	BANICK, JOHN J	2,320.26
57918	04/04/97	BARTZ, PAUL	1,687.25
57919	04/04/97	BELDE, STANLEY	1,592.76

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
57920	04/04/97	BERGERON, JOPSEPH A	2,208.00
57921	04/04/97	BOWMAN, RICK A	1,822.52
57922	04/04/97	HERBERT, MICHAEL J	2,023.35
57923	04/04/97	KARIS, FLINT D	2,013.98
57924	04/04/97	RAZSKAZOFF, DALE	1,848.12
57925	04/04/97	ROSSMAN, DAVID A	1,898.52
57926	04/04/97	SHORTREED, MICHAEL P	1,284.92
57927	04/04/97	STAFNE, GREGORY L	1,848.12
57928	04/04/97	STILL, VERNON T	1,848.12
57929	04/04/97	STOCKTON, DERRELL T	1,848.12
57930	04/04/97	SZCZEPANSKI, THOMAS J	1,844.60
57931	04/04/97	WATCZAK, LAURA	1,733.72
57932	04/04/97	WELCHLIN, CABOT V	1,844.60
57933	04/04/97	MEEHAN, JAMES	2,146.22
57934	04/04/97	MELANDER, JON A	1,932.92
57935	04/04/97	RABBETT, KEVIN	1,858.50
57936	04/04/97	THIENES, PAUL	1,790.34
57937	04/04/97	ADRIAN, SCOTT W.	621.50
57938	04/04/97	WILLIAMS, DUANE J	93.50
57939	04/04/97	BOYER, SCOTT K	1,378.62
57940	04/04/97	FEHR, JOSEPH P	1,504.62
57941	04/04/97	FLAUGHER, JAYME L	1,743.74
57942	04/04/97	HALWEG, KEVIN R	2,672.91
57943	04/04/97	LAFFERTY, WALTER	1,402.46

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
57944	04/04/97	PETERS, JILL	800.11
57945	04/04/97	RABINE, JANET L	1,580.22
57946	04/04/97	HEWITT, JOEL A	2,366.53
57947	04/04/97	CHLEBECK, JUDY M	1,429.82
57948	04/04/97	DAHL, HELENE M	674.57
57949	04/04/97	DARST, JAMES	1,443.77
57950	04/04/97	FREBERG, RONALD L	1,443.42
57951	04/04/97	HELEY, RONALD J	1,491.04
57952	04/04/97	MEYER, GERALD W	1,510.19
57953	04/04/97	ELIAS, JAMES G	1,717.02
57954	04/04/97	LINDBLOM, RANDAL	1,486.62
57955	04/04/97	PRIEBE, WILLIAM	1,654.62
57956	04/04/97	KELSEY, CONNIE L	776.77
57957	04/04/97	KRUMMEL, BARBARA A	661.31
57958	04/04/97	ANDERSON, ROBERT S	1,468.86
57959	04/04/97	HELEY, ROLAND B	1,496.25
57960	04/04/97	HINNENKAMP, GARY	1,400.80
57961	04/04/97	LAVAQUE, MICHAEL	1,351.42
57962	04/04/97	LINDORFF, DENNIS P	1,427.82
57963	04/04/97	SCHINDELDECKER, JAMES	1,403.82
57964	04/04/97	HUTCHINSON, ANN E	1,627.42
57965	04/04/97	KLEBBA, NANCIE L.	24.38
57966	04/04/97	NELSON, JEAN	812.82
57967	04/04/97	SOUTTER, CHRISTINE	154.69

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
57968	04/04/97	MISKELL, NANCY	510.17
57969	04/04/97	WEGWERTH, JUDITH A	1,353.02
57970	04/04/97	ANDERSON, EVERETT	312.64
57971	04/04/97	OSTROM, MARJORIE	2,024.22
57972	04/04/97	WENGER, ROBERT J	1,685.82
57973	04/04/97	ADAMS, TAMARA K	42.00
57974	04/04/97	AYERS, ANDREA S	26.00
57975	04/04/97	BALLESTRAZZE, THAD M	98.00
57976	04/04/97	BENDER, JAYME L	26.00
57977	04/04/97	BIENIEK, GREG	130.50
57978	04/04/97	BLOOMER, JUSTIN	10.50
57979	04/04/97	BRABENEC, JOHN	94.50
57980	04/04/97	BROWN, TIM	127.70
57981	04/04/97	BUCZKOWSKI, ALAN	10.50
57982	04/04/97	CINCOSKI, JOSEPH B	10.50
57983	04/04/97	FINN, GREGORY S	1,106.62
57984	04/04/97	FRANK, STEVE J.	10.50
57985	04/04/97	GUZIK, ANDREW	63.00
57986	04/04/97	HARRIGAN, ANDREW J	10.50
57987	04/04/97	HAWKES, JEFFREY	10.50
57988	04/04/97	HESLEY, JAMES G	42.00
57989	04/04/97	HORNER, MATTHEW R	52.50
57990	04/04/97	JANSEN, MICHAEL	52.50
57991	04/04/97	KIMLINGER, NICHOLAS B	10.50

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
57992	04/04/97	LANDE, MICHAEL	42.00
57993	04/04/97	LINN, ERIC G	52.50
57994	04/04/97	LINN, TERI L	39.00
57995	04/04/97	LOMBARDI, JAMES D	522.14
57996	04/04/97	MARTINUCCI, SARA	32.50
57997	04/04/97	MILES, RYAN W	21.00
57998	04/04/97	McBRIDE, PATRICK D	52.50
57999	04/04/97	NELSON, JAYME K	10.50
58000	04/04/97	NIEMCZYK, BRIAN N	84.00
58001	04/04/97	NORMAN, KENDALL A	42.00
58002	04/04/97	OLSON, KRISTIN P	180.00
58003	04/04/97	PERSBY, NICOLE L	42.00
58004	04/04/97	PETERSON, JONATHAN W	10.50
58005	04/04/97	POLICONE, ANNE H	42.00
58006	04/04/97	RAS, BRENT A	52.50
58007	04/04/97	RASMUSSEN, JENNIFER M	50.00
58008	04/04/97	RYDEEN, SARAH	26.00
58009	04/04/97	SCHNOBRICH, SCOTT M	63.00
58010	04/04/97	SCHULTZ-III, HAROLD W	52.50
58011	04/04/97	SIVERHUS, TIMOTHY	10.50
58012	04/04/97	SPENCER, WILLIAM	10.50
58013	04/04/97	STEINBRING, THOMAS	10.50
58014	04/04/97	STIEN, MARY	668.98
58015	04/04/97	STIEN, NATHANIEL	182.00

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
58016	04/04/97	STRUB, SAM	32.50
58017	04/04/97	SUCH, ROBERT J	6.50
58018	04/04/97	SWEENEY, KELLY A	52.50
58019	04/04/97	SYRING, MATTHEW	63.00
58020	04/04/97	TOWNSEND, ISAAC P	10.50
58021	04/04/97	VOGEL, PAUL R	64.00
58022	04/04/97	BREHEIM, ROGER W	1,495.10
58023	04/04/97	EDSON, DAVID B	1,581.80
58024	04/04/97	GERMAIN, DAVID	1,439.42
58025	04/04/97	NADEAU, EDWARD A	1,953.02
58026	04/04/97	NORDQUIST, RICHARD	1,372.22
58027	04/04/97	THOMAS-JR, STEVEN	1,372.22
58028	04/04/97	ATKINS, KATHERINE	676.06
58029	04/04/97	COONS, MELISSA	616.46
58030	04/04/97	COURTEAU, BARBARA	209.25
58031	04/04/97	GLASS, JEAN	584.84
58032	04/04/97	HOIUM, SHEILA	617.70
58033	04/04/97	JOHNSON, NICHOLAS W	370.50
58034	04/04/97	KELLY, LISA	909.72
58035	04/04/97	LONETTI, DAVID A	1,340.00
58036	04/04/97	MEINKE, JENNY	216.00
58037	04/04/97	PETERSON, RICHARD	193.35
58038	04/04/97	SCHOEBERL, KAYLENE M	410.63
58039	04/04/97	SOLUM, PETER B	63.38

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
58040	04/04/97	ANDERSON, JULIE M	78.00
58041	04/04/97	BADEN, ALISON L	160.50
58042	04/04/97	BADEN, MATHIAS	217.32
58043	04/04/97	BERGEN, SUSAN M	126.00
58044	04/04/97	CHAPMAN, JENNY A	232.58
58045	04/04/97	CONLIN, PAMELA	36.00
58046	04/04/97	DOTSON, ALISHA	223.65
58047	04/04/97	GARNER, WILLIAM E	121.50
58048	04/04/97	GRUENHAGEN, LINDA C	144.00
58049	04/04/97	HAWKINS, LISA A	36.00
58050	04/04/97	HOGAN, CHRIS T	156.00
58051	04/04/97	HOULE, DENISE L	144.00
58052	04/04/97	HOWARD, STEPHANIE F	204.00
58053	04/04/97	IKHAML, JOHN	347.04
58054	04/04/97	JOHNSON, ROBERT P	112.50
58055	04/04/97	JOVONOVICH, TODD R	87.75
58056	04/04/97	KAUFMAN, GINA	404.61
58057	04/04/97	KLETT, ANNA	148.44
58058	04/04/97	KOEHNEN, MARY B	447.50
58059	04/04/97	KOEPKE, JENNIFER M	235.97
58060	04/04/97	LEWERER, GINA M	105.00
58061	04/04/97	LIVINGSTON, KELLY	134.50
58062	04/04/97	LUHRS, BETHANY L	107.10
58063	04/04/97	LUND, DANIEL T	36.00

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
58064	04/04/97	MAGNUSON, BETH M	76.50
58065	04/04/97	MARUSKA, ERICA	18.60
58066	04/04/97	MISCHE-JOHN, ROSAMUND	127.50
58067	04/04/97	NESS, AUTUMN M.	63.00
58068	04/04/97	NORTHQUEST, JONEEN L	15.00
58069	04/04/97	OWEN, JONATHAN	49.60
58070	04/04/97	PARR, GAIL L	84.60
58071	04/04/97	POWERS, JESSICA	410.14
58072	04/04/97	REGESTER, DOUG	108.00
58073	04/04/97	SCHLUETER, LOUISE E	72.00
58074	04/04/97	SCHMIDT, RUSSELL	427.10
58075	04/04/97	SENARIGHI, CYNTHIA	30.00
58076	04/04/97	SIMONSON, JUSTIN M	397.32
58077	04/04/97	SMITLEY, SHARON L	148.50
58078	04/04/97	SWANER, JESSICA	176.56
58079	04/04/97	THIBODEAU, KELLY M	646.76
58080	04/04/97	TIBODEAU, HEATHER J	116.55
58081	04/04/97	WARNER, CAROLYN	153.00
58082	04/04/97	WEISS, MARISSA	115.50
58083	04/04/97	WESTBERG, JENNIFER	37.20
58084	04/04/97	WOODMAN, ALICE E	30.00
58085	04/04/97	BOSLEY, CAROL	141.75
58086	04/04/97	CHRISTENSEN, JODIE	390.56
58087	04/04/97	FLEMING, KATHY A	30.00

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
58088	04/04/97	FRANK, LAURA	39.00
58089	04/04/97	JACOBSON, REBECCA L	279.00
58090	04/04/97	LEDMAN, PENNY J	45.50
58091	04/04/97	MEEHAN, SHAYLENE D	48.00
58092	04/04/97	OLEARY, VIRGINIA	26.43
58093	04/04/97	RENSLOW, RITA	193.88
58094	04/04/97	SCHROEDER, KATHLEEN	168.00
58095	04/04/97	SHOWALTER, JEFFERY M	48.00
58096	04/04/97	SPANGLER, EDNA E	147.88
58097	04/04/97	VRUNO, JOANNE G.	51.00
58098	04/04/97	VRUNO, JESSICA	42.00
58099	04/04/97	AUER, DANIEL	537.89
58100	04/04/97	BAILEY, DEANNA L	220.10
58101	04/04/97	BEHAN, JAMES	1,045.82
58102	04/04/97	BLAKESLEY, JEFFERY DEAN	107.25
58103	04/04/97	BUCHAN, DAVID M	437.50
58104	04/04/97	CHRISTENSEN, JANET	342.82
58105	04/04/97	ERSFELD, ALICE L	155.00
58106	04/04/97	JAHN, DAVID J	1,324.37
58107	04/04/97	JAQUES, THOMAS	51.60
58108	04/04/97	KYRK, BREANNA K	57.00
58109	04/04/97	MILLS, DEREK	156.55
58110	04/04/97	NELSON, CARRIE L	159.00
58111	04/04/97	NEWMAN, KELLY M	36.00

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS REPORT
FOR THE CURRENT PAY PERIOD

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
58112	04/04/97	SEYLER, KIMBERLY A	108.00
58113	04/04/97	STAHLMANN, RICHARD T	60.00
58114	04/04/97	STEINHORST, JEFFREY	276.00
58115	04/04/97	SUNDBERG, ISAAC P	169.50
58116	04/04/97	SWANSON, LYLE	1,488.11
58117	04/04/97	MULVANEY, DENNIS M	1,579.42
58118	04/04/97	PRIEM, STEVEN A.	1,132.22
58119	04/04/97	WILKIN, JEREMY S	240.00
TOTAL GROSS EARNINGS			277,925.41

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Kenneth Roberts, Associate Planner
SUBJECT: **Conditional Use Permit Review**
LOCATION: 600 Carlton Street
PROJECT: 3M Classroom Building
DATE: April 3, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

The conditional use permit (CUP) for a classroom building at 600 Carlton Street is due for review. 3M Company is using this building (#255), which was the former Carlton Racquetball Club. (See the maps on pages 2-4.)

BACKGROUND

Past Actions

On February 25, 1991, the city council granted the CUP, subject to seven conditions.

On May 13, 1991, the council vacated part of a utility easement that ran under a corner of the building.

On May 28, 1991, the council reviewed the site plan allowing two ground-mounted and two wall-mounted antennas.

On March 23, 1992, the council extended this conditional use permit for five years.

CUP Duration

Section 36-445(a) states all CUPs shall be reviewed by the council within one year of the date of initial approval, unless such review is waived by council decision or ordinance. At the one-year review, the council may specify an indefinite term or specific term not to exceed five years.

DISCUSSION

3M is meeting all of the conditions of this permit.

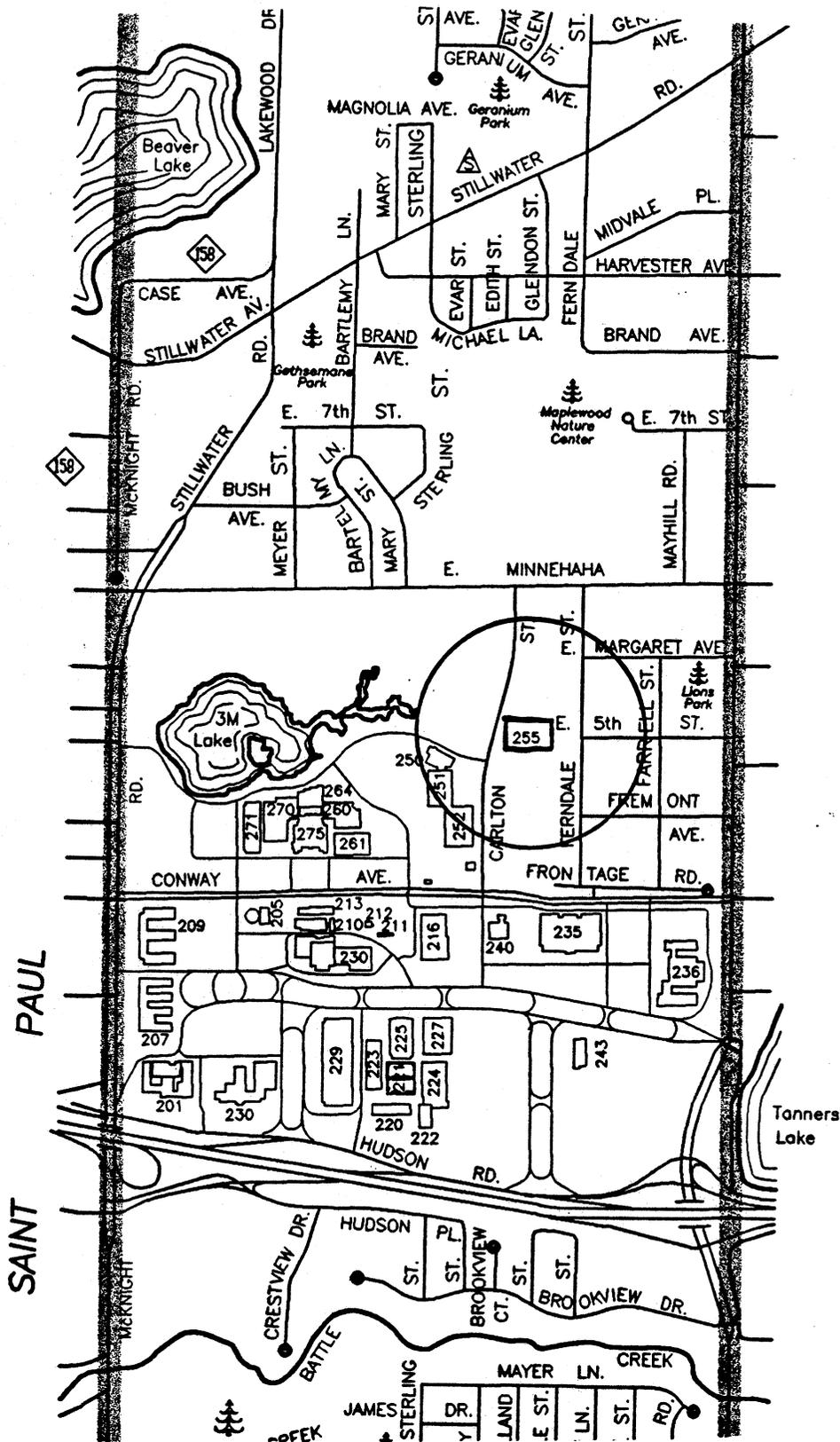
RECOMMENDATION

Review this permit again only if a problem develops or if the owner wants to change the site plan.

3mcarltn.mem (Section 36-29)

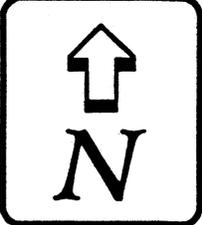
Attachments

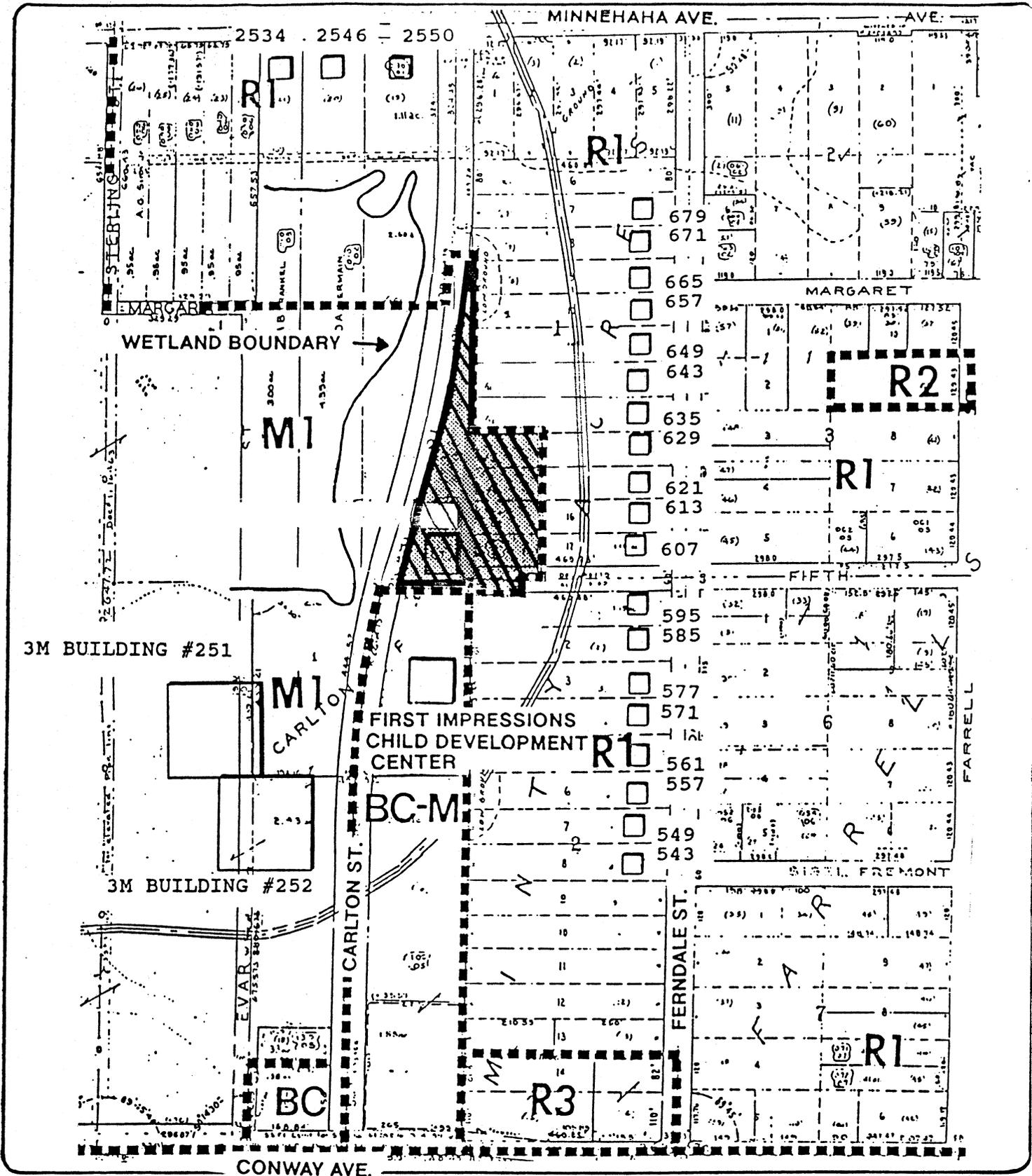
- 1. Location Map
- 2. Property Line/Zoning Map
- 3. Site Plan



SAINT PAUL

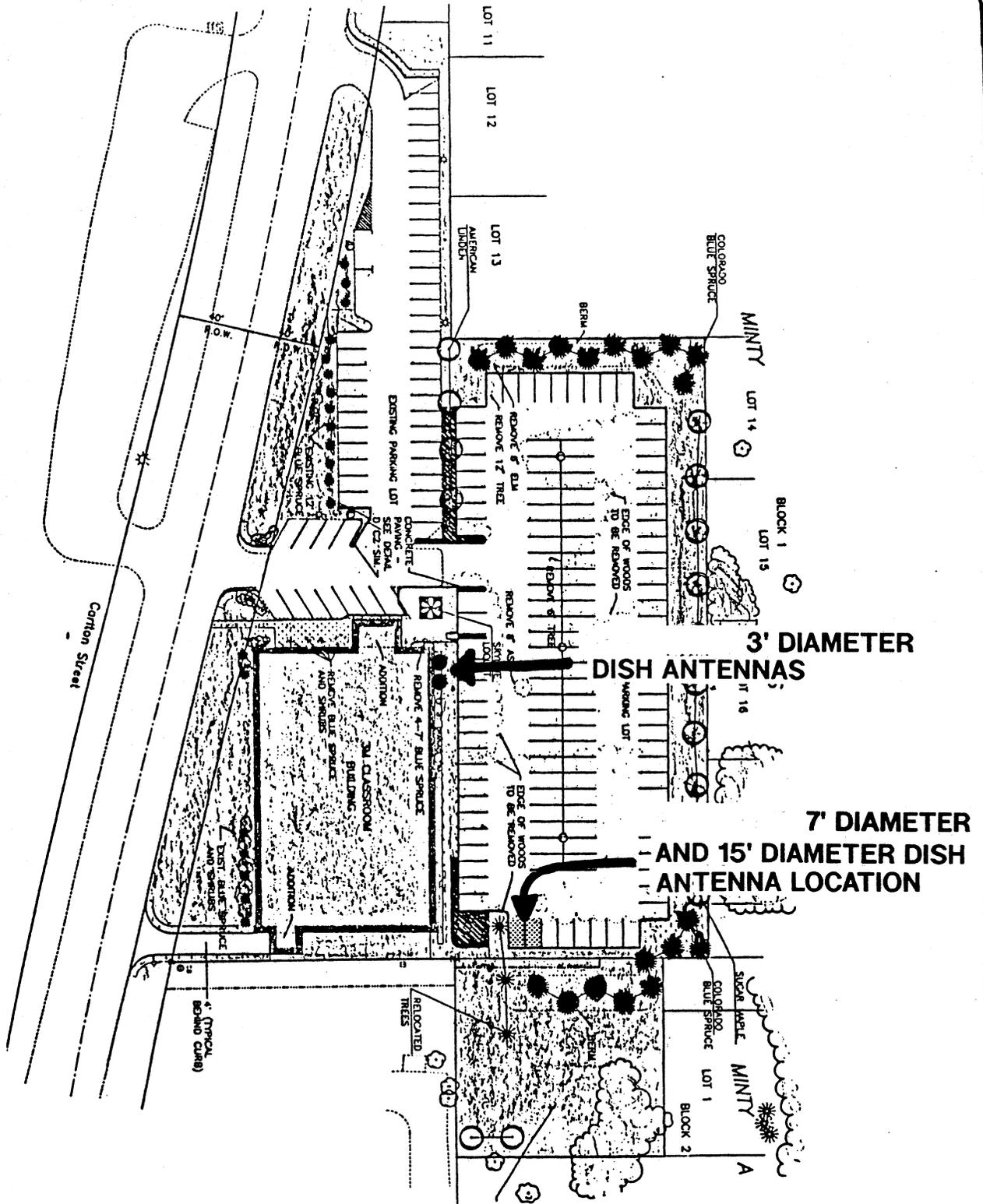
LOCATION MAP





PROPERTY LINE / ZONING MAP





SITE / LANDSCAPE PLAN



AGENDA REPORT

Action by Council:

TO: Director of Public Works
FROM: Public Works Coordinator
SUBJECT: Surplus Property
DATE: April 2, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

Declare as surplus property and authorize disposal of used snow removal equipment—nine snowplows and hitches and nine snow wings. Method of disposal may be state auction, private sale through advertisement and bid, donation to another governmental agency, or sale as scrap, whichever is in the best interest of the city.

Declare as surplus property and authorize disposal, at state auction to be held June 21, at the surplus services facility, 5420 Highway 8, New Brighton:

VEM Unit 612, 1987 Chevrolet 1-ton 4 x 4 utility truck
SN 1GBJV34M6HJ166019, Model C-30, mileage - 96,118.
This unit has been replaced.

jc

AGENDA REPORT

Action by Council:

TO: City Manager
 FROM: Assistant City Engineer *Russ*
 SUBJECT: Municipal State Aid Designations and Revocations
 DATE: April 7, 1997

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

I have attached resolutions designating and revoking a portion of Maplewood street sections as municipal state aid routes. Upon the approval of the commissioner of transportation, these sections will be eligible for MSA funding and will accordingly increase the needs used to calculate the annual funding distribution. By designating these additional miles before May 1, the city council will enable the city to increase the funding for 1997.

The municipal state aid (MSA) system establishes the method of distributing the gasoline tax money to the qualified cities in the state. The amount of funding a city is eligible for depends on the total mileage of qualified street sections and the improvement needs of those street sections. The MSA system sets a limit of the available mileage that may be designated. With the addition of the following street sections, and some other sections still waiting for Mn/DOT approval, the City of Maplewood will be maximizing the amount of funding available for state aid projects.

The following street sections are being recommended for designation as MSA routes:

<u>Street</u>	<u>Location</u>	<u>Length</u>
DeSoto St.	Larpenteur Ave. to Co. Rd. B	0.99 mi.
Bartelmy Ln.	Minnehaha Ave. to Stillwater Rd.	0.57 mi.
Harvester Ave.	Stillwater Rd. to Century Ave.	0.61 mi.
Ferndale St.	Harvester Ave. to Maryland Ave.	0.49 mi.
Mailand Rd.	McKnight Rd. to Sterling St.	0.59 mi.
Ripley Ave.	English St. to Hazelwood St.	0.52 mi.
Hazelwood St.	Ripley Ave. to Frost Ave.	0.15 mi.
County Road D	White Bear Ave. to McKnight Rd.	<u>0.61 mi.</u>
Total		4.53 mi.

The following proposed street sections that are currently MSA routes are being recommended for revocation. All of these sections have been removed from future consideration due to severe wetland impacts:

<u>Street</u>	<u>Location</u>	<u>Length</u>
Sterling St. (MSA 102)	Marylake Rd. to Larpenteur Ave.	0.62 mi
Marylake Rd. (MSA 103)	Lakewood Dr. to Century Ave.	1.06 mi.
English St. (MSA 104)	Gervais Ave. to County Rd. C	<u>0.49 mi</u>
Total		2.17 mi.

Staff recommends that the city council approve the attached resolutions

RAM

jc
Attachments

RESOLUTION ESTABLISHING MUNICIPAL STATE AID HIGHWAYS

WHEREAS, it appears to the City Council of the City of Maplewood that the streets hereinafter described should be designated municipal state aid streets under the provisions of Minnesota law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Maplewood that the roads described as follows, to-wit:

DeSoto Street from Larpenteur Avenue to County Road B
Bartelmy Lane from Minnehaha Avenue to Stillwater Road
Harvester Avenue from Stillwater Road to Century Avenue
Ferndale Street from Harvester Avenue to Maryland Avenue
Mailand Road from McKnight Road to Sterling Street
Ripley Avenue from English Street to Hazelwood Street thence Hazelwood Street from Ripley Avenue to Frost Avenue
County Road D from White Bear Avenue to McKnight Road

be, and hereby are established, located, and designated municipal state aid streets of said city, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the city clerk is hereby authorized and directed to forward two certified copies of this resolution to the commissioner of transportation for consideration, and that upon approval of the designation of said roads or portions thereof, that same be constructed, improved and maintained as municipal state aid streets of the City of Maplewood to be numbered and known as municipal state aid streets.

ADOPTED April 14, 1997.

Mayor

ATTEST:

City Clerk

CERTIFICATION

I hereby certify that the above is a true and correct copy of a resolution duly passed, adopted and approved by the city council of said city on April 14, 1997.

City Clerk
City of Maplewood

(SEAL)

RESOLUTION REVOKING MUNICIPAL STATE AID HIGHWAYS

WHEREAS, it appears to the City Council of the City of Maplewood that the streets hereinafter described as municipal state aid streets under the provisions of Minnesota law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Maplewood that the roads described as follows, to-wit:

MSA 102 - Sterling Street from Marylake Road to Larpenteur Avenue
MSA 103 - Marylake Road from Lakewood Drive to Century Avenue
Portion of MSA 104 - English Street from Gervais Avenue County Road C

be, and hereby are revoked as municipal state aid streets of said city, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the city clerk is hereby authorized and directed to forward two certified copies of this resolution to the commissioner of transportation for consideration.

ADOPTED April 14, 1997.

Mayor

ATTEST:

City Clerk

CERTIFICATION

I hereby certify that the above is a true and correct copy of a resolution duly passed, adopted and approved by the city council of said city on April 14, 1997.

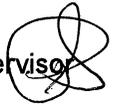
City Clerk
City of Maplewood

(SEAL)

MEMORANDUM

Action by Council:

TO: Michael A. McGuire, City Manager

FROM: Paul Schlingman, Building Maintenance Supervisor 

DATE: April 7, 1997 for the April 14, 1997 City Council Meeting

SUBJECT: N.S.P. Government Rebate Program

Endorsed _____

Modified _____

Rejected _____

Date _____

INTRODUCTION

The Maplewood City Council authorized staff to replace the public works building heat recovery unit and upgrade the lighting at a cost of \$65,000. The monies were allocated from the V.E.M. fund. The lighting retrofit has been completed and the City has retained Sam Stewart and Associates to prepare plans and specifications for the Maplewood Public Works ventilation upgrade. Council also approved a budget carryover of \$9,500 from the 1996 budget for partial funding of a new energy management system at Public Works.

Staff is requesting that the City enter into the N.S.P. government financing program for the Make Up Air system, energy management system and replacement of an inefficient electric hot water heater to gas. The advantages of this program are; NSP will pay Engineering fees of up to 15% of the total project costs; NSP will provide rebates for the new Energy Efficient Equipment and the loan is at 0% financing.

BACKGROUND

Northern States Power has a 0% government finance program for energy improvements. The City has utilized this program for City Hall. One of the requirements of the program is to have an energy audit performed by a Certified Engineer in the State of Minnesota. The city hired Sam Stewart and Assoc. to perform the energy audits. As a result of the audit, several serious health and safety issues were discovered at the Public Works facility. We initially recommended addressing two issues, low lighting levels and high carbon monoxide levels in the garage areas. At the time we decided to go ahead with these repairs our local Electrical Rep. from Northern States Power informed us that we could not qualify for the Local Government 0% Finance Program because the Electrical Service is provided by North Saint Paul Utilities. After reviewing the Energy Audit a second time staff found some gas saving opportunities at Public Works. Staff approached Northern States Power again this time from the Gas side.

Upon researching the program, it has been determined that the City's public works garage is eligible for the Local Government Program on the Gas portion of the utilities. The three projects that qualify for this program and savings are; Replacement of the Make Up Air Units; Replacement of Existing Electric Hot Water heater and the installation of a new energy management system.

RECOMMENDATION

It is staff's recommendation that City staff be authorized to enter into a loan agreement with N.S.P. for the public works building. The City will pay \$59,950 of project cost upon completion with monies approved by the City Council from the V.E.M. fund on January 6. The loan amount is for \$29,672.68 The estimated project cost is \$72,000. This will leave a balance on the loan of \$17,622. The City will pay the loan over a 73-month period at \$ 241.39 a month in projected energy savings.

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

AGENDA REPORT

TO: Mike McGuire, City Manager

FROM: Karen Guilfoile, City Clerk

DATE: April 7, 1997

RE: Lawful Gambling License for Maplewood Athletic Association, Inc.

Introduction

The Maplewood Athletic Association, Inc., with a listed address of 2350 Stillwater Avenue, Apartment #210, has submitted an application to operate a pull tab gambling operation at Gulden's, 2999 North Highway 61.

Background

Ordinance No. 739 Amending Sections of the Gambling and Bingo Ordinance in Section 15.37 states:

No organization shall hold more than two gambling licenses for any location in the City except an organization that holds a gambling license for its own building may hold two additional gambling licenses for any location in the City.

This will be The Maplewood Athletic Associations' second location for a gambling license. They are currently licensed at "The Bird", 3035 White Bear Avenue. An investigation has been done on the applicant, Raymond F. Rasmussen, and the organization.

The organization appears to meet all of the requirements of Maplewood's ordinance.

Recommendation

It is recommended that a pull tab gambling license for Maplewood Athletic Association, Inc. be approved.

APPROVING CHARITABLE GAMBLING - MAPLEWOOD ATHLETIC ASSOCIATION

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the premises permit for lawful gambling is approved for the Maplewood Athletic Association, to operate at Gulden's Road House, 2999 North Highway 61, Maplewood, Minnesota.

FURTHERMORE, that the Maplewood City Council waives any objection to the timeliness of application for said permit as governed by Minn. Stat. §349.213.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minn. Stat. §349.213.

NOW, THEREFORE, BE IT FURTHER RESOLVED that this Resolution by the City Council of Maplewood, Minnesota, be forwarded to the Gambling Control Division for their approval.

Action by Council:
Endorsed _____
Modified _____
Rejected _____
Date _____

AGENDA REPORT

TO: Mike McGuire, City Manager
FROM: Karen Guilfoile, City Clerk
DATE: April 7, 1997
RE: Personal Service License - Individuals

Introduction

The following individuals have applied for a personal service license for the indicated business license holder:

Kim Marie Linser	Sister Rosalind Gefre's
Karen Beverly Carrier	Health East St. Johns Performed Healing Center
Rosemary Jan Jacobsen	Health East St. Johns Performed Healing Center
Valerie Alice Johnson	Health East St. Johns Performed Healing Center
Helena Dorothy Kriel	Health East St. Johns Performed Healing Center
David Harlyn Kramer	Health East St. Johns Performed Healing Center
Deborah Lou Ostberg	Health East St. Johns Performed Healing Center
Patricia Shiely Oxley	Health East St. Johns Performed Healing Center
Deborah Ann Peterson	Health East St. Johns Performed Healing Center
Sandra NMN Spadaccini	Health East St. Johns Performed Healing Center

Background

In accordance with Maplewood ordinances, an extensive background investigation has been conducted on the applicants. Nothing has been found that would prohibit these individuals from being employed as personal service attendants in the City of Maplewood.

Recommendation

It is recommended that above named applicants be approved for individual personal service licenses.

AGENDA NO. F-8

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

AGENDA REPORT

TO: City Manager

FROM: Finance Director *LDaust*

RE: **DISPOSAL OF OLD FINANCIAL RECORDS**

DATE: April 7, 1997

Annually the City disposes of financial records that have passed their legally required six-year retention period. However, before the records can be destroyed, the City is required by law to submit the attached resolution and application for approval to the State. It is recommended that the attached resolution be adopted so that the appropriate financial records can be destroyed.

rb

C:\OFFICE\WPWIN\FINANCE\RECDISP1.AGN

Attachments

RESOLUTION

WHEREAS, M.S.A. 138.17 governs the destruction of city records; and

WHEREAS, a list of records has been presented to the Council with a request in writing that destruction be approved by the Council;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA;

1. That the Finance Director is hereby directed to apply to the Minnesota State Historical Society for an order authorizing destruction of the records as described in the attached list.
2. That upon approval by the State of the attached application, the Finance Director is hereby authorized and directed to destroy the records listed.

MINNESOTA HISTORICAL SOCIETY
STATE ARCHIVES DEPARTMENT

**APPLICATION FOR AUTHORITY
 TO DISPOSE OF RECORDS**

For use by Records Panel	
Application No.	Date

Instructions:

1. This form does not provide continuous authority to dispose of similar records and cannot be used to approve a records retention schedule.
2. Complete original and three copies. Photocopies are acceptable.
3. Complete items 1 through 6 and item 8. Use reverse side to continue records description. If more space is needed, use plain paper.
4. Send original and two copies to the State Archives Department, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102-1906.
5. Retain one copy until your approved copy is returned. The approved copy will be your authority to dispose of records. It should be retained permanently.
6. Additional copies of this form are available from the address above or by telephoning 612-297-4502. (FAX: 612-296-9961)

NOTE: Laws of 1971, Chapter 529, Section 3 reads as follows: "It is the policy of the legislature that the disposal and preservation of public records be controlled exclusively by Minnesota Statutes, Chapter 138 and by this act, thus, no prior, special or general statute shall be construed to authorize or prevent the disposal of public records at a time or in a manner different than prescribed by such chapter or by this act and no general or special statute enacted subsequent to this act shall be construed to authorize or prevent the disposal of public records at a time or in a manner different than prescribed in chapter 138 or in this act unless it expressly exempts such records from the provisions of such chapter and this act by specific reference to this section."

1. Agency or Office CITY OF MAPLEWOOD	2. Division or Section Finance Department	3. Quantity of Records 12.54 Cubic Feet
4. Location of Records Maplewood Public Works Building	5. Laws other than M.S. 138.17 that relate to the destruction or safekeeping of the records: None to our knowledge	
6. I certify that the records listed on this application are accurately described, and that they have no further administrative, legal, or fiscal value for this agency. <i>Daniel F. Faust</i> Authorized Signature (Type name below) Daniel F. Faust Name 3-21-97 Date Finance Director Title 770-4513 Phone	AUTHORIZATION: Under the authority of M.S. 138.17, it is hereby ordered that the records listed on this application be destroyed, except as shown in item 7. Director, Minnesota Historical Society _____ Date _____ Legislative or State Auditor _____ Date _____ Attorney General _____ Date _____	

7. Exceptions to Destruction. (For use by Records Disposition Panel).

8. Description of Records. Describe each record series or type of record separately. Number each series, beginning with "1".

a. Item No.	b. Name of record, form numbers, content, usage, arrangement, original, duplicate, or microfilmed.	c. Inclusive Dates
1	FINANCIAL RECORDS: Treasurer's Cash Report Bank Statements/Bank Reconciliation Deposit Slips Budget Change Documentation Receipt Books Ambulance Billing Reports	Original 1990 Original 1990 Original 1990 Original 1990 Original 1990 Original 1990

(OVER)

a. Item No.	b. Name of record, form numbers, content, usage, arrangement, original, duplicate, or microfilmed.	c. Inclusive Dates
(1 cont.)	<u>FINANCIAL RECORDS, cont.:</u> A/P Check Register Journal Entry Books	Original 1990 Original 1990
2	<u>PAYROLL RECORDS:</u> Cancelled Payroll Checks P/R Deduction Registers Leave Hour Report Time Sheets Check Register Quarterly P/R Reports Accident Reports Pay Rate Documentation Health Insurance Books Cancelled A/P Checks Workers Comp Claims	Original 1990 Original 1990
3	<u>ORIGINAL OF ITEMS WHICH HAVE BEEN MICROFICHERD:</u> YTD Reports (Detailed -Exp/Rev/GL) G/L Balance Sheet Bi-Weekly P/R Journals Bi-Weekly P/R Deduction Register Employee Master File PERA/Pension Reports Workers Comp Claim Register Chart of Account Voucher Register	Original 1990 Original 1990 Original 1990 Original 1990 Original 1990 Original 1990 Original 1990 Original 1990 Original 1990 Original 1990

Action by Council:

AGENDA REPORT

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Finance Director *Daust*

RE: DELETION OF APPROPRIATION FOR PURCHASE OF
PROPERTY ADJACENT TO COMMUNITY CENTER

DATE: March 26, 1997

PROPOSAL

It is proposed that the Finance Director be authorized to make the appropriate 1997 budget adjustments to delete the \$500,000 appropriation for the purchase of property adjacent to the Community Center and to delete the related budgeted interfund transfers.

BACKGROUND

The 1997 Capital Improvement Budget includes the planned purchase of property adjacent to the Community Center. This property is commonly referred to as the Tastee Bread Store property. The funding source for the purchase of the property is the Tax Increment Fund. When the tax increment bonds were sold for construction of the Community Center, the debt service payments were structured so that there would be \$500,000 available to purchase the property.

On July 24, 1995 the City Council considered this project but tabled action on it. Since then, the owner of the Tastee Bread Store property has indicated that he is not willing to sell it until his present lease expires in approximately five years. Therefore, it would be appropriate at this time to amend the 1997 Budget by deletion of the appropriation and the planned interfund transfer for the purchase of this property.

RECOMMENDATION

It is recommended that the Finance Director be authorized to make the appropriate 1997 budget adjustments to delete the \$500,000 appropriation for the purchase of property adjacent to the Community Center and to delete the related budgeted interfund transfers.

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Finance Director *Dunst*

RE: BUDGET CHANGE - FINANCE DEPARTMENT

DATE: March 28, 1997

PROPOSAL

It is proposed that the Council approve a transfer of \$1,900 from the General Fund contingency account to finance installation and training on new ambulance billing software.

BACKGROUND

On January 13 the Council approved budget changes to finance the costs to make the part-time clerk typist a full-time position so that insurance claims can be filed for our ambulance service customers. This included a budget change to purchase software that would produce and electronically file insurance claims.

A full-time clerk typist has been hired and started work on February 17. She is in the process of learning her new job and the procedures related to the "old" software that we have used for ambulance billing. The Assistant Finance Director has started to make arrangements for installation of the new software and has determined that it would be best to have the software vendor install and train city personnel. This is a three-day process as outlined in the attachment.

Initially it was assumed that city staff would be able to install the software and learn how to use it by consulting the software user manuals. However, upon investigation the Assistant Finance Director has determined that this would not be feasible because of the complexities involved.

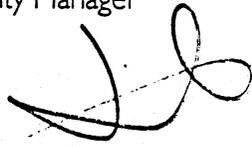
RECOMMENDATION

It is recommended that the Council approve a transfer of \$1,900 from the General Fund contingency account to finance installation and training on new ambulance billing software.

AGENDA REPORT

To: Michael A. McGuire, City Manager

From: Joel Hewitt, Fire Chief



Re: Janitor Stipends

Date: March 26, 1997

BACKGROUND: The first quarter operation of the municipal fire department revealed the need for janitorial services for the five station houses. The private operation used firefighters, in addition to a retired firefighter and a firefighter's spouse as janitors. For these services, a \$200 monthly stipend was paid.

PROPOSAL - My request is to continue to provide janitorial services assigning one firefighter from each station house with compensation of a \$200 a month stipend for janitorial duties (attached is a job description). Funding will come from the current fire department budget.

From outside the organization, this may appear as a small issue. However, it is a significant matter in the dynamics of maintaining a sense of ownership of the department with the firefighters.

RECOMMENDATION: It is my recommendation to approve janitor stipends.

Thank you for your consideration.

att.

c: City Clerk

Job Description
&
Duties List for Custodian Position of the
Maplewood Fire Department

The Custodian positions at each fire station will be responsible for all of the cleaning and custodial maintenance at each fire station, excluding the truck bay areas. The cleaning shall consist of but is not limited to bathrooms, kitchen areas, meeting/drill rooms, office areas, hall ways and entry ways. This persons direct line supervisor shall be the Battalion Chief of the respective station.

Duties:

Bathrooms: empty trash receptacles
sweep floor
stock all paper products
clean and sanitize all sinks, urinals and commodes
clean all mirrors
clean & dust all walls as needed
mop and sanitize floor

Kitchens: empty trash receptacles
sweep floors
clean all counter tops, sinks and appliances
assure all dishes are clean and put away
mop and sanitize floors

Meeting rms./office areas: empty trash receptacles
high & low level dusting
clean all table tops
sweep/vacuum floors
mop as needed
clean windows

Hall/entry ways: clean all windows
sweep/vacuum floors
dusting high and low level
mop floors as needed

In all of the above mentioned areas replace all burned out light bulbs as needed. Report all needs to your Battalion Chief or Buildings & Grounds committee representative.

All duties should be routinely checked twice per week and performed a minimum of once per week.

Endorsed _____

Modified _____

Rejected _____

Date _____

MEMORANDUM

TO: City Manager
 FROM: Ken Roberts, Associate Planner
 SUBJECT: **Tax-Exempt Financing and Parking Lot Setback - Vomela**
 LOCATION: 2354 English Street
 DATE: April 4, 1997

INTRODUCTION

Vomela Specialty Company is requesting that the city council make two approvals for their business. The first approve is the final agreement for \$1.0 million in tax-exempt bond financing for Camada Limited Partnership. Vomela and Camada Limited Partnership would use this financing to pay for improvements they made to the existing building at 2354 English Street. (See the maps on pages 4 and 5.) These improvements have allowed the business to expand into Maplewood. Vomela is requesting that the city approve this financing so the bond interest will be tax-exempt. Maplewood must approve the financing. (See the letter from Mary Ippel on page 7.)

Vomela's second request is to expand their parking lot on the south side of their building. The proposed expansion would go into the Highway 36 right-of-way. (See the site plan on page 6.)

BACKGROUND

On February 26, 1996, the council adopted a resolution giving preliminary intent of approval for this financing.

DISCUSSION**Financing**

This request meets the city's requirements for tax-exempt financing. Maplewood is not liable for this financing. The applicant remodeled the building at 2354 English Street between January and June 1996 to expand their business into Maplewood.

Parking Lot Expansion

Vomela wants to expand their parking lot for two reasons. The first is to provide about 15 more paved off-street parking for their employees. Secondly, they want to widen the drive area to allow easier access for trucks to the rear corner of the site. Maplewood normally requires a 15-foot setback from a street or highway right-of-way for parking lots and driveways. However, the proposed parking expansion area would go into the Highway 36 right-of-way. As such, this proposal needs council approval.

Maplewood needs to decide what is more important for this site - keeping all of the grass near the highway or allowing a business to better serve its employees. This proposal meets the criteria for approving a variance. The plight of the landowner here is due to circumstances unique to his property, not created by the landowner. The parking and driveway layout existed when Vomela bought the property. If the city grants this request it will not alter the essential character of the site or the area.

RECOMMENDATIONS

- A. Approve the attached tax-exempt financing resolution starting on page 9. Approval is subject to the following conditions:
1. Vomela and Camada Limited Partnership shall meet the city's tax-exempt financing requirements.
 2. Vomela or Camada Limited Partnership shall pay Maplewood an administrative fee of \$10,000 at the bond closing.
- B. Approve the parking lot expansion request for Vomela at 2354 English Street as shown on the site plan on page 6. This approval is subject to the following conditions:
1. Before paving the parking area, the owner or contractor shall:
 - a. Get a grading permit from the city engineering department.
 - b. Have the city engineer approve a grading and erosion control plan for the project.
 - c. Show the south edge of the parking area with a continuous bituminous curb next to the grass. For the part of the parking lot next to the highway ditch, the owner or contractor shall install concrete curb stops to allow storm water to run off the parking lot into the ditch.
 2. The owner or contractor shall submit a striping plan to the director of community development for approval. This plan shall meet all city standards for parking stall and driveway dimensions.
 3. The owner or contractor shall install stop signs at each driveway on to English Street.

REFERENCE

Findings for Variance Approval

State law requires that the city council make the following findings to approve a variance from the zoning code:

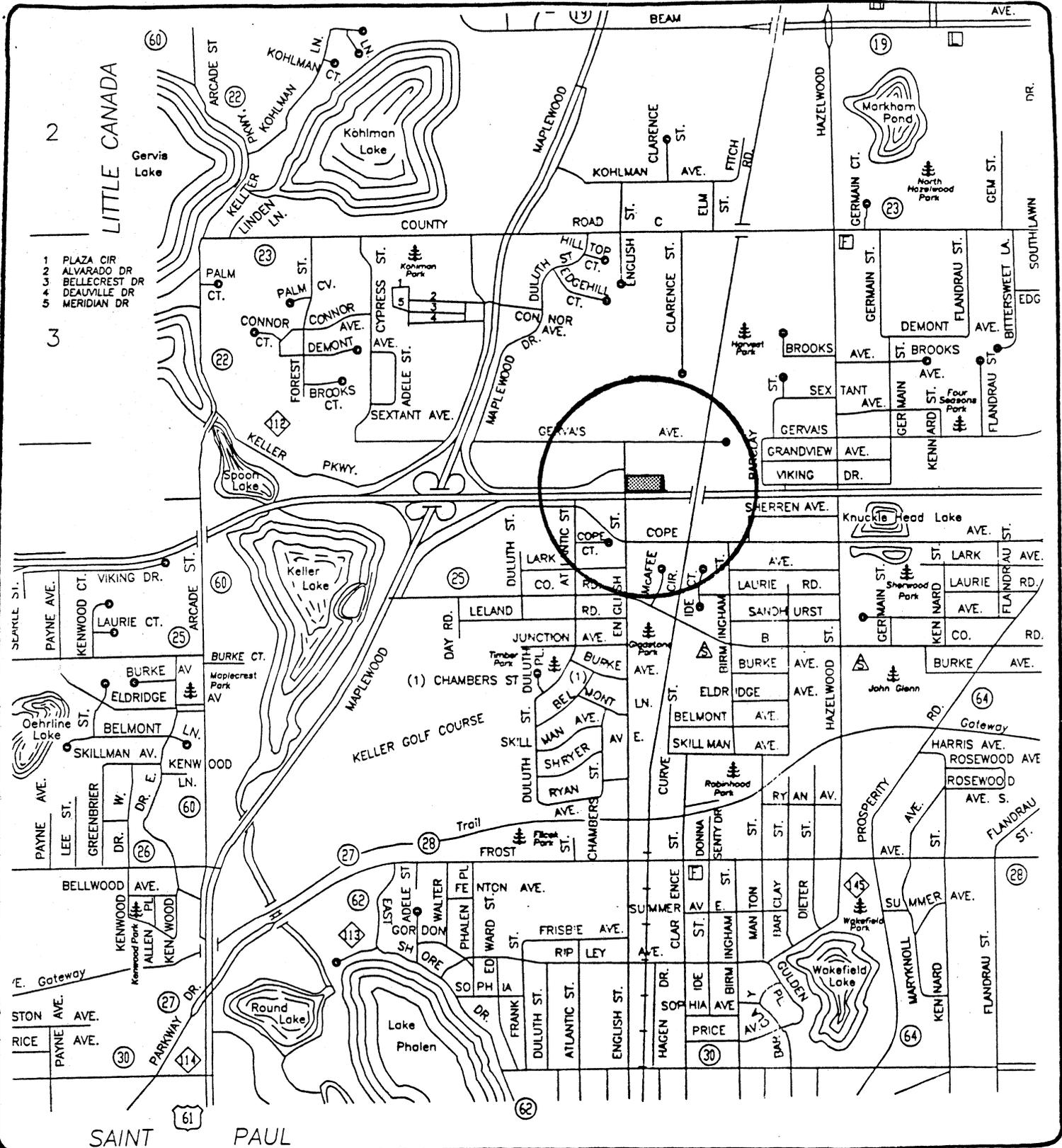
1. Strict enforcement would cause undue hardship because of circumstances unique to the property under consideration.
2. The variance would be in keeping with the spirit and intent of the ordinance.

"Undue hardship," as used in granting of a variance, means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls. The plight of the landowner is due to circumstances unique to his property, not created by the landowner, and if granted, the variance will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance.

p/Sec 10:vomela.fin

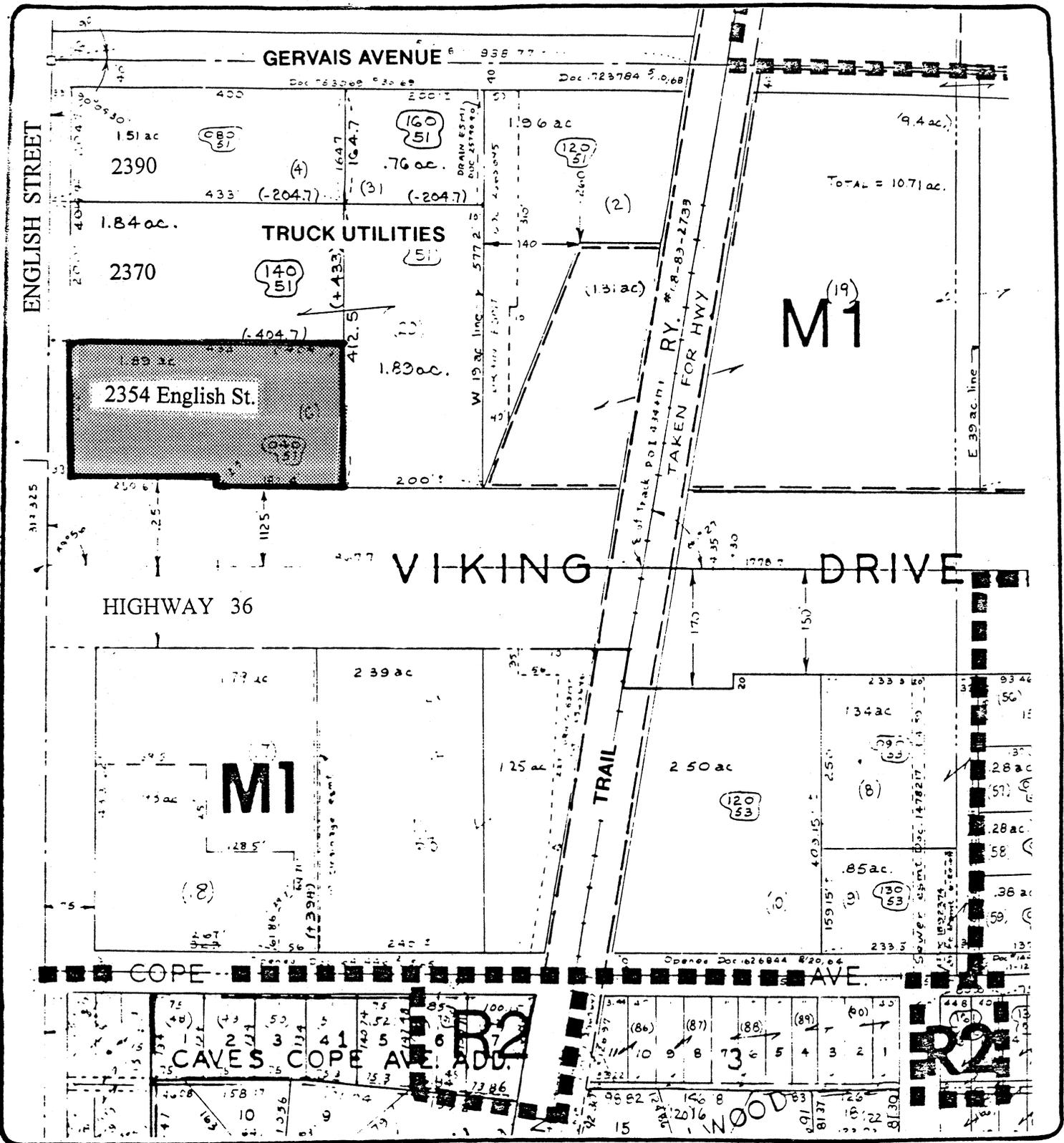
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. 4-3-97 letter from Mary Ippel
5. Resolution



LOCATION MAP





PROPERTY LINE / ZONING MAP



LAW OFFICES
BRIGGS AND MORGAN
PROFESSIONAL ASSOCIATION

2200 FIRST NATIONAL BANK BUILDING
SAINT PAUL, MINNESOTA 55101

TELEPHONE (612) 223-6600
FACSIMILE (612) 223-6450

MINNEAPOLIS OFFICE
2400 IDS CENTER
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE (612) 334-8400
FACSIMILE (612) 334-8650

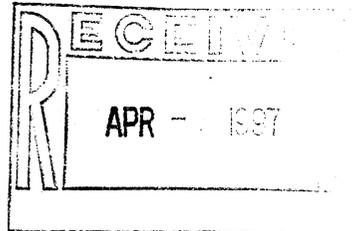
WRITER'S DIRECT DIAL NUMBER

April 3, 1997

(612) 223-6620

VIA FAX AND U.S. MAIL

Ken Roberts
City of Maplewood
1830 East County Road B
Maplewood, MN 55109



**Re: City of Maplewood, Minnesota - \$1,000,000 Variable Rate Demand
Industrial Development Revenue Bonds, Series 1997 (Camada Limited
Partnership Project)**

Dear Ken:

It is proposed that the City of Maplewood issue the above referenced bonds (the "Bonds") to provide for the financing of a manufacturing project to be leased to Vomela Specialty Company.

Enclosed is a Resolution Authorizing the Issuance and Sale of the Bonds for City consideration on April 14, 1997 after the public hearing to be held on the issuance of the Bonds. The City of Maplewood is issuing the Bonds as a "conduit issuer" only and is not subject to any liability on the Bonds. No holder of the Bonds shall ever have the right to compel any exercise of the taxing power of the City to pay the Bonds or the interest thereon nor to enforce payment of the Bonds against any property of the City, except the manufacturing facility which is being financed from the proceeds of the Bonds. The Bonds must state in the form of Bond that the Bond including interest thereon, is payable solely from the revenues pledged to its payment, and that the Bond shall not constitute a debt of the City within the meaning of any constitutional or statutory limitation.

I will be out of the office on April 14. Peter Seed of our office will attend the City Council meeting.

BRIGGS AND MORGAN

Ken Roberts
April 3, 1997
Page 2

If you have any questions, please give me a call.

Very truly yours,


Mary L. Ippel


MLI:tfy

cc: Peter Seed

Extract of Minutes of Meeting of the
City Council of
the City of Maplewood, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Maplewood, Minnesota was duly held at the City Hall in said City on Thursday, the 14th day of April, 1997, at _____ o'clock P.M.

The following Councilmembers were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,000,000 VARIABLE RATE DEMAND INDUSTRIAL DEVELOPMENT REVENUE BONDS, SERIES 1997 (CAMADA LIMITED PARTNERSHIP PROJECT) TO FINANCE A PROJECT

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,000,000 VARIABLE RATE DEMAND INDUSTRIAL DEVELOPMENT REVENUE BONDS, SERIES 1997 (CAMADA LIMITED PARTNERSHIP PROJECT) TO FINANCE A PROJECT

BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota (the "Issuer"), as follows:

1. The Issuer has received a proposal from the Camada Limited Partnership, a Minnesota limited partnership (the "Company"), that the Issuer undertake to finance a certain Project as herein described, and pursuant to Minnesota Statutes, Sections 469.152 through 469.1651 (the "Act"), through issuance by the Issuer of its \$1,000,000 Variable Rate Demand Industrial Development Revenue Bonds, Series 1997 (Camada Limited Partnership Project) (the "Bonds").

2. It is proposed that, pursuant to a Loan Agreement dated as of May 1, 1997, between the Issuer and the Company (the "Loan Agreement"), the Issuer loan the proceeds of the Bonds to the Company to finance renovation of the Company's approximately 45,000 square foot manufacturing facility located at 2354 English Street (the "Project"). The basic payments to be made by the Company under the Loan Agreement are fixed so as to produce revenue sufficient to pay the principal of, premium, if any, and interest on the Bonds when due. It is further proposed that the Issuer assign its rights to the basic payments and certain other rights under the Loan Agreement to a trustee to be named in the Indenture described below (the "Trustee") as security for payment of the Bonds under an Indenture of Trust dated as of May 1, 1997 (the "Indenture"). Payment of the Bonds is initially secured by an irrevocable Letter of Credit to be issued by Norwest Bank Minnesota, National Association in favor of the Trustee in an amount equal to the principal amount of the Bonds plus a certain amount of interest thereon. The Bonds are intended to be privately placed with accredited investors by Norwest Bank Minnesota, National Association (the "Placement Agent") in accordance with a Bond Placement Agreement dated as of closing among the Issuer, the Company and the Placement Agent (the "Placement Agreement") and pursuant to a Private Placement Memorandum dated as of the date of closing (the "Memorandum").

3. Pursuant to the preliminary approval of the Issuer, forms of the following documents have been submitted to the Issuer for approval:

- (a) The Loan Agreement,
- (b) The Indenture, and
- (c) Placement Agreement.

The use of the Memorandum is hereby approved, but the Issuer takes no responsibility for any of the information contained therein.

4. It is hereby found, determined and declared that:

(a) it is desirable that the Bonds be issued by the Issuer upon the terms set forth in the Indenture;

(b) the Loan Agreement and Indenture provide that the Company is required to pay the basic payments under the Loan Agreement which are fixed to produce revenue sufficient to provide for the prompt payment of principal of, premium, if any, and interest on the Bonds issued under the Indenture when due, and all expenses of the operation and maintenance of the Project, including, but without limitation, adequate insurance thereon and insurance against all liability for injury to persons or property arising from the operation thereof, and all taxes and special assessments levied upon or with respect to the Project Premises and payable during the term of the Loan Agreement and Indenture; and

(c) under the provisions of Minnesota Statutes, Section 469.155, and as provided in the Loan Agreement and Indenture, the Bonds are not to be payable from or charged upon any funds other than the revenue pledged to the payment thereof; the Issuer is not subject to any liability thereon; no holder of any Bonds shall ever have the right to compel any exercise by the Issuer of its taxing powers to pay any of the Bonds or the interest or premium thereon, or to enforce payment thereof against any property of the Issuer except the interests of the Issuer in the Loan Agreement which have been assigned to the Trustee under the Indenture; the Bonds shall not constitute a charge, lien or encumbrance, legal or equitable upon any property of the Issuer except the interests of the Issuer in the Loan Agreement which have been assigned to the Trustee under the Indenture; the Bonds shall recite that the Bonds are issued without moral obligation on the part of the state or its political subdivisions, and that the Bonds, including interest thereon, are payable solely from the revenues pledged to the payment thereof; and, the Bonds shall not constitute a debt of the Issuer within the meaning of any constitutional or statutory limitation.

5. Subject to the final approval of Issuer's counsel the forms of the Loan Agreement, Indenture and Placement Agreement and exhibits thereto are approved substantially in the form

submitted. The Loan Agreement, Indenture and Placement Agreement are directed to be executed in the name and on behalf of the Issuer by the Mayor and the City Clerk. Any other documents and certificates necessary to the transaction described above shall be executed and delivered by the appropriate Issuer officials. Copies of all of the documents necessary to the transaction herein described shall be delivered, filed and recorded as provided herein and in the Loan Agreement, Indenture and Placement Agreement.

6. The Issuer shall proceed forthwith to issue its Bonds, in the form and upon the terms set forth in the Indenture. The offer of the Placement Agent to place the Bonds for sale to accredited investors at par plus accrued interest to the date of delivery at the interest rate or rates specified in the Indenture as of the date of issuance of the Bonds at a rate not to exceed 10% per annum is hereby accepted. The Mayor and City Clerk are authorized and directed to prepare and execute the Bonds as prescribed in the Indenture and to deliver them to the Trustee for authentication and delivery to the Placement Agent.

7. The Mayor and City Clerk and other members of the City are authorized and directed to prepare and furnish to the Placement Agent certified copies of all proceedings and records of the Issuer relating to the Bonds, and such other affidavits and certificates as may be required to show the facts relating to the legality of the Bonds as such facts appear from the books and records in the officers' custody and control or as otherwise known to them; and all such certified copies, certificates and affidavits, including any heretofore furnished, shall constitute representations of the Issuer as to the truth of all statements contained therein.

8. The approval hereby given to the various documents referred to above includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by Issuer's counsel and the officials authorized herein to execute said documents prior to their execution; and said officials are hereby authorized to approve said changes on behalf of the Issuer. The execution of any instrument by the appropriate officer or officers of the Issuer herein authorized shall be conclusive evidence of the approval of such documents in accordance with the terms hereof. In the absence

of the Mayor or City Clerk, any of the documents authorized by this resolution to be executed may be executed by the acting Mayor or designee of the City Clerk, respectively.

Adopted: April 14, 1997

Mayor

Attest _____
Clerk

(SEAL)

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF MAPLEWOOD

I, the undersigned, being the duly qualified and acting Clerk of the City of Maplewood, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City of Maplewood duly called and held on the date therein indicated, insofar as such minutes relate to the authorization of the issuance of the \$1,000,000 Variable Rate Demand Industrial Development Revenue Bonds, Series 1997 (Camada Limited Partnership Project).

WITNESS my hand and the seal of said City of Maplewood this ___ day of April, 1997.

Clerk

(SEAL)

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Conditional Use Permit and Design Review
PROJECT: American Portable Telecom Monopole
LOCATION: English Street and Gervais Avenue
DATE: March 18, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

Project Description

Michelle Johnson, representing American Portable Telecom, Inc, is proposing to install a 165-foot-tall monopole for telecommunications equipment. They want to install this monopole on the vacant property on the southwest corner of English Street and Gervais Avenue, just north of Highway 36. (Refer to the maps and plans on pages 5- 9 and the letter starting on page 10.) There also would be 5' x 3' x 3' prefabricated equipment cabinets near the base of the monopole. APT would lease an 80' x 80' area from the property owner and would enclose the lease area with an 8-foot-high chain link fence.

Requests

The applicant is requesting that the city approve:

1. A conditional use permit (CUP) for a monopole and related equipment in an M-1 (light industrial) zoning district.
2. The design, site and fencing plans.

BACKGROUND

On January 13, 1997, the council adopted the commercial use antenna and tower ordinance.

DISCUSSION

Conditional Use Permit

The city council should approve this request. This project meets the requirements of the tower ordinance and the criteria for a CUP. The site design would be compatible with the adjacent commercial structures and uses.

City staff received comments from two nearby property owners expressing concerns that the tower might cause interference with other radio and satellite systems. Ms. Johnson told me that the two systems are on different frequencies and should not interfere with each other.

Design and Site Issues

Access to the lease area and tower would be a driveway from English Street. As proposed, the monopole would be 249 feet from English Street and 118 feet from Gervais Avenue. The site design would fit in with the nearby commercial buildings. The city should require the removal of any debris and general site clean up as conditions of this approval.

COMMISSION ACTION

On March 11, 1997, the community design review board recommended approval of the design plans for the project.

On March 17, 1997, the planning commission recommended approval of the conditional use permit, subject to four conditions.

RECOMMENDATIONS

- A. Adopt the resolution on pages 15 and 16. This resolution approves a conditional use permit to allow a 165-foot-tall telecommunications monopole and related equipment. This approval is for the vacant property on the southwest corner of English Street and Gervais Avenue. Approval is based on the findings required by the ordinance and is subject to the following conditions:
 - 1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
 - 2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 - 3. The city council shall review this permit in one year.
 - 4. The applicant has submitted a letter to the city showing an intent to allow the collocation of telecommunications equipment on the proposed tower.

- B. Approve the plans date-stamped February 12, 1997, for a 165-foot-tall telecommunications monopole and equipment on the vacant property on the southwest corner of English Street and Gervais Avenue. Approval is based on the findings required by code and subject to the applicant doing the following:
 - 1. Repeat this review in two years if the city has not issued permits for this project.
 - 2. Before getting a building permit, provide a grading, drainage, driveway and erosion control plan to the city engineer for approval. The erosion control plan shall meet all ordinance requirements.
 - 3. Before getting a certificate of occupancy, the applicant shall remove and dispose of any debris and ensure that the site is cleaned up.

4. If any required work is not done, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 150% of the cost of the unfinished work.
5. All work shall follow the approved plans. The director of community development may approve minor changes.

CITIZENS' COMMENTS

I surveyed owners of the six properties within 350 feet of the proposed site. We received two replies. Both replies had concerns about the proposal. (See the comments on pages 13 and 14.)

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 67,776 square feet (1.55 acres)
Existing land use: Vacant

SURROUNDING LAND USES

North: Vacant land across Gervais Avenue
South: Metcalf Moving parking area and frontage road
West: Outdoor storage area
East: Truck Utilities across English Street

PLANNING

Land Use Plan designation: M-1 (light industrial)
Zoning: M-1

Ordinance Requirements

Section 36-600(5)(b)(1) requires a CUP for a tower in an industrial zoning district.

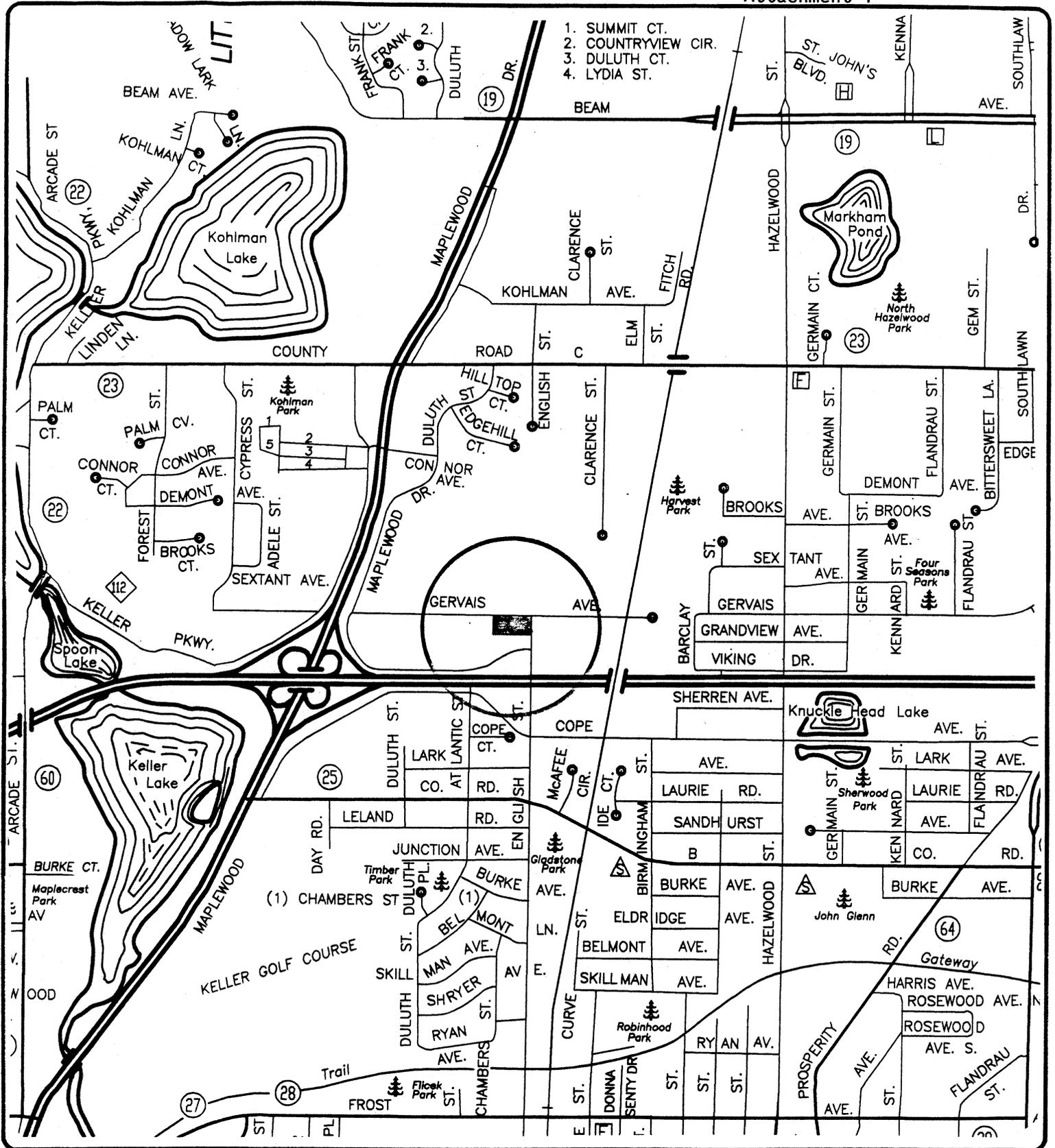
Findings for CUP Approval

Section 36-442(a) states that the city council must base approval of a CUP on nine standards for approval. Refer to findings one through nine in the resolution on pages 15 and 16.

p:sec9\apptower.mem

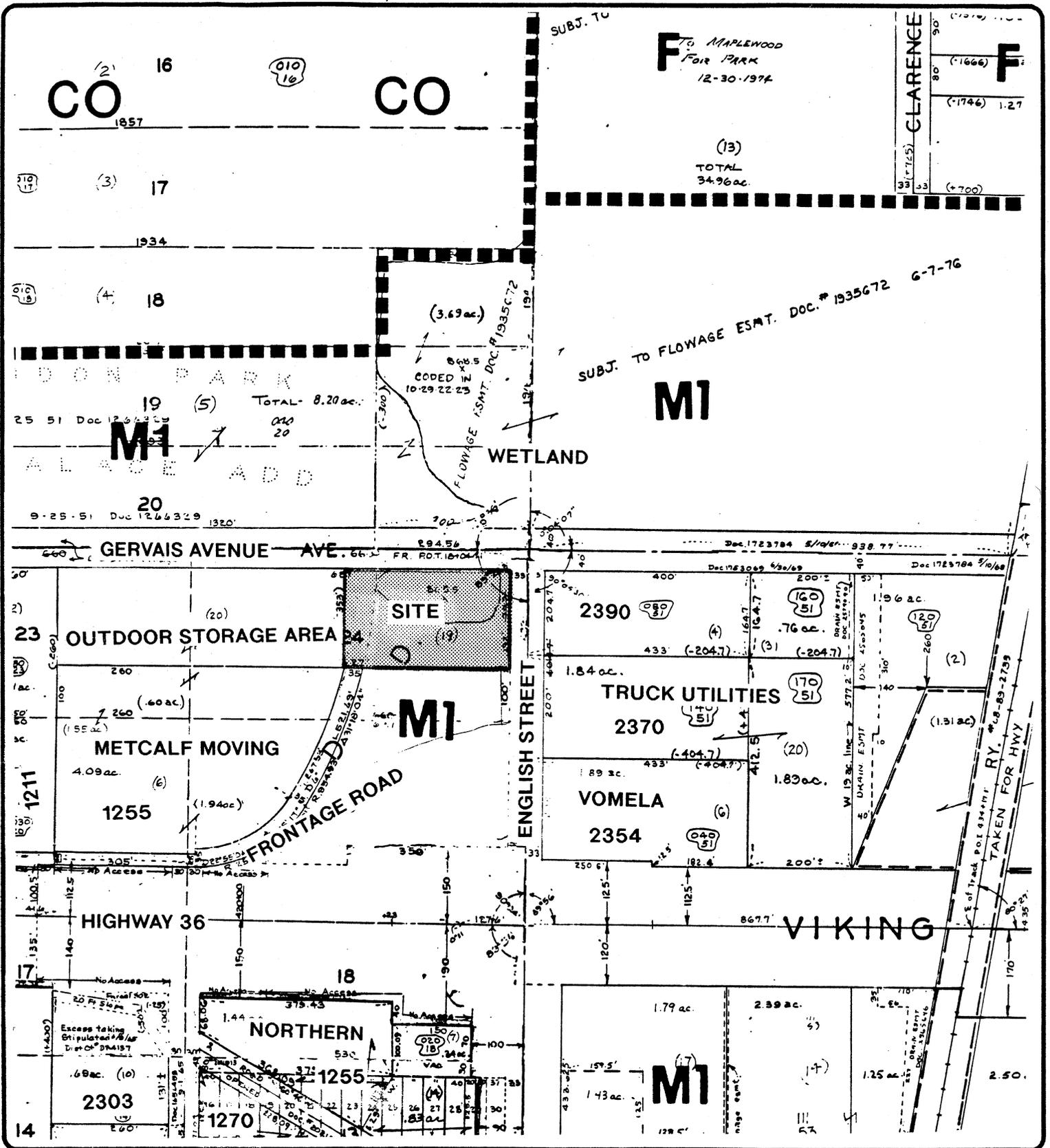
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Enlarged Site Plan
5. Elevations
6. Applicant's letter dated February 11, 1997
7. Metcalf Moving comments
8. 2-26-97 letter from Truck Utilities
9. Conditional Use Permit Resolution
10. Plans date-stamped February 12, 1997 (separate attachment)

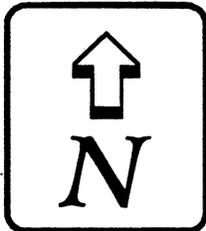


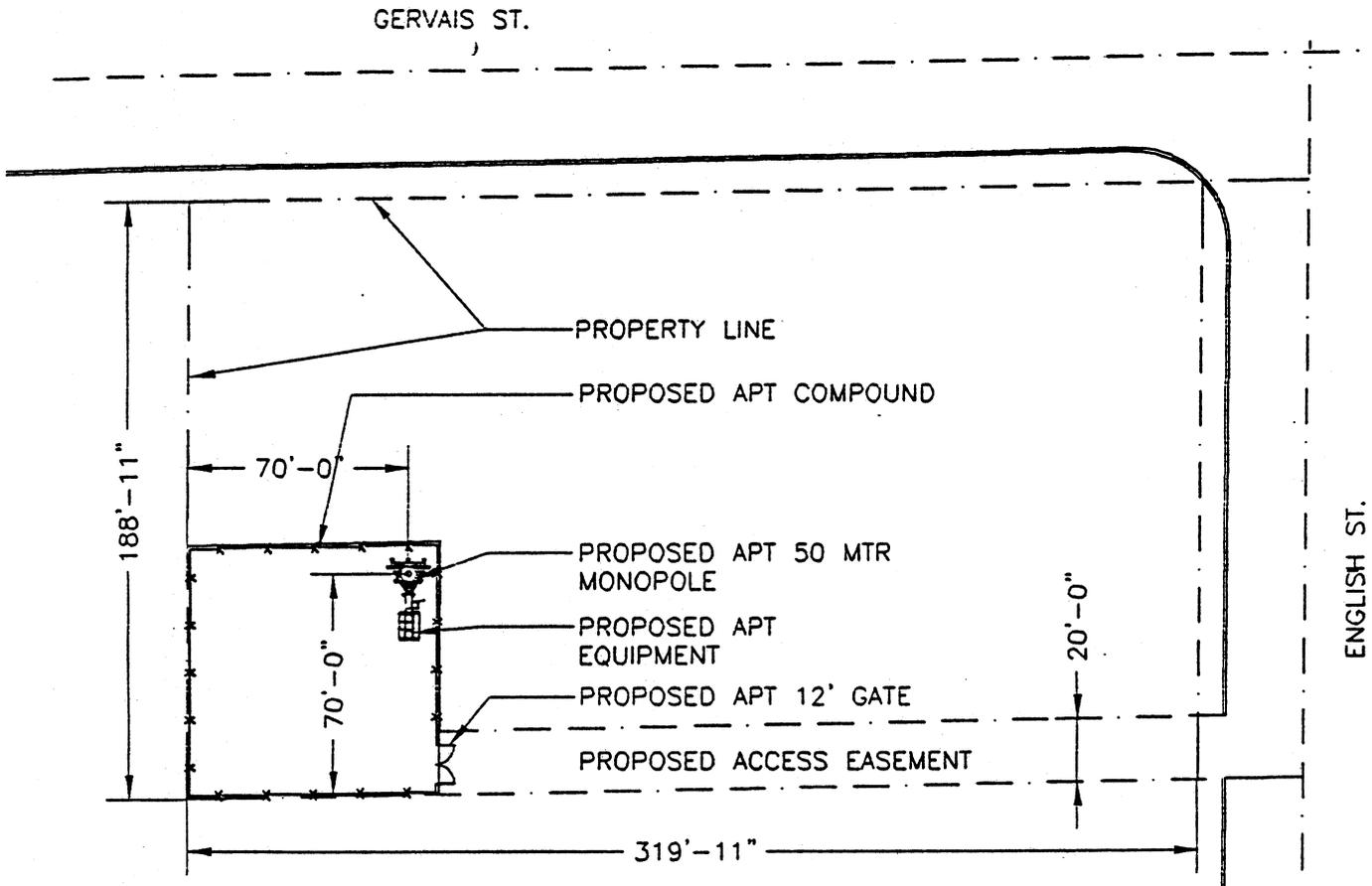
LOCATION MAP





PROPERTY LINE / ZONING MAP



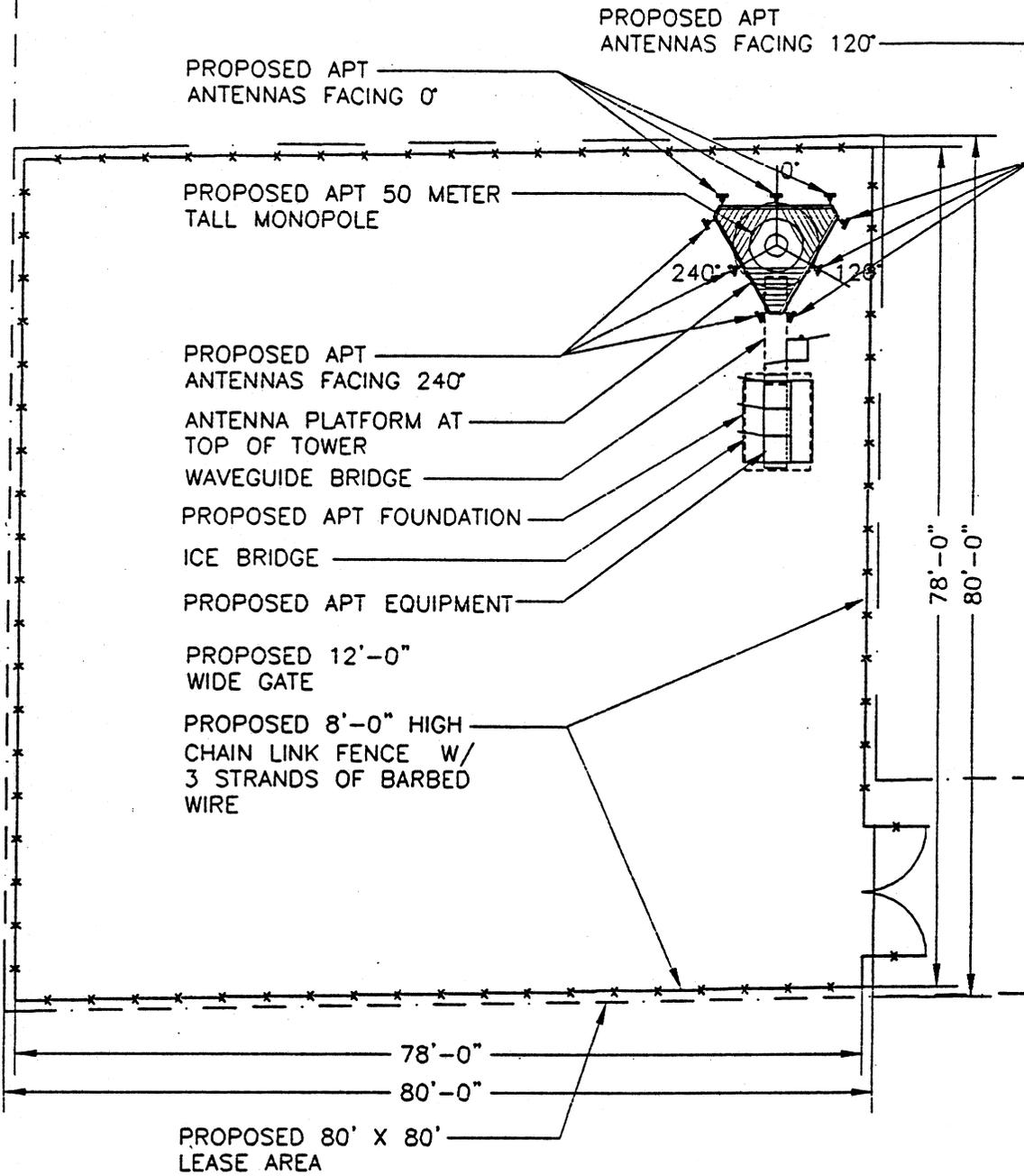


SITE PLAN

1"=60'-0"

SITE PLAN

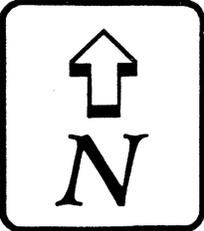
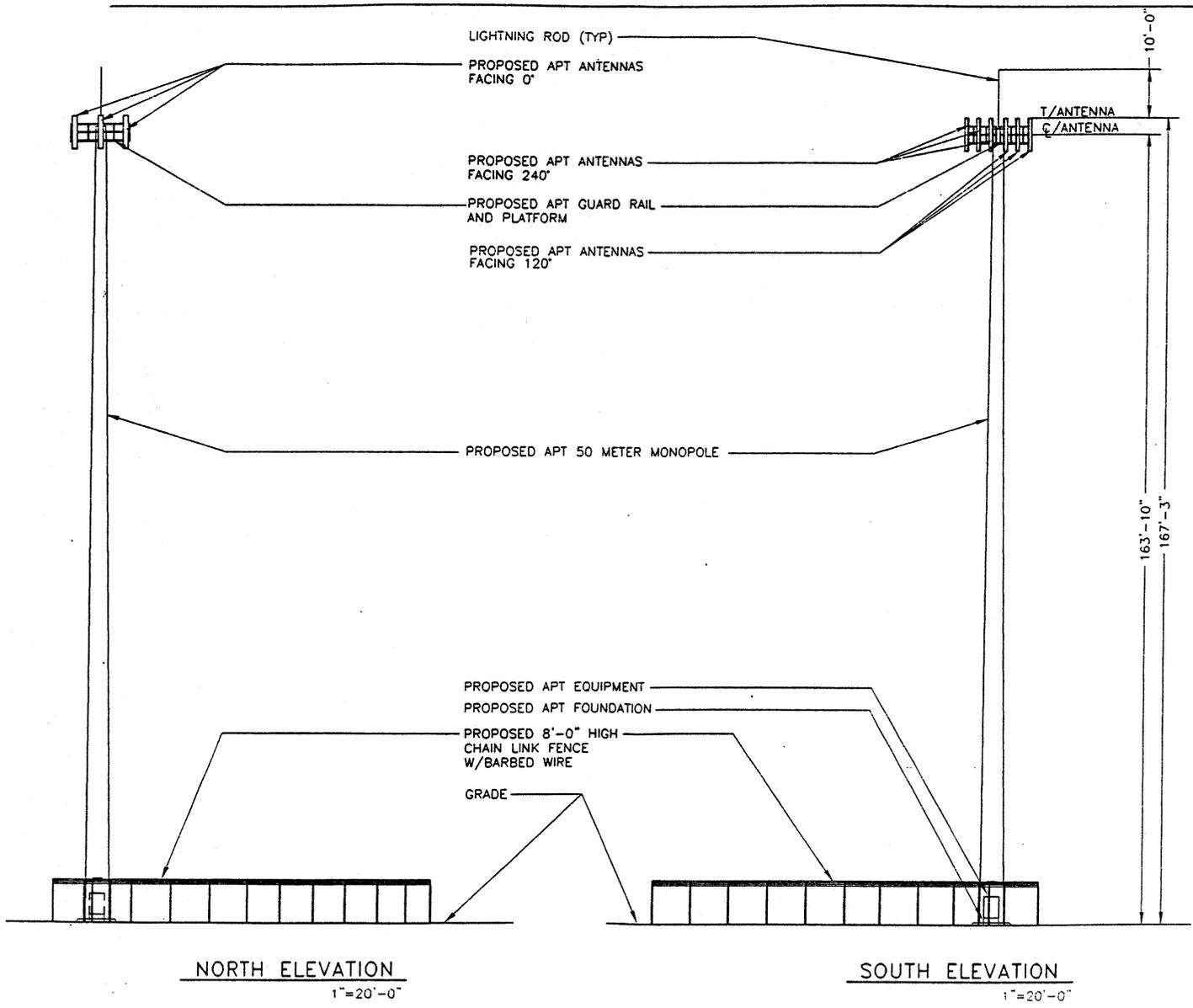


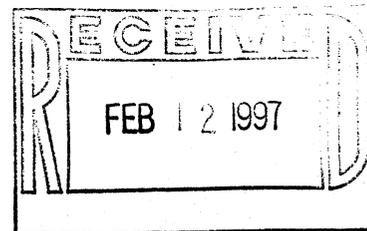


ENLARGED PLAN

1"=16'-0"







**CELLULAR
REALTY
ADVISORS, INC.**

1701 E. 79th Street, Suite 19
Bloomington, MN 55425
(612) 858-0000
(612) 854-4105 Fax

11 February 1997

Melinda Coleman
Community Development Director
1830 County Road B East
Maplewood, MN 55109

**RE: Application for Conditional Use Permit
Proposed PCS Wireless Telephone Antenna Tower
Site A1N050**

Dear Ms. Coleman:

This letter accompanies an application for a Conditional Use Permit for a proposed Personal Communications Services (PCS) wireless telephone antenna tower and cell site at 1300 Gervais Street in Maplewood, Minnesota. The property at issue is owned by Jalmer Berg. I have been authorized by APT to act as their representative for planning and zoning matters.

APT is a subsidiary of Telephone and Data Systems, Inc. (TDS). TDS is a Chicago-based telecommunications company which provides cellular telephone, local telephone, and radio paging services to more than 1.9 million customers in 37 states and the District of Columbia through its subsidiaries, including United States Cellular Corporation, TDS Telecommunications Corporation, and American Paging, Inc. APT directs PCS technology for TDS.

APT is committed to providing PCS services to the Minneapolis-St. Paul Metropolitan Area. Last year, APT was granted a license by the Federal Communications Commission to operate a PCS Wireless Phone System in the Twin Cities market area as well as five other major markets in the United States. APT is the fifth largest PCS license holder in the United States in terms of population equivalents.

PCS is one of the newest emerging low-power wireless technologies. PCS stands for Personal Communications Services and will truly allow businesses, individuals, and government services to communicate in an entirely new way. Although similar to traditional cellular systems, PCS will look, sound and work better, with the added advantage of being able to provide fax service, paging,

computer data, and video transmission in just one portable handheld phone. PCS wireless is digital so it transmits with more clarity than cellular. Also, PCS is secure. User verification systems eliminate cloning and encryption prevents calls from being overheard. These are just some of the features PCS can offer.

PROPOSED USE

The site is currently being used for a parking lot. The site is zoned M-1, Light Industrial. APT is proposing to construct a 50 meter (approximately 165 foot) monopole on this site. There will be up to nine directional panel antennas (77" high x 6" wide x 1.5" deep) mounted on the tower. These panels operate within the 1.9 GHz to 2.2 GHz radio frequency range. Unmanned prefabricated equipment cabinets measuring approximately 5' high x 3' wide x 3' deep will be located near the base of the tower. Typically, these equipment cabinets are connected to the antennas by a 1 5/8" cable (each antenna requires one cable run). The communication equipment requires 100 amp, 220 volt, single phase electrical service. The antennas will transmit and receive low power radio signals. The tower will be constructed of galvanized metal which weathers to a light gray color. The antennas and tower are not required to be lighted, according to FAA requirements.

ZONING AND CONDITIONAL USE REQUIREMENTS

This proposed use will be in conformity with the City's comprehensive plan and Code of Ordinances. An ordinance specifically addressing the placement of telecommunications towers has recently been adopted in the city of Maplewood. Light Industrial is a zoning classification that was recognized as being appropriate for this use if all conditions are met. In fact, it is the number one primary land use suggested for tower sites when a co-location opportunity cannot be found. In this case, there are no available co-location opportunities within a one-half mile radius of the proposed site. Our antennas must be located at 165 feet. There are no structures of a sufficient height to accommodate those needs.

The proposed use will not impair the use and enjoyment of surrounding property nor impede its normal development. Currently, the proposed site is adjacent to parking on both the south and the west side. To the east are industrial land uses. The land to the north is vacant at this time. The use will require little maintenance so it will not be distracting to the surrounding property uses. No personnel will be stationed at the site. The equipment cabinets are not equipped with water or sewer facilities, nor are they large enough to house employees. The cabinets are intended only to enclose and protect the electronics. No signs will be posted on the tower or cabinets except applicable warning or equipment information signs. Traffic will not increase due to the use and it will not create unsafe access on related streets. There is no information which indicates that the construction of this site would diminish or impair property values within the area.

There are no activities associated with this use which would produce airborne emissions, odor, vibration, heat, glare, radioactive materials, or loud noises. All equipment and materials needed to operate the site are located within the equipment building. Heating, ventilating, and air conditioning equipment are located within the cabinets. Since the site does not have water or sanitary facilities, it will generate no waste water. Current levels of all public facilities and services are adequate to meet any needs of this use. Interference is not generally a concern because all users operate on different frequency levels. However, APT maintains compliance with all FCC regulations and if a problem were to arise, APT would act promptly to correct it.

Enclosed please find a completed Application for CUP, a completed application to the Community Design Review Board, fourteen (14) copies of the site plan, one copy of the site plan reduced to 8 ½ " x 11", a letter of intent to allow co-location on this tower, design specifications for this monopole tower which show the tower wind loading criteria and the availability for co-location, mailing labels for the property owners within 350 feet of the proposed site, and a check in the amount of one thousand, one hundred and forty-six dollars (\$1146).

APT respectfully requests that this proposal be placed on the Review Board Agenda for February 24, 1997. APT appreciates the assistance you have provided and looks forward to working with you to provide PCS wireless capability in the city of Maplewood. If you have any further questions or concerns, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Michelle R. Johnson". The signature is written in a cursive style with a large, prominent "R" and "J".

Michelle R. Johnson
Zoning Coordinator, Cellular Realty Advisors, Inc., on behalf of APT
858-0090 (office), 854-4105 (fax)



CITY OF MAPLEWOOD

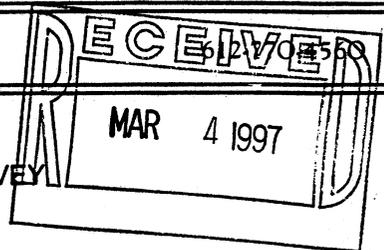
1830 E. COUNTY ROAD B MAPLEWOOD, MINNESOTA 55109

57

DEVELOPMENT

AA METCALF MOVING AND STORAGE COMPANY INC
1255 VIKING DR E
MAPLEWOOD MN 55109-2046

NEIGHBORHOOD SURVEY
February 19, 1997



This survey is to get your opinion on an application Maplewood has received for property in your neighborhood. The application is to build a 165-foot-tall monopole for telecommunications equipment on the southwest corner of English Street and Gervais Avenue. (See the enclosed maps and letter.) The applicant is American Portable Telcom (APT).

I need your opinion to help me prepare a recommendation to the planning commission and city council. Please write your opinion and comments below. Return only this cover letter (and any attachments on which you have written comments) to me in the enclosed postage-paid envelope by March 1, 1997.

If you want more information, please call me at 770-4566 between 8 a.m. and 5 p.m. I will send you a notice of any public hearings on this application. Thank you for your comments. I will give them careful consideration.

KENNETH ROBERTS - ASSOCIATE PLANNER
Enclosures

 I am for this proposal because _____

 I have no comment.

I object to this proposal because _____

IT WILL INTERFERE WITH OUR "GEDSTAR" SATELLITE TRUCK TRACKING SYSTEM, AND ALSO OUR FUTURE PLANS TO DEVELOP THE ADJACENT PARCELS INTO

If you object, describe below or draw on the enclosed map(s) any changes that would make this application acceptable. If no changes would make it acceptable, how should the owner develop or use this property?

A MULTI-TENANT WAREHOUSE COMPLEX.

Use the reverse side if you need more room.

(BOTH THE PARCEL TO THE SOUTH & THE PARCEL CURRENTLY BEING USED FOR R.V. STORAGE.)

(Project: APT Tower)
(Section: 9)

WE ALSO OUR TOLD THAT THEY (TOWERS) DO NOT HELP PROPERTY VALUES FOR ADJOINING BUSINESS COMPLEXES, AND DO NOT ATTRACT TENANTS.

Equal Opportunity Employer

** WE DEFINITELY WANT TO BE CONTACTED IF THERE IS A FORMAL MEETING, SO WE CAN COME AND PROTEST THIS.*

TRUCK UTILITIES MFG. CO.

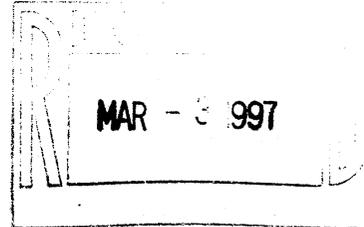


Attachment 8

2370 English Street at Highway 36 St. Paul, Minnesota 55109 - 2098 (612) 484-3305 Fax: (612) 484-0076

February 26, 1997

City of Maplewood
Office of Community Development
1830 East Co. Rd. B
Maplewood, MN 55109



Attn: Mr. Kenneth Roberts

Re: Telecommunications Tower

Truck Utilities has recently given the O.K. on the proposal to erect a communications tower, but after talking to Mr. Allen Metcalf, he brought up a concern which we never thought of. As you know, Metcalf has a large number of tractor trailers that are used in his moving company operation. His concern is that the tower, with all of its telecommunication equipment, could interfere with his GPS tracking systems, and also his communications with his vehicles. His tracking system is essential to his company as is communication with his drivers. These questions have to be addressed before we can make an objective decision by Truck Utilities.

We would like this resolved before any hearings.

Sincerely,

Leo Capeder

Vice President
Truck Utilities & Mfg. Co.

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Ms. Michelle Johnson, representing American Portable Telecom (APT), Inc. applied for a conditional use permit to install a 165-foot-tall telecommunications monopole and related equipment.

WHEREAS, this permit applies to the property on the southwest corner of English Street and Gervais Avenue. The legal description is:

Subject to streets; except the South 100 feet; the East 353 feet of Block 24, Clifton Addition in Section 9, Township 29, Range 22 in Ramsey County, Minnesota. (PIN 09-29-22-41-0019)

WHEREAS, the history of this conditional use permit is as follows:

1. On March 17, 1997, the planning commission recommended that the city council approve this permit.
2. The city council held a public hearing on April 14, 1997. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described conditional use permit, because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the city's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.

9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. The applicant has submitted a letter to the city showing an intent to allow the collocation of telecommunications equipment on the proposed tower.

The Maplewood City Council approved this resolution on _____ 1997.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
MARCH 11, 1997**

B. Cellular Telephone Tower Site for American Portable Telecom, Inc.—SW Corner of English Street and Gervais Avenue

Michelle Johnson, representing American Portable Telecom, said she had reviewed the staff report and concurred with the recommendations. Ms. Johnson explained that one electrical cabinet would be 5 feet high, 3 feet wide and 3 feet deep. This single receptacle would be set slightly apart from a row of three smaller cabinets. They are an off-white color and would be surrounded by a barbed-wire fence. Ms. Johnson said the pole is hollow and constructed of galvanized metal that weathers to a sky gray color.

According to Ms. Johnson, the grass inside the fenced area will be cut and any debris will also be removed. The access road will be gravel.

Boardmember Vidyashankar moved the Community Design Review Board recommend:

B. Approval of the plans, date-stamped February 12, 1997, for a 165-foot-tall telecommunications monopole and equipment on the vacant property on the southwest corner of English Street and Gervais Avenue. Approval is based on the findings required by code and subject to the applicant doing the following:

- 1. Repeat this review in two years if the city has not issued permits for this project.**
- 2. Before getting a building permit, provide a grading, drainage, driveway and erosion control plan to the city engineer for approval. The erosion control plan shall meet all ordinance requirements.**
- 3. Before getting a certificate of occupancy, the applicant shall remove and dispose of any debris and ensure that the site is cleaned up.**
- 4. If any required work is not done, the city may allow temporary occupancy if:**
 - a. The city determines that the work is not essential to the public health, safety or welfare.**
 - b. The city receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 150% of the cost of the unfinished work.**
- 5. All work shall follow the approved plans. The director of community development may approve minor changes.**
- 6. The color of the pole shall conform to the existing code. If there is any deviation, it shall be subject to staff approval.**

Boardmember Robinson seconded.

Ayes—all

The motion passed.

MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
MARCH 17, 1997

V. NEW BUSINESS

A. APT Telecommunications Tower Conditional Use Permit (English St. and Gervais Ave.)

Ken Roberts, associate planner, presented the staff report. Mr. Roberts also answered questions from the commissioners. Michelle Johnson, representing American Portable Telecom, said her company had submitted a letter, as part of the conditional use permit application, stating that they would remain open to the possibility of other companies using this tower for collocation. She said the tower needs to be 165 feet tall for optimum coverage of the area with the least number of antenna sites. This height also increases the chances of collocation with another provider.

Ms. Johnson said American Portable Telecom also had addressed the concerns of AA Metcalf Moving and Storage and Truck Utilities Manufacturing Company about possible interference with other communication systems. She assured the commission that, with a minimum separation distance, there should be no problems with interference because the systems operate on different frequency levels.

Commissioner Rossbach asked about the possibility of a loophole in the ordinance that would allow numerous 165 foot towers to be constructed with no requirement for collocation. Associate Planner Roberts felt that most communication companies would prefer to go on an existing tower for economic reasons. Melinda Coleman, director of community development, said there is always a possibility of companies not being able to come to an agreement on terms for collocation, but it would be difficult for the city to force it. She suggested that a provision be considered to require companies to decrease tower height when a number of them are built in a small radius.

Commissioner Frost moved the Planning Commission recommend:

- A. Adoption of the resolution which approves a conditional use permit to allow a 165-foot-tall telecommunications monopole and related equipment. This approval is for the vacant property on the southwest corner of English Street and Gervais Avenue. Approval is based on the findings required by the ordinance and is subject to the following conditions:
1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
 2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 3. The city council shall review this permit in one year.

Commissioner Kopesky seconded.

Commissioner Rossbach asked to have the letter from the applicant, that refers to collocation, mentioned in the conditions. It was agreeable with Commissioners Frost and Kopesky to add the following:

4. The applicant has submitted a letter to the city showing an intent to allow the collocation of telecommunications equipment on the proposed tower.

Ayes—all

The motion passed.

MEMORANDUM

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: National Tire Warehouse
LOCATION: South of 2580 White Bear Avenue
DATE: March 20, 1997

Action by Council:
Endorsed
Modified
Rejected
Date

INTRODUCTION

Project Description

National Tire Warehouse (NTW) is proposing to build an 11,394-square-foot auto service facility south of the Mogren Brother's Landscaping building. The proposed site is the northerly half of the Mogren outside-storage yard. Refer to the maps on pages 9-11 and the narrative on pages 12-13. As proposed, the building would have an exterior of fluted and split-face concrete block. The front elevation also will have an accent of stucco or dryvit (exterior insulation finish system). Refer to the elevation drawings.

Requests

To build this project, the applicant is requesting that the city approve:

- 1. A 60-foot wetland buffer variance. City code requires a 100-foot-wide setback (wetland buffer) from the wetland edge behind the proposed building. The wetland buffer is to protect the adjacent wetland to the east that the Ramsey-Washington Metro District has classified as a Class 1 wetland. Class 1 wetlands are those with conditions and functions most susceptible to human impact, are most unique, have the highest community resource significance and similar characteristics. The applicant is proposing a buffer that ranges from 40 to 65 feet, as measured from the wetland edge to the closest point of ground disturbance. Refer to the NTW's variance statement on page 13.
2. A conditional use permit (CUP) for a maintenance garage consisting of wheel and tire installation, brake servicing, shocks/strut installation and alignments.
3. The architectural, site and landscape plans.

DISCUSSION

Wetland Buffer Variance

The watershed district favors the proposed wetland setback reduction. According to Pat Conrad of the watershed district, the existing buffer next to the wetland is a graveled area that does not serve as a wetland buffer. Mr. Conrad feels it would be beneficial if NTW would provide a quality buffer as proposed instead of the existing noneffective buffer. Refer to the letter on page 14. Mr. Conrad, furthermore, is supportive of the two proposed stormwater ponds to treat the runoff before it enters the wetland.

Staff supports the proposed variance based on this acceptance by the watershed district. This is the same basis for approval as for the variance granted to Lexus to provide an improved 25-foot-wide wetland buffer instead of the existing poor-quality 100-foot-wide buffer.

Conditional Use Permit

The proposed facility would meet the findings for CUP approval. This business would be compatible with the existing development in the area.

Design Considerations

Aesthetics

The proposed building would be attractive and would be compatible with other nearby development. The applicant would store all new and used tires inside the building. This is a plus since tire storage is often an eyesore associated with tire installation shops.

Landscaping

The applicant should revise the landscape plan as follows:

1. Substitute the amur maple trees with a different species. The city does not allow amur maple trees since they are not native to Minnesota.
2. Substitute the seed mixture west of the wetland with MnDOT seed mix #250. Pat Conrad of the watershed district recommended this seed mixture.

On August 12, 1996, the city council directed staff to apply the Chanhassen Landscaping Ordinance on a trial basis to landscaping proposals we review for the next year. This ordinance bases the minimum amount of landscaping required on the cost of the proposed construction. The applicant estimates the project cost at \$500,000 to \$510,000. The Chanhassen code requires that NTW spend at least 2% of this amount on landscaping. (The code requires that the minimum landscape value include only expenditures on trees and plant materials. It does not include sod, seed, labor and grading.)

NTW explained that their landscaping would cost \$7,500 to \$10,000. According to the Chanhassen code, NTW would have to spend \$10,200 on trees and shrubs. The proposed landscaping would not meet the 2% requirement, but is attractive and would be a generous landscape plan for the site. This is an example of an acceptable plan that does not meet the Chanhassen code.

Curbing and Parking

The applicant is proposing to curb the connecting driveways to the Mogren Brothers site to the north. Mogren Brothers Landscaping needs an open driveway to keep access to their site. The applicant should revise the site plan to show a 24-foot-wide driveway opening in the proposed driveway south of the Mogren building.

The applicant is proposing 58 parking spaces. This is six more than city code requires.

Roof-Equipment Screening

The community design review board (CDRB) recently waived the rooftop equipment screening requirement for Home Depot, Cub Foods, Lexus, Maplewood Imports and the proposed Maplewood Toyota and LaMettry Auto Repair buildings. They felt that screening would be more noticeable than the equipment itself and would eventually become unsightly and need repair. The city should consider waiving the screening requirement for NTW. If so, the code requires the contractor to paint rooftop equipment to match the building.

COMMISSION ACTION

On March 11, 1997, the community design review board recommended approval of the design elements of the project. The board revised the staff recommendation to substitute the black detailing on the front of the building with blue which the applicant requested at the meeting. Staff shall approve the final color.

On March 17, 1997, the planning commission recommended approval of the proposed wetland buffer variance and the conditional use permit.

RECOMMENDATIONS

- A. Adopt the resolution on pages 15 and 16. This resolution approves a 60-foot wetland buffer variance for the proposed National Tire Warehouse on White Bear Avenue. Approval is based on the following findings:
1. Strict enforcement of the code would cause undue hardship because of circumstances unique to the property and not created by the property owner. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.
 2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.

Approval is subject to the applicant doing the following:

1. Dedicating a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The applicant shall record the deed for this easement before the city will issue a building permit.
 2. Dedicating a drainage easement over that part of the entire property (including the area on the abutting site to the south) below the elevation 919.5.
- B. Adopt the resolution on pages 17–18. This resolution approves a conditional use permit for a maintenance garage at the proposed National Tire Warehouse on White Bear Avenue. Approval is based on the findings required by the code and subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
 2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 3. The city council shall review this permit in one year.
- C. Approve the plans, date-stamped January 30, 1997, for proposed National Tire Warehouse on White Bear Avenue, based on the findings required by the code. Approval is subject to the following conditions:
1. Repeat this review in two years if the city has not issued a building permit for this project.
 2. Before getting a building permit, the applicant shall:
 - a. Dedicate and record a wetland-buffer easement for that part of the wetland buffer on the National Tire Warehouse site. This easement shall describe the boundary of the wetland buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer.
 - b. Dedicating a drainage easement over that part of the entire property (including the area on the abutting site to the south) below the elevation 919.5.
 - c. Revise the plans as follows for staff approval:
 - (1) Substitute the amur maple trees with another species, for example, a variety of crab apple tree.
 - (2) Substitute the MnDOT seed mix #1200 with mix #250 as requested by the watershed district.
 - (3) Show sod on the north, south and west sides of the building. The only seed allowed may be behind the building. The areas to be sodded include the contiguous parts of the Mogren property to the north and the boulevard.
 - (4) Revise the site plan to show a 24-foot-wide driveway connection to the Mogren Brothers Landscaping site.
 - d. Submit grading, drainage, utility and erosion control plans to the city engineer for approval.
 - e. Dedicate and record cross easements for access between this site and the abutting properties.
 - f. Revise the color scheme proposed. The color indicated on the plans as black will be

a shade of blue as submitted to the review board. Samples of this blue color shall be submitted to staff for approval.

3. The applicant shall complete the following before occupying the building:
 - a. Install reflectorized stop signs at both exits, a handicap parking sign for each handicap parking space and an address on the building.
 - b. Post a "no left turn" sign at the southerly curb cut.
 - c. Provide continuous concrete curb and gutter on both sides of the southerly driveway as shown on the site plan.
 - d. Paint the rooftop mechanical equipment to match the color of the upper part of the building. (code requirement) The community design review board waives the requirement for enclosures around this equipment.
 - e. Construct the trash dumpster enclosure of the same materials and color as the building.
 - f. Install an in-ground lawn irrigation system for all landscaped areas. (code requirement)
 - g. Install signs at the edge of the wetland-protection buffer which prohibit any building, mowing, cutting, filling or dumping within the buffer.
4. If any required work is not done, the city may allow temporary occupancy if :
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 150% of the cost of the unfinished work.
5. This approval does not include the signs. Signage will be reviewed by staff through the sign permit process.
6. All work shall follow the approved plans. The director of community development may approve minor changes.

CITIZENS' COMMENTS

I surveyed the 17 property owners within 350 feet of this site. Of the six replies, three were in favor, one objected and two had no comment.

In Favor

1. It is consistent with the development in the area. (Mogren Brothers, 2855 Frederick Street)
2. It would clean up the existing materials. (Rawlings, 1497 White Bear Avenue)
3. It will improve the look of the property fronting White Bear Avenue. Do Mogren's have any specific plans for developing the remaining property? (Bachman, 6010 Lyndale Avenue)

Opposed

There still seems to be a potential for gas and oil runoff into the wetland. Also, is this a noisy operation? (Pariseau, 4971 Bald Eagle Avenue)

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 2.61 acres

Existing land use: Outside storage yard for Mogren Brothers landscape materials

SURROUNDING LAND USES

North: Mogren Brothers Landscaping and a multi-tenant office building

South: Single dwelling and a dental clinic

West: White Bear Avenue and Mapleridge Center

East: Undeveloped wetlands

PAST ACTIONS

Other Wetland Setback Variance Approvals

February 26, 1996: The city council approved a 75-foot wetland setback variance for Lexus on Highway 61. Code required 100 feet. Lexus was required to provide an "improved, quality" 25-foot-wide buffer in lieu of the poor-quality 100-foot-wide buffer that was there.

December 9, 1996: The city council approved a 50-foot wetland setback variance for Maplewood Imports on Highway 61. Code required an average of a 100-foot setback from the wetland edge with a minimum of 50 feet. The council allowed Maplewood Imports to build up to the wetland edge.

December 9, 1996: The council approved a 60-foot wetland setback variance for Frank Wienicki of General Sprinkler. Code required 100 feet. Mr. Wienicki proposes to build on the south side of County Road D east of Highway 61.

PLANNING

Land Use Plan designation: BC (business commercial)

Zoning: BC

Ordinance Requirements

Section 36-151(b)(9)(c) requires a CUP for maintenance garages.

Section 36-196(h)(3) of the wetland protection ordinance requires a 100-foot-wide wetland buffer for the proposed NTW site.

Section 25-70 of the city code requires that the CDRB make the following findings to approve plans:

1. That the design and location of the proposed development and its relationship to neighboring, existing or proposed developments, and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.
2. That the design and location of the proposed development is in keeping with the character of the surrounding neighborhood and is not detrimental to the harmonious, orderly and attractive development contemplated by this article and the city's comprehensive municipal plan.
3. That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures and colors.

Findings for Variance Approval

State law requires that the city council make the following findings to approve a variance from the zoning code:

1. Strict enforcement would cause undue hardship because of circumstances unique to the property under consideration.
2. The variance would be in keeping with the spirit and intent of the ordinance.

"Undue hardship," as used in granting of a variance, means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls. The plight of the landowner is due to circumstances unique to his property, not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance.

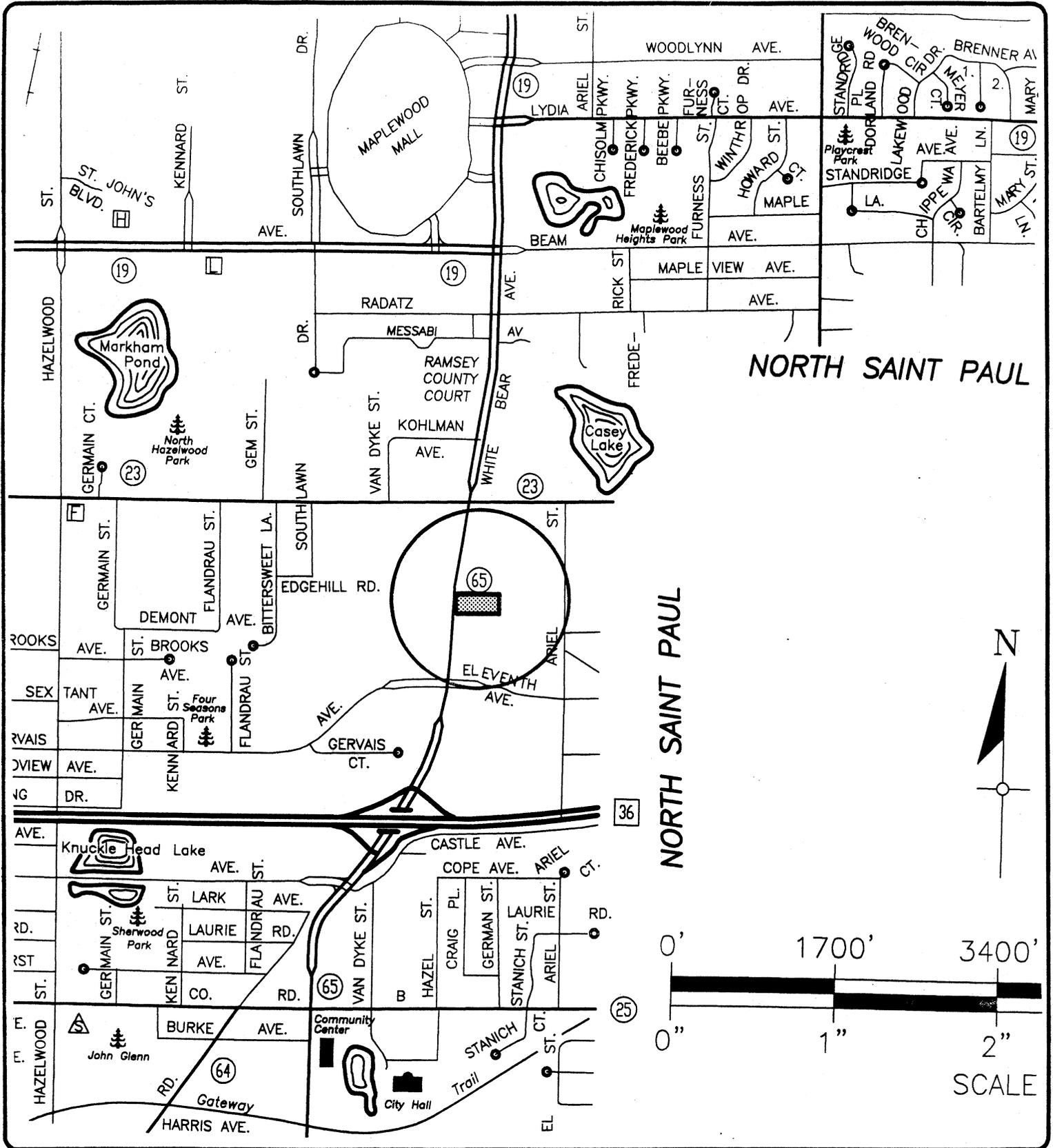
Criteria for Conditional Use Permit Approval

Section 36-442(a) states that the city council may approve a CUP, based on nine standards. (See findings 1-9 in the resolution on pages 17-18.)

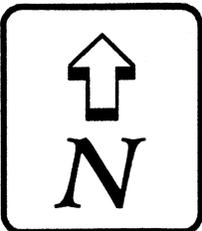
p:sec11\nattire.cup

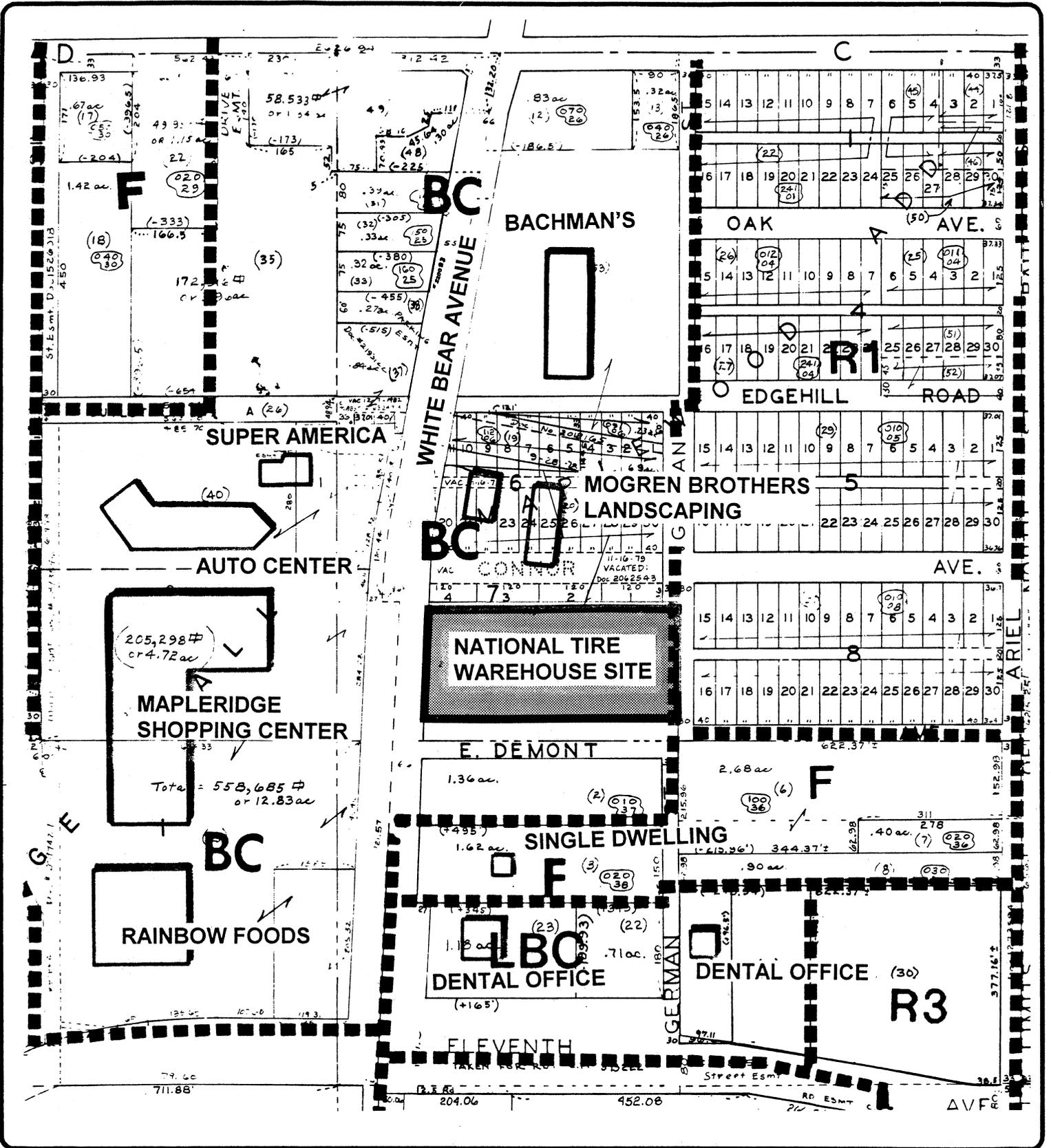
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Applicant's narrative
5. Letter from the Ramsey-Washington Metro Watershed District dated February 14, 1997
6. Variance Resolution
7. Conditional Use Permit Resolution
8. Plans date-stamped January 30, 1997 (separate attachment)



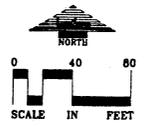
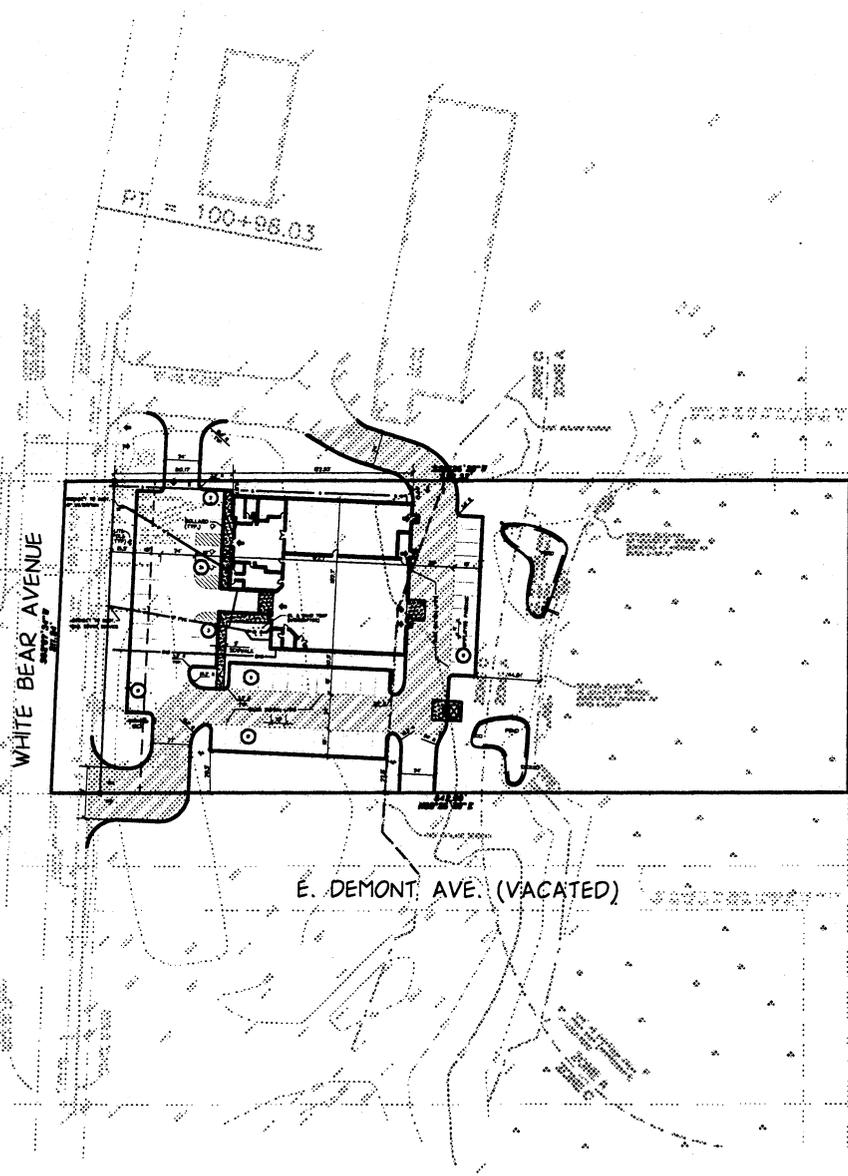
LOCATION MAP





PROPERTY LINE / ZONING MAP





SITE SYMBOLS

EXISTING	NEW	DESCRIPTION
(Dashed line)	(Solid line)	CONTOUR
(Dotted line)	(Dotted line)	SPOT ELEVATION
(Thick solid line)	(Thick solid line)	BUILDING
(Dashed line)	(Dashed line)	UNDERGROUND STRUCTURE
(Dotted line)	(Dotted line)	CANOPY/OVERHANG
(Dotted line)	(Dotted line)	RAILROAD
(Dotted line)	(Dotted line)	CONCRETE
(Dotted line)	(Dotted line)	BITUMINOUS PAVING
(Dotted line)	(Dotted line)	CONCRETE CURB
(Dotted line)	(Dotted line)	EDGE OF PAVEMENT
(Dotted line)	(Dotted line)	SLOPE DIRECTION
(Dotted line)	(Dotted line)	FENCING
(Dotted line)	(Dotted line)	GUARD RAIL
(Dotted line)	(Dotted line)	RETAINING WALL
(Dotted line)	(Dotted line)	TREE-SAVE
(Dotted line)	(Dotted line)	SOL BORING
(Dotted line)	(Dotted line)	DOORWAY
(Dotted line)	(Dotted line)	SEDPIMENT CONTROL FENCE
(Dotted line)	(Dotted line)	TEMPORARY SEDPIMENT CONTROL
(Dotted line)	(Dotted line)	LIGHT STANDARD
(Dotted line)	(Dotted line)	POWER POLE
(Dotted line)	(Dotted line)	NOTE REFERENCE
(Dotted line)	(Dotted line)	PARKING STALL COUNT
(Dotted line)	(Dotted line)	LARGE SHEET DETAIL
(Dotted line)	(Dotted line)	BOLLARD

SITE SUMMARY

THE PROPERTY IS ZONED BC - BUSINESS COMMERCIAL
 FRONT BUILDING SETBACK - 36 FEET
 FRONT PARKING SETBACK - 18 FEET
 REAR BUILDING SETBACK - 36 FEET
 REAR PARKING SETBACK - 18 FEET
 SIDE BUILDING SETBACK - 18 FEET
 SIDE PARKING SETBACK - 18 FEET

THE ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE RAMSEY COUNTY COORDINATE SYSTEM (DEC. 11, 1984).
 UTILITY LOCATIONS WERE DETERMINED FROM AIR-BOAT INFORMATION & PLANS PROVIDED BY THE CITY OF MINNEAPOLIS.
 UTILITY INFORMATION IS APPROXIMATE AND IS INTENDED FOR REFERENCE ONLY. FOR FIELD LOCATION BEFORE DIGGING CALL Gopher State One Call at (651) 466-6666.
 DATE OF FIELD WORK: 8-27-98. SHOW ON GROUND THAT DISCLOSES SIGNIFICANT OBSERVATIONS.

TOTAL AREA = 13,391 Sq.Ft./2.61 Acres
 TOTAL AREA LESS RIGHT OF WAY = 10,360 Sq.Ft./2.36 Acres

As shown on Community Panel Number 21051805 Flood Insurance Rate Map the property is located in Zone C, an area of minimal flooding, and Zone A, Areas of 100-year floods base flood elevations and flood hazard factors.

SITE PARKING SUMMARY

3000 SF. SALES	1 STALL/200 SF.	15 STALLS
3000 SF. WAREHOUSE	1 STALL/2000 SF.	1 STALL
3 SERVICE BAYS	3 STALLS/BAY	9 STALLS
REQUIRED 100 STALLS		25 STALLS
MP CUSTOMER STALLS	43 EA.	
MP EMPLOYEE STALLS	2 EA.	
HANDICAP STALLS	3 EA.	
TOTAL PARKING STALLS	58 EA.	

LEGAL DESCRIPTION:

The North 33.00 feet of the following described parcel, that part of the South 4 acres of the Southeast Quarter of the Northeast Quarter of the Northeast Quarter of Section 1, Township 26, Range 21, lying East of the center line of White Bear Avenue, except the North 5 feet thereof, Ramsey County, Minnesota.

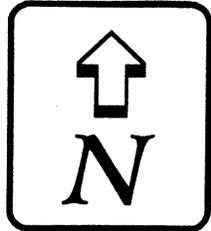
Legal Description per Layers Title Insurance Corporation Title Commitment No. 42236, Schedule A.

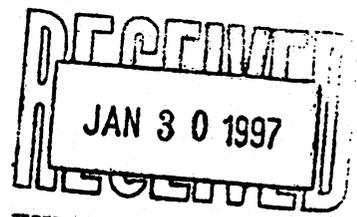
Note: White Bear Ave. may have been acquired in fee. There may or may not be clear title to the center line of White Bear Ave.

Map No. 8 of Layers Title Insurance Corporation Title Commitment No. 42236, Schedule B, lists a 6-6 foot right of way for White Bear Ave. Ramsey County Public Works Dept. records show a 33.00 foot right of way.

NOTE: FINAL PAVEMENT SECTIONS WILL BE PROVIDED AFTER COMPLETION OF GEOTECHNICAL REPORT

SITE PLAN





Supplemental Information Regarding:

Proposed National Tire Warehouse (NTW), Maplewood Minnesota

Background

The subject property is located on White Bear Avenue adjacent to Mogren Brothers Landscape Company (2582 White Bear Avenue). The site has been owned by the Mogren's since the 1960's. National Tire Warehouse (NTW) is purchasing the north ½ of the five acre site. The remaining property will be sold by the Mogren's for a second use. An application for an administrative subdivision will be submitted.

The eastern portion of this site contains a class 1 wetland as shown on the Site Plan. The wetland edge was delineated by Patrick Conrad with the Ramsey Washington Metro Watershed District.

The subject property has been used by Mogren Brothers Landscape Company to store landscape materials and equipment since the 1960's. These materials are currently piled down to the wetland edge.

Proposal

National Tire Warehouse proposes to build a 11,394 square foot building on the site. The site plan shows parking for 58 vehicles which exceeds the City requirements for a facility of this type and size.

NTW is a specialty retailer engaged in the following activities:

- New tire (passenger cars and light duty trucks) sales and installation
- Brake service
- Shocks and strut sales and installation
- Alignments and associated repairs
- Custom wheels sales and installation

All service work takes place inside of the building in a guaranteed 59 minute or less. No vehicles will be left outside overnight.

NTW will be open Monday through Saturday 7:00 a.m. to 9:00 p.m. and on Sunday from 8:00 am to 6:00 p.m. Based on comparable facilities NTW will employ 20 full and part time employees at this store.

The building is constructed of 8" or 10" load bearing, painted, split faced CMU (concrete masonry union / blocks) to a height of approximately 23'-0". The ceiling height is approximately 18' - 0" leaving approximately five feet of wall height for screening of roof top mechanical equipment. The store front facing White Bear Avenue will have typical glass and aluminum store front entrance with an E.I.F.S. each side. The roof system is steel bar joist spanning up to 64' - 0" between the CMU walls, covered with a metal deck, rigid insulation and a bitumen roofing membrane.

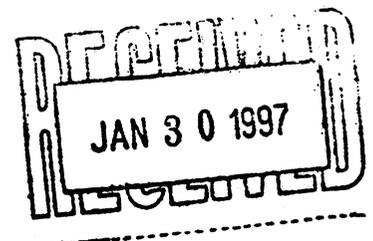
The dumpster area is a concrete pad of 10' - 0" x 13' - 4", enclosed with 8" CMU similar to the building, to a height of 6' - 4", painted to match the building, with a 9' - 4" pair of chain link fence gates, with black privacy slats. All new and used tire storage is inside of the building.

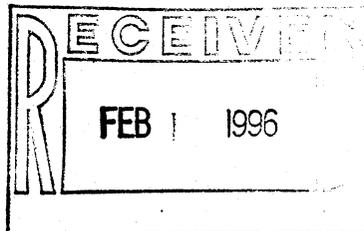
Variance

The proposed site plan requires a variance from the City's wetland setback ordinance. City ordinance requires a 100 foot setback from a class 1 wetland edge. The purposes for the setback include the protection of the wetland from direct discharge of sediment or pollution laden stormwater runoff and the preservation of wildlife habitat. The Site Plan shows parking lot improvements within 45 feet of the wetland. The average setback is approximately 65 feet.

The variance is necessary for the construction of a facility of this type. The applicant has looked at various building and parking configurations, before settling on the plan that has been presented. For an efficient business operation NTW must have the ability to access both the front and back of the building with customer and delivery vehicles, and must have at least the number of service bays and parking stalls proposed. The proposed plan has the least encroachment of the options examined by NTW.

The applicant proposes to mitigate the encroachment by improving the conditions of the buffer area and by pre-treating the stormsewer discharge to remove sediment before it enters the wetland. As mentioned above the wetland buffer area is currently a gravel covered storage area for landscape materials and equipment. The propose landscape plan shows the area revegetated with native grasses and wildlife "friendly" trees and shrubs. These improvements will enhance the visual appearance of the area, while at the same time providing new upland habitat for wildlife. Each catch basin will have a sump to remove coarse sediment and at both of the stormsewer outlets there is a small pond to further promote sediment removal. NTW commits to a quarterly program of sediment removal from these facilities to assure their effectiveness.





Ramsey-Washington Metro



District

**1902 East County Road B
Maplewood, MN 55109
(612) 777-3665
fax (612) 777-6307**

February 14, 1997

Mr. Tom Eckstrand
Maplewood Community Development
1830 E. County Road B
Maplewood, MN 55109

RE: National Tire Warehouse

Dear Tom:

Thank you for submitting the Project Review Form to the Watershed District for our comments. I will limit my comments to the proposed variance to the wetland setback ordinance. I have met with the National Tire Warehouse people and my suggestions have been incorporated into these plans. The District's view is that currently the buffer to the wetland is a graveled area right up to the edge of the wetland along a majority of the property line. The applicant is proposing to stay an average of 65 feet away from the wetland and then revegetate the remaining area to create a buffer to the wetland that is not there right now. The applicant is also proposing to create two small stormwater ponds to treat the runoff off his site before it enters the wetland. This also will allow the buffer to perform a function that it is not currently performing. In general, I would say that this project will result in an improvement to the wetland buffer and we would definitely support the request for the variance.

Furthermore, these are the types of things the District is looking for to mitigate for the strict requirements of the setback ordinance. Please contact me at 777-3665 if you have any questions regarding this matter.

Sincerely,

Patrick Conrad
District Technician

VARIANCE RESOLUTION

WHEREAS, Keith King of National Tire Warehouse applied for a variance from the zoning ordinance.

WHEREAS, this variance applies to property south of 2582 White Bear Avenue. The legal description is:

The North 211.00 feet of the following-described parcel: That part of the South 4 acres of the Southwest Quarter of the Northeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, lying Easterly of the center line of White Bear Avenue, except the North 5 feet thereof, Ramsey County, Minnesota.

WHEREAS, Section 36-196(h)(3) of the wetland protection ordinance requires a 100-foot-wide wetland buffer.

WHEREAS, the applicant is proposing a wetland buffer ranging from 40 to 65 feet.

WHEREAS, this requires a variance of 60 feet.

WHEREAS, the history of this variance is as follows:

1. On March 17, 1997, the planning commission recommended that the city council approve this variance.
2. The city council held a public hearing on April 14, 1997. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing an opportunity to speak and present written statements. The council also considered reports and recommendations from the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described variance for the following reasons:

1. Strict enforcement of the code would cause undue hardship because of circumstances unique to the property and not created by the property owner. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.
2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.

Approval is subject to the applicant doing the following:

1. Dedicating a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The applicant shall record the deed for this easement before the city will issue a building permit.

2. Dedicating a drainage easement over that part of the entire property (including the area on the abutting site to the south) below the elevation 919.5.

The Maplewood City Council adopted this resolution on _____, 1997.

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, National Tire Warehouse applied for a conditional use permit for a motor vehicle maintenance garage for the new National Tire Warehouse facility:

WHEREAS, this permit applies to property on the east side of White Bear Avenue south of 2582 White Bear Avenue. The legal description is:

The North 211.00 feet of the following-described parcel: That part of the South 4 acres of the Southwest Quarter of the Northeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, lying Easterly of the center line of White Bear Avenue, except the North 5 feet thereof, Ramsey County, Minnesota.

WHEREAS, the history of this conditional use permit is as follows:

1. On March 17, 1997, the planning commission recommended that the city council approve this permit.
2. On April 14, 1997, the city council held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described conditional use permit based on the building and site plans. The city approves this permit because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the city's comprehensive plan and code of ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water runoff, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.

8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.

The Maplewood City Council adopted this resolution on _____, 1997.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
MARCH 17, 1997**

B. National Tire Warehouse (White Bear Avenue): Wetland Buffer Setback Variance and Conditional Use Permit

The staff report was presented by Ken Roberts, associate planner. Steve Johnston of Land Form Engineering Company, the civil engineers for the project, said they will use the existing access to the site on the north, a proposed shared access on the south, and cross access on the eastern portion. Danny Smith, design manager with Embree Construction, and Keith King of National Tire Warehouse also were at the meeting.

Mr. Johnston pointed out that there currently is outdoor storage to the edge of the wetland, allowing only a 0 to 10-foot buffer zone. The variance they are requesting will increase the current buffer zone to between 40 and 65 feet. Mr. Johnston said the existing gravel surface will be replaced with two treatment ponds and many plants, trees, and grasses as part of the buffer area. In addition, a sand and grease separator will be cleaned and the sump catch basins will be maintained on a regular basis.

Commissioner Rossbach asked if roof-top screening was required on this building. Mr. Roberts said it was his understanding that the community design review board had adopted the staff recommendation to waive the requirement for enclosures around the roof-top equipment. Mr. Rossbach suggested that the code should be changed to require roof-top screening materials that don't deteriorate rather than waiving the requirement. Commissioner Rossbach thought it was worth noting that some of the improvements to the wetland buffer area, planned by the applicant, were included because Maplewood does have a wetland ordinance.

Commissioner Frost moved that the Planning Commission recommend:

A. Adoption of the resolution which approves a 60-foot wetland buffer variance for the proposed National Tire Warehouse on White Bear Avenue. Approval is based on the following findings:

1. Strict enforcement of the code would cause undue hardship because of circumstances unique to the property and not created by the property owner. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.
2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.

Approval is subject to the applicant doing the following:

1. Dedicating a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The applicant shall record the deed for this easement before the city will issue a building permit.
2. Dedicating a drainage easement over that part of the entire property (including the area on the abutting site to the south) below the elevation 919.5.

B. Adoption of the resolution which approves a conditional use permit for a maintenance garage at the proposed National Tire Warehouse on White Bear Avenue. Approval is based on the findings required by the code and subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.

Commissioner Thompson seconded.

Ayes—all

The motion passed.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
MARCH 11, 1997**

VI. DESIGN REVIEW

A. National Tire Warehouse—White Bear Avenue

Steve Johnston, president of Landform Engineering Company (civil engineers for the project), was present representing National Tire Warehouse. Mr. Johnston explained the project and answered questions from the board members. He said they are proposing to enhance and improve the buffer area. Danny Smith of Embree Construction Group, Inc., the general contractor, was also at the meeting. Mr. Smith described the building and how it functions.

Chairperson Erickson commented on the abundance of exterior paint shown on the plans. Mr. Smith said there would be a minimal parapet on the roof—16 inches on one side and 2 foot 8 inches on the other. The slope would be from north to south. Mr. Smith answered numerous questions from the board members.

Boardmember Robinson moved the Community Design Review Board recommend:

C. Approval of the plans, date-stamped January 30, 1997, for proposed National Tire Warehouse on White Bear Avenue, based on the findings required by the code. Approval is subject to the following conditions:

1. Repeat this review in two years if the city has not issued a building permit for this project.
2. Before getting a building permit, the applicant shall:
 - a. Dedicate and record a wetland-buffer easement for that part of the wetland buffer on the National Tire Warehouse site. This easement shall describe the boundary of the wetland buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer.
 - b. Dedicating a drainage easement over that part of the entire property (including the area on the abutting site to the south) below the elevation 919.5.
 - c. Revise the plans as follows for staff approval:
 - (1) Substitute the amur maple trees with another species, for example, a variety of crab apple tree.
 - (2) Substitute the MnDOT seed mix #1200 with mix #250 as requested by the watershed district.
 - (3) Show sod on the north, south and west sides of the building. The only seed allowed may be behind the building. The areas to be sodded include the contiguous parts of the Mogren property to the north and the boulevard.
 - (4) Revise the site plan to show a 24-foot-wide driveway connection to the Mogren Brothers Landscaping site.

- d. Submit grading, drainage, utility and erosion control plans to the city engineer for approval.
 - e. Dedicate and record cross easements for access between this site and the abutting properties.
 - f. The color now indicated on the plans as black will be a shade of blue. Samples of this blue color will be subject to staff review.
3. The applicant shall complete the following before occupying the building:
- a. Install reflectorized stop signs at both exits, a handicap parking sign for each handicap parking space and an address on the building.
 - b. Post a "no left turn" sign at the southerly curb cut.
 - c. Provide continuous concrete curb and gutter on both sides of the southerly driveway as shown on the site plan.
 - d. Paint the rooftop mechanical equipment to match the color of the upper part of the building. (code requirement) The community design review board waives the requirement for enclosures around this equipment.
 - e. Construct the trash dumpster enclosure of the same materials and color as the building,
 - f. Install an in-ground lawn irrigation system for all landscaped areas. (code requirement)
 - g. Install signs at the edge of the wetland-protection buffer which prohibit any building, mowing, cutting, filling or dumping within the buffer.
4. If any required work is not done, the city may allow temporary occupancy if :
- a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 150% of the cost of the unfinished work.
5. This approval does not include the signs. Signage will be reviewed by staff through the sign permit process.
6. All work shall follow the approved plans. The director of community development may approve minor changes.

Boardmember Johnson seconded.

Ayes—all

The motion passed.

AGENDA REPORT

Action by Council:

TO: Director of Public Works
 FROM: Public Works Coordinator
 SUBJECT: Award of Bid—Snow Removal Equipment: Snowplows, Hitches and Snow Wings
 DATE: April 2, 1997

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

The 1997 vehicle and equipment maintenance budget contains an amount of \$166,780.00 for snow removal equipment replacement. The equipment to be replaced is 11 years old. On March 28 bids were opened. There were two bidders, Crysteel Truck Equipment, whose equipment does not meet specs, and MacQueen Equipment, whose equipment does meet specs. The bid from Crysteel was \$137,997.00 and the bid from MacQueen Equipment was \$168,223.14.

Reasons of noncompliance - snow removal equipment:

1. Descriptive literature provided does not include the plows, wings, or hitches bid as called for in the specifications. Plows bid were Model MPPU-45-R-12-ISYY special. These are special because they are not a production model and would need to be built.

Wings bid were Model DEP-10, once again not a production model. Hitches bid only as a TorLok style custom hitch, literature provided showed nine hitch combinations, but does not spell out which hitch was bid.

- 2. No description of warranty on hitches or installation.
- 3. No description of parts and service availability as called for.
- 4. Generally, the bid from Crysteel was incomplete and the equipment bid in no way meets our specifications.

As you know, the street foreman, lead mechanic, and equipment committee spent a good deal of time evaluating equipment used by other municipalities and agencies to determine which equipment would best suit our needs. Specifications were written around findings of the group. We are confident that the equipment recommended for purchase is the best long-term investment for the city.

Recommend purchase be awarded to MacQueen Equipment in the amount of \$168,223.14.

RESOLUTION FOR AWARD OF BIDS

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of MacQueen Equipment in the amount of \$168,223.14 is the lowest responsible bid for the purchase of snow removal equipment, and the mayor and clerk are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the city.



FACSIMILE TRANSMISSION

FAX NUMBER 414-784-6720

THAT THE ANGLE AT WHICH THEY SUPPORT THE MOLD BOARD IS STEEPER AND THEREFORE NOT AS STRONG. THESE 4" DOUBLE ACTING CYLINDER IS ALSO SLOWER. 55 INCHES PER MINUTE AS TO OUR 720 I.P.M @ 30 G.P.M. THESE CYLINDERS ALSO DON'T MEET SPEC'S.

3. IN THEIR LITERATURE THEY STATE THAT THE RIBS, SUPPORTING THE MOLD BOARD ARE $\frac{3}{8}$ " THICK. THE "HOME SAFE" IS $\frac{1}{2}$ " RIBS WHICH IS WHAT THEY SPEC'D.

4. THE SHIP & CAR CHANNER REVERSING FRAME THEY ARE OFFERING IS IN NO WAY AN EQUAL TO WHAT HAD BEEN SPEC'D. THIS TYPE OF FRAME WORK OFFERS THE WEAKEST TYPE OF ANGLE CYLINDER MOUNTING AVAILABLE. EVENTUALLY IT WILL SWIST.

KEEPING AHEAD OF THE CUTTING EDGE™

1905 South Moorland Road, New Berlin, Wisconsin 53151 • Phone Number: 414-784-6066





FACSIMILE TRANSMISSION

FAX NUMBER 414-784-6720

Please contact us immediately if you do not receive 4 number of sheets, including this cover.

TO: CURT
 FROM: JOHN LEMUE
 DATE: 3-28-97
 SUBJECT: MONROE @ MAPLEWOOD

CURT

MONROE DOES NOT LIST THE EXACT MODEL NUMBER YOU GAVE ME IN ANY OF THEIR LITERATURE, BUT USING THE CLOSEST THING THEY DO LIST WE MAY BE ABLE TO ASSUME THE FOLLOWING:

1. THEY DO USE ROUND WIRE SPRINGS WHICH HAVE BEEN CLEARLY PROVEN TO BE INFERIOR AND THEY DO NOT MEET SPEC'S.
2. THEIR 4x10 DOUBLE ACTING ANGLING CYLINDERS ARE SHORTER THAN OUR 16" SINGLE ACTING COMPONENTS. THIS MEANS

KEEPING AHEAD OF THE CUTTING EDGE™

905 South Moorland Road, New Berlin, Wisconsin 53151 • Phone Number: 414-784-6066



SCHMIDT
ENGINEERING &
EQUIPMENT, INC.**FACSIMILE TRANSMISSION**

FAX NUMBER 414-784-6720

5. THEIR PIVOT PIN MEETS SPEC'S SO I DO NOT UNDERSTAND WHY THEY MENTIONED IT

6. I CAN NOT FIND ANY INFORMATION ON THE HITCH IN THE MONROE FILE. THEY DO HAVE A TILT HITCH AND THEY CAN PROVIDE TORQUE ARROW HEADS & RECEIVERS. DOES THEIR HITCH MEET SPEC'S? DON'T KNOW.

CURT, IF MONROE IS TO BE GIVEN THE AWARD - IT WOULD BE REASONABLE TO EXPECT THAT THEY MEET SPEC'S.

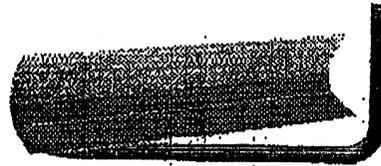
PLEASE LET ME KNOW IF THERE IS ANYTHING ELSE I CAN DO.

KEEPING AHEAD OF THE CUTTING EDGE™

1905 South Moorland Road, New Berlin, Wisconsin 53151 • Phone Number: 414-784-6066



Falls



Snow Plows Snow Wings Spreaders Underchassis Scrapers Scarifiers Hitches
Manufacturers of Quality Equipment Since 1939

3/31/97

Attn: Curt Steffen
MacQueen Equipment, Inc.

Curt,

After reviewing your notes and the exceptions bid by Crysteel, I have a few ideas for you. First of all, it is very difficult to decide if the wing bid meets specification because it does not exist. A custom model is an easy way out to say yes we meet specification.

Secondly there are differences from specification. (a) the moldboard bid will be reinforced using flame cut ribs that will not provide the stiffness necessary for urban plowing. A double box section was specified. (b) Monroe does not advertise the use of high tensile steel in their specifications, but again, this is a "custom" model. (c) The specification called for the weight of the moldboard not to exceed 640 lbs. The standard Monroe 10 ft wing weighs around 840 lbs. adding unnecessary weight to the front end of the truck. (d) The specification calls for a single piece trip edge design. the standard Monroe trip edge is a two piece. (e) The specification asks for 18" of front lift, the Monroe model offers less than 15".

These are just some quick notes. There are several cities in the twin cities that will tell you about their experiences with Crysteel installed Monroe wings.

Yours truly,
Chris Schulte
Vice-President

little falls machine, inc.
305 1/2 w third street, little falls, mn 56345
1-800-772-7569
an equal opportunity employer

PG1

AGENDA REPORT

TO: City Manager
FROM: City Engineer
SUBJECT: Brooks Fiber Optics Agreement
DATE: April 7, 1997

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

At the March 24 meeting the city council tabled this item until this evening because there was pending legislative action. At the writing of this report there is no news about the legislation. The city attorney will provide a verbal update at the council meeting. Included is a copy of the agreement for reference.

It is recommended the city council approve the attached right-of-way agreement and authorize the mayor and city manager to execute the document on the part of the city.

KGH

jc
Attachment

RIGHT-OF-WAY AGREEMENT

THIS AGREEMENT, entered into as of the _____ day of _____, 19_____, by and between BROOKS FIBER COMMUNICATIONS OF MINNESOTA, INC., hereinafter referred to as "Company," and the CITY OF MAPLEWOOD, MINNESOTA, a municipal corporation, located in the County of Ramsey, State of Minnesota, hereinafter referred to as the "City."

WITNESSETH:

WHEREAS, the City is the owner of certain public right-of-way within its corporate limits; and

WHEREAS, the Company desires to use certain public right-of-way of the City for the purpose of construction, operation, and maintenance of a fiber optic telecommunication system (the "facilities") pursuant to the provisions of the laws of the state of Minnesota; and

WHEREAS, the City finds such use to be in the public interest and is willing to enter into an agreement to allow the Company to use the public right-of-way for such purposes.

NOW, THEREFORE, in consideration of conditions set forth below, the Company and the City agree as follows:

SECTION 1- DEFINITIONS

For purposes of the Agreement, the following words and phrases shall have the meanings given herein:

"Company"- Brooks Fiber Communications of Minnesota, Inc.

"City"- the City of Maplewood, Minnesota

"Facilities"- telephone and telecommunication lines, conduits, ducts, wires, cables, pipes, pipeline, poles, vaults, pedestals and appliances, either under or above ground.

"Public improvement"- any existing or contemplated public facility, building, or capital improvement project, including without limitation streets, alleys, sidewalks, sewer, water, drainage, right-of-way improvement, and public projects.

“Public project”- any project planned or undertaken by the City or any governmental entity for construction, reconstruction, maintenance, or repair of public facilities or public improvements, or any other purpose of public nature.

“Right-of-way”- present and future streets, alleys, rights-of-way, and public easements, including right-of-way or easements dedicated in plats and right-of-way acquired through condemnation or annexation by the City of Maplewood, Minnesota.

SECTION 2- AUTHORITY GRANTED

The City hereby grants to the Company, and any parent, subsidiary, affiliate or successor, subject to the terms and conditions hereinafter set forth, permission to construct, operate and maintain its facilities in, under, on, through or along the public right-of-way.

SECTION 3- USE OF RIGHT-OF-WAY

In the use of right-of-way under this Agreement, the Company shall be subject to all rules, regulations, policies, resolutions, and ordinances now or hereafter adopted or promulgated by the City in the reasonable exercise of its police power and is subject to all applicable laws, orders, rules and regulations adopted by governmental bodies now or hereafter having jurisdiction. In addition, the Company shall be subject to all technical specifications, design criteria, policies, resolutions, and ordinances now or hereafter adopted or promulgated by the City relating to permits and fees, sidewalk and pavement cuts, utility location, construction coordination, surface restoration, and other requirements on the use of the right-of-way and shall comply with the following:

- (a) The Company’s use of right-of-way shall in all matters be subordinate to the City’s use of the right-of-way for any public improvement as defined herein. The Company shall coordinate the placement of its facilities in a manner which minimizes adverse impact on public improvements, as reasonably determined by the City. Where placement is not otherwise regulated, the facilities shall be placed with adequate clearance from such public improvements so as not to impact or be impacted by such public improvement as defined in the City’s technical specifications and design criteria available in the City Engineer’s office.
- (b) All earth, materials, sidewalks, paving, crossings, utilities, public improvements, or improvements of any kind injured or removed by the Company in its activities under this Agreement shall be fully repaired or replaced promptly by the Company at its sole expense and to the reasonable satisfaction of the City or owner thereof.

- (c) All facilities constructed, reconstructed, or relocated in the right-of-way after the date hereof shall be placed underground unless otherwise agreed to by the City.
- (d) The Company shall keep and maintain accurate records and as-built drawings depicting horizontal and vertical location of all facilities constructed, reconstructed, or relocated in the right-of-way after the date hereof.
- (e) Prior to construction, reconstruction, location or relocation of any facilities in the right-of-way, the Company shall first obtain the necessary permit from the City Engineer's office. All right-of-way work shall be completed in accordance with the City's technical specifications and design criteria. In instances where the facilities run parallel to an unimproved thoroughfare or collector, they shall be situated either beyond the ultimate right-of-way width as shown in the City's current Master Plan or within the current right-of-way.
- (f) The Company shall cooperate promptly and fully with the City and take all measures necessary to provide accurate and complete information regarding the nature and locations, both horizontal and vertical, of its facilities located within right-of-way when requested by the City or its authorized agents for a public project. Such location and identification shall be at the sole expense of the Company without expense to the City, its employees, agents, or authorized contractors. The Company shall have a person familiar with the facilities, who is responsible for timely satisfying information needs of the City and other users of the right-of-way.
- (g) The Company shall promptly protect, relocate, remove, or adjust its facilities located in the right-of-way when such actions are requested by the City by reason of traffic conditions or public safety, dedications of new rights-of-way and the establishment and improvement thereof, widening and improvement of existing rights-of-way, street vacations, change or establishment of street grade, or the construction of any public improvement or structure by any governmental agency acting in a governmental capacity. Such relocation or adjustment shall be performed by the Company at its sole expense without expense to the City, its employees, agents, or authorized contractors and shall be specifically subject to rules and regulations of the City not inconsistent with this Agreement.

As soon as working drawings are available for a City project which will require the Company to relocate its facilities, the City shall provide the Company with written notice of desired relocation and the anticipated bid letting date of said project. The Company shall commence planning and relocation work within thirty (30) days of receipt of said notice, and proceed diligently to completion in a timely manner. All relocation shall be completed

at least ten (10) days prior to commencement of the project, unless otherwise agreed to by the City.

- (h) It shall be the sole responsibility of the Company to take adequate measures to protect and defend its facilities in the right-of-way from harm or damage. If the Company fails to accurately or timely locate facilities when requested, it has no claim for costs or damages against the City and its authorized contractors or any other party authorized to be in the right-of-way unless such party is solely responsible for the harm or damage by its negligence or intentional conduct.
- (i) The Company shall notify the City not less than three (3) working days in advance of any construction, reconstruction, repair, location or relocation of facilities which would require any street closure which reduces traffic flow to less than two lanes of moving traffic. Except in the event of an emergency as reasonably determined by the Company, no such closure shall take place without notice and prior authorization from the City. The City shall follow its policies in the grant or denial of such authority, which shall not be unreasonably delayed. In addition, all work performed in the traveled way or which in any way impacts vehicular or pedestrian traffic shall be properly signed, barricaded, and otherwise protected. Such signing shall be in conformance with the latest edition of the Minnesota Manual on Uniform Traffic Control Devices, unless otherwise agreed to by the City.
- (j) The Company shall participate in the Gopher State One Call utility location program.

SECTION 4- EMERGENCY WORK; PERMIT WAIVER

In the event of any emergency in which any of the Company's facilities located in, above or under any right-of-way are damaged, or if the Company's construction area is otherwise in such a condition as to immediately endanger the property, life, health or safety of any individual, the Company shall immediately take the proper emergency measures to repair its facilities, to cure or remedy the dangerous conditions for the protection of property, life, health or safety of individuals without first applying for and obtaining a permit as required by this Agreement. However, this shall not relieve the Company from the requirement of notifying the City of the emergency work and obtaining any permits necessary for this purpose upon completion of the repairs.

SECTION 5- INDEMNITY AND HOLD HARMLESS

The Company shall hold and save the City, its boards, commissions, officers, employees, agents, and authorized contractors harmless from and against all claims, damages, expense, liability, and costs including attorney fees, which may be occasioned by the Company in any manner, solely or in part by the Company's occupancy or use of right-

of-way, except to the extent otherwise specified in Section 3 (h). In the event a claim shall be made or an action shall be instituted against the City growing out of such occupancy or use of the right-of-way by facilities of the Company, then upon notice by the City to the Company, the Company will assume liability for the defense of such actions at the cost of the Company, subject to the option of the City to appear and defend, at its own cost, any such case.

SECTION 6- CONSIDERATION

The City is currently studying implementation of a fee to reimburse the City for the costs and expenses incurred by the City in regulating the manner of construction and placement of the facilities within the public right-of-way. Should such a fee be implemented, the Company agrees to begin paying the appropriate fee prospectively from the date of its implementation. Such fee shall be in addition to, not in lieu of, all other licenses, taxes, charges, assessments, fees or impositions that are or may be imposed by the City or other unit of local government.

SECTION 7- FORFEITURE OF GRNT AND PRIVILEGE

In case of failure on the part of the Company, its successors and assigns, to comply with any of the provisions of this Agreement, or if the Company, its successors and assigns, should do or cause to be done any act or thing prohibited by or in violation of the terms of this Agreement, the Company, its successors and assigns shall forfeit all rights and privileges granted herein, and all rights hereunder shall cease, terminate and become null and void, provided that said forfeiture shall not take effect until the City shall carry out the following proceedings. Before the City proceeds to forfeit said grant, as in this section prescribed, it shall first serve a written notice upon the Company, setting forth in detail in such notice the neglect or failure complained of, and the Company shall have sixty-days thereafter in which to comply with the conditions of this grant and privilege. If at the end of such sixty-day period the City deems that the conditions have not been complied with and that the Agreement is subject to cancellation by reason thereof, the City shall take action to repeal the Agreement; setting out the grounds upon which said grant and privilege is to be canceled or terminated. If within thirty days after the effective date of said action the Company shall not have instituted an action, either in the District Court of Ramsey County, Minnesota, or some other court of competent jurisdiction to determine whether or not the Company has violated the terms of this Agreement and that the Agreement is subject to cancellation by reason thereof, this Agreement shall be canceled and terminated at the end of such thirty-day period. If within such thirty-day period the Company does institute an action, as above provided, to determine whether or not the Company has violated the terms of this Agreement and that the Agreement is subject to cancellation by reason thereof and prosecutes such action to final judgment with due diligence, then, in that event, in case the court finds that the Agreement is subject to cancellation by reason of the violation of its terms, this Agreement shall terminate thirty days after such final judgment is rendered.

SECTION 8- RIGHTS AND DUTIES

Upon expiration of this Agreement, whether by lapse of time, by agreement between the Company and the City, or by forfeiture thereof, the Company shall remove from public property any and all of its facilities that are the subject of this Agreement within a reasonable time after such expiration, and, it shall be the duty of the Company immediately upon such removal to restore the right-of-way from which the facilities are removed to as good condition as the same were before the removal was effected.

SECTION 9- NON-EXCLUSIVE GRANT

This Agreement shall not in any manner prevent the City from entering into other similar agreements or granting other or further franchises in, under, on, across, over, through, along or below any City right-of-way or all other public lands and properties of every type and description. Such Agreement shall in no way prevent or prohibit the City from using any City right-of-ways or other public properties or affect its jurisdiction over them or any part of them, and the City shall retain power to make all necessary changes, relocations, repairs, maintenance, establishment, improvement, dedication of same as the City may deem fit, including the dedication, establishment, maintenance, and improvement of all new rights-of-ways and other public properties of every type and description.

SECTION 10- TERM

This Agreement shall be and remain in full force and effect for a period of ten (10) years from the effective date hereof, unless sooner terminated as herein provided. The parties hereto agree that this Agreement may be renewed at the end of the term for an additional ten (10) year term subject to the re-negotiation of all provisions including conditions of use. The Company shall give notice of its interest in extension of this Agreement at least six (6) months prior to the expiration of the term. The parties further agree that the Agreement may be modified, if during the term indicated above it becomes legally necessary in order to remain in compliance with any changes in state law.

SECTION 11- ASSIGNMENT

The rights contained in this Agreement inure to the benefit of the Company, and any parent, subsidiary, affiliate or successor entity now or hereafter existing. The rights shall not be assignable to any other person or entity without the express written consent of the governing body of the City, which consent shall not be unreasonably withheld.

SECTION 12- NOTICES

All notices required to be given to either party under the provisions of this Agreement shall be deemed served when delivered by hand, or 48 hours after being sent by certified United States mail, return receipt requested, in writing to the persons specified below.

All notices required to be given the City shall be delivered or mailed to: City of Maplewood, Minnesota, 1830 E. County Rd. B, Maplewood, MN 55109, ATTN: City Engineer. All notices required to be given to the Company shall be delivered or mailed to: Brooks Fiber Communications of Minnesota, Inc., 425 Woods Mill Road South, Suite 300, Town & Country, Missouri 63017, ATTN: President.

SECTION 13- ENTIRE AGREEMENT; AMENDMENT

This Agreement represents the entire Agreement between City and the Company, and may be amended only by written instrument, signed by both parties.

SECTION 14- SEVERABILITY

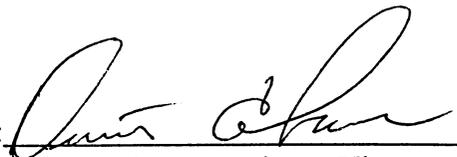
If a court of competent jurisdiction should hold any section or part of this Agreement invalid, such holding shall not affect the remainder of this Agreement nor the context in which such section or part so held invalid may appear, except to the extent that an entire section or part may be inseparable connected in meaning or affect with that section or part.

The parties hereto set their hands to this Agreement the date and year indicated below.

CITY OF MAPLEWOOD, MINNESOTA

BROOKS FIBER COMMUNICATIONS
OF MINNESOTA

BY: _____
Gary Bastian, Mayor

BY: 
Dennis Calhoun, Assistant Vice
President of Right of Way

BY: _____
Michael A. McGuire, City Manager

APPROVED AS TO FORM:

Patrick Kelly, City Attorney

AGENDA REPORT

Action by Council:
Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: Assistant City Engineer *Puss*
SUBJECT: Project 96-20, Ariel Street, 11th Avenue to County Road C, Street and Utility Improvements—Accept Feasibility Report and Call for Public Hearing
DATE: April 4, 1997

I have attached a copy of the feasibility report for said project and a resolution accepting the report. The report details the complete reconstruction of this section of Ariel Street, including grading, concrete curb and gutter, and bituminous pavement. Utility work includes new storm sewer and the extension of sanitary sewer services to the North St. Paul properties.

The report indicates that the street section should be reconstructed. A 36-foot wide street with concrete curb and gutter is proposed, as was constructed on Bellaire Avenue last year. Drainage improvements are also recommended through the construction of storm sewer pipe and catch basins. The North St. Paul residences on Ariel Street have septic systems. Sanitary sewer services will be extended to these properties for future connections.

The estimated cost of the proposed improvements for Maplewood is \$162,000. Ariel Street is a municipal state aid route and is eligible for such funding.

Staff recommends that the city council accept the feasibility report and schedule a public hearing for 7 p.m. at the May 12, 1997, regular council meeting. The financing of the project is proposed as follows:

Special assessments	\$ 33,000
State Aid	<u>129,000</u>
Total	\$162,000
	RAM

jc
Attachments

RESOLUTION

ACCEPTING REPORT AND CALLING FOR PUBLIC HEARING

WHEREAS, pursuant to resolution of the council adopted January 13, 1997, a report has been prepared by the city engineering division with reference to the improvement of Ariel Street between 11th Avenue and County Road C, City Project 96-20, by street and utility improvements, and this report was received by the council on April 14, 1997, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$162,000.

2. A public hearing shall be held on such proposed improvement on the 12th day of May, 1997, in the council chambers of city hall at 7 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Agenda Report

Action by Council:

TO: City Manager

From: Colleen J. Dirkswager

Subject: Request for Charitable Gambling Funds

Date: April 1, 1997

Endorsed _____

Modified _____

Rejected _____

Date _____

Recommendation

It is recommended that the City Council review the requests for the use of moneys in the Charitable Gambling Tax Fund and determine the level of funding for each.

Introduction

A brief summary of each request is outlined below:

Law Enforcement Explorers Group Conference (\$1,600) - Monies are being requested to send 15 police cadets to a state-wide conference at Breezy Point. The cadets will compete in activities that are related to law enforcement issues for college scholarships. Each cadet will contribute \$50.00 towards their tuition for the conference. The cadets will be accompanied by 2 officers and 1 other volunteer as chaperons.

Retired Fire Chiefs Annual Dinner (\$300) - To cover expenses for the dinner.

Tri-District - Open Space Development (\$9,500) - The Tri-District 6067 School would like financial support to assist them in their development of the Maplewood Open Space Easement on the school property. It is in the plans to establish a prairie in the open space easement which has been greatly disturbed. The area is estimated to be between 3-5 acres. The cost of preparing, seeding and maintaining the site will be about \$1,900. an acre. If the entire 5 acres is not developed they would return any unused funds. The Tri-district school has received and continues to pursue other grant opportunities available for environmental education and enrichment purposes.

Maplewood Parks and Recreation - NYSCA Clinics (\$3,690)- The Parks and Recreation Department is requesting dollars to establish a new program for coaches. The National Youth Sports Coaches Association certifies coaches and cities. The Association is now requiring all youth coaches to participate in training clinics. The coaches in Maplewood are volunteers and give many hours of their time. There are approximately 180 coaches. The fee per participant for the clinic is \$15.00, the guidebooks required for the clinic are \$5.50 each.

Charitable Gambling

April 3, 1997

Page 2

Bat House Project (\$750.) - Thomas Pepin, Boy Scout of America, is requesting funding for an Eagle Scout service project. He is proposing to place 20-25 bat houses along the gateway trail. He will coordinate construction and placement of the bat houses. He has received permission from the DNR to place the houses along an 18 mile stretch of the gateway trail. The DNR will assist Tom in appropriate placement of the houses and mosquito control will be providing Tom with benefit information for distribution to residents and trail users. Three to four of these houses will be located in Maplewood.

National Night Out - Maplewood Style (\$2,655.50) - To cover expenses associated with the event - including, but not limited to, performing arts entertainment, promotions materials and printing costs.

The requests total \$18,495.50. A financial summary of the Charitable Gambling Tax fund is attached. If all of the requests are granted, a projected balance of \$35,042.50 would remain in the fund.

Charitable Gambling Tax Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

Actual for January 1, 1990 thru February 28, 1997

and

Budgeted for January 1, 1997 thru December 31, 1997

<u>YEAR</u>	<u>BEGINNING FUND BALANCE</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>TRANSFERS OUT</u>	<u>ENDING FUND BALANCE</u>
Actual:					
1990	\$0	\$1,787	\$0	\$0	\$1,787
1991	1,787	89,758	0	0	91,545
1992	91,545	63,653	44,262	0	110,936
1993	110,936	53,882	18,336	5,312	141,170
1994	141,170	56,169	32,018	52,245	113,076
1995	113,076	67,167	22,933	73,570	83,740
1996	83,740	66,444	29,042	71,593	49,549
1997 thru 2-28	49,549	4,110	3,500	0	50,159
Original Budget:					
1997	44,470	64,870	10,000	50,000	49,340
Re-estimate:					
1997	49,549	66,444	12,455	50,000	53,538

Memorandum

To: Colleen Dirkswager
CC:
From: Michael Ryan, Chief of Police 
Date: March 7, 1997
Subject: Charitable Gambling Funds Request

The Maplewood Police Department sponsors a Law Enforcement Explorers group that is chartered through the Boy Scouts of America. These Cadets operate under guidelines established by the Maplewood Police Department and the BSA.

The Cadets are both male and female between the ages of 14 and 19, and have shown an interest in law enforcement through high school testing.

The Cadets learn about and train in law enforcement techniques. The training is conducted by police officers from our department. Each year this training is put to use at a state-wide conference held at Breezy Point. The Cadets "compete" with other law enforcement explorer groups and have the opportunity to receive college scholarships based upon their performance.

The cost to attend this conference is \$130 for each Cadet. As in the past, we are asking each Cadet to contribute \$50 toward the conference fee. We are requesting the remaining money from the charitable gambling fund. This amount would be approximately \$1600. Our police officers, that serve as advisors, accompany the Cadets to the conference. The officers donate their time for this function.

Additionally, the Cadets donate hundreds of hours to the City of Maplewood each year. Their activities include, Senior Check (a program where they visit senior citizens in the community on a weekly basis), assisting in the annual Food & Toy Drive, assisting at the annual open house, controlling traffic at the Ramsey County Fair and Fourth of July Celebration along with numerous other summer activities.

Thank you for your consideration in this matter.

AGENDA REPORT

To: Michael A. McGuire, City Manager

C. C. J 3-28

From: Joel Hewitt, Fire Chief

Re: CHARITABLE GAMBLING FUND DONATION REQUEST

Date: March 26, 1997

BACKGROUND: For the past three years, the retired Maplewood Fire Chiefs have assembled annually for a dinner. This event provides these individuals a chance to gather to continue the relationships that the fire service has brought to them. I attended last year's dinner and found it to be a well attended, nice evening which was enjoyed by all.

DISCUSSION/ACTION/REQUEST: I have been contact by retired Firefighter Tom Duellman who has requested funding from the City of \$300. At present, the Fire Department cannot fund this request. Additionally, the auxiliary, which is a result of the consolidation, is yet to be organized to fund the request. This brings me to my request of the Council to approve a donation from the charitable gambling fund. I feel this gathering is a worthwhile event to continue and support the people who gave of themselves in serving their community through their involvement in the Maplewood Fire service.

RECOMMENDATION: To approve \$300 to fund the Maplewood Retired Fire Chiefs Dinner from the charitable gambling fund. Thank you for your consideration.

c: City Clerk

To: City Manager
CC:
From: Melinda Coleman
Date: April 3, 1997
Re: Tri- District School CUP

memo

Mike,

I reviewed the CUP file for the Tri-District School and this is what I found:

The conditional use permit and approved site plans require that all tree and landscaping plans be approved by city staff. In addition, there is a wetland on the site that has special requirements in terms of plant type and setbacks. During the initial review process for the Tri- District School, staff gave the architect for the project, a list of appropriate native species prairie and wetland plant types.

I spoke with Ken Haider who has had discussions with a representative for the school. He informed this person of the site and landscaping plan requirements but has not yet received them.

If the city council approves the Charitable Gambling Fund request, I recommend that the approval be contingent on staff approval of site/landscape plans.

Please let me know if I can provide additional information.

from the desk of...

Melinda Coleman
Community Development Director
City of Maplewood
1830 E. County Road B
Maplewood, Mn 55109



612-7704562
Fax: 612-7704506



Tri-District 6067
Community Cultures / Environmental Science School

North St. Paul-Maplewood-Oakdale Schools
Roseville Area Schools
Saint Paul Public Schools

"... to create a community of learners whose achievement and well-being are enhanced by diversity which is valued and celebrated."

Mary Thornton Phillips, Chair
Carolyn Tucker, Vice-Chair
Scott Wasiluk, Clerk/Treasurer
Jerry Hanson, Director
Becky Montgomery, Director
Ellen Shelton, Director

P. Fred Storti, Principal/Administrator
30 East County Road B
Maplewood, MN 55117

Telephone: 612-487-5450
Fax: 612-487-5062

March 17, 1997

Michael McGuire
City of Maplewood
1830 East County Road B
Maplewood, MN 55109

Dear Mr. McGuire:

On behalf of the Tri-District 6067 School, we would like to make a request for \$9,500.00 of Charitable Gambling funds from the City of Maplewood to help develop the Maplewood Open Space Easement on the school property. We are developing an overall site plan around the school building that will be as native based and educational as possible.

We have been fortunate to have received a grant of about \$6,400.00 from the Rathmann Family Foundation to fund the Tree Trust Program to develop a site plan for our school. This plan covers our grounds, including the Maplewood Open Space Easement. The grant provides for a number of tree and shrub plantings, educational program development, site preparation, and site planning.

Part of the site planning process calls for establishing a prairie in the open space easement on lands that have been greatly disturbed. The site of the proposed prairie is about 3 to 5 acres in size. The actual size can not be determined until later this spring. The cost of preparing, seeding, and maintaining the site is about \$1,900.00 an acre. This would allow planting of a seed mixture of 4 to 7 native prairie grasses and 8 to 15 types of native flowers. The projected cost for this project varies depending on what the actual acreage is that will need to be addressed.

We request that the entire \$9,500.00 be made available for this project. If we develop less than the five acres, we would return any unused funds to the City of Maplewood. We are making the request for the funds now because the current site for the prairie is experiencing erosion problems that need to be addressed soon. This is a project that we need to address early on in the growing season for it to have the desired impact.

The Tri-District 6067 School has also initiated partnerships with several other agencies, including the U.S. Fish and Wildlife Service and the Soil and Water Conservation District, regarding restoration of the wetland area that borders on the Open Space Easement. In addition, we are a finalist for a partnership grant from the School Nature Area Project which would provide up to \$3,000.00 for Environmental Education

Mr. Mike McGuire
Page 2
March 17, 1997

Curriculum development and site management. We are deeply committed to creating a high quality natural area for the benefit of our students and the wider community.

We appreciate your forwarding this request to the Maplewood City Council for their consideration. Please contact us if there are any questions or concerns. Our hope is that as we complete the first phase of the site this year, we would be able to have a joint dedication of the site with the City of Maplewood later this summer.

Thank you for your consideration.

Sincerely,



P. Fred Storti
Principal/Administrator



Peter Fischer
Citizen Representative To The School Board

PFS\nif



TREE TRUST

Mike McGuire
City Manager
City of Maplewood, Minnesota

3/17/97

Dear Mr. McGuire,

During the 1996-97 school year, the Tri-District School in Maplewood has been chosen to participate in the "Time For Trees" program, a community outreach program of the Tree Trust. The Tree Trust is a non-profit organization with a 20 year history of community tree planting and improvement projects in Minnesota. The "Time For Trees" program is designed to provide educational and technical assistance to schools in the planning and implementation of planting projects for enhancement of wildlife habitat and environmental education resources on school grounds. Through the "Time For Trees" school program, the Tree Trust provides a project coordinator, a professional landscape plan, educational programs in the classrooms, and staff curriculum training. The program also provides approximately 15 trees and 25-30 shrubs plus nestboxes, feeders and benches for the school grounds. This program (funded at Tri-District by the Rathmann Family Foundation), is calculated to be worth \$6,400.. Plans for the Tri-District grounds include: an interpretive trail around the perimeter of the property which encompasses several types of plant communities present on the site, the planting of a representative maple-basswood forest (a plant community not currently represented on the site), and the planting of oak seedlings to enhance regeneration of oak woodland areas. Projects also planned for the school grounds, are a 3-5 acre prairie planting on a portion of the site which is part of a Maplewood Open Space easement, and future restoration of a wetland and riparian area along a stream which flows through the property. The prairie planting is a high priority since there has been soil disturbance and some erosion occurring on that site. Community partners which have been identified for possible roles in the prairie and wetland projects are: the City of Maplewood, Minn. Valley National Wildlife Refuge, Ramsey County Soil and Water Conservation District, the Univ. of Minnesota (Dept. of Ent. Fisheries and Wildlife and Dept. of Natural Resources) and the Minnesota Dept. of Natural Resources. It is our hope that the school will be successful in seeking funds from the City of Maplewood to complete the prairie planting this year. Should you have any questions regarding the "Time For Trees" program or the project at the Tri-District School, please contact me at 436-8811.

Yours truly,

Katharine D. Widin, Ph.D.
Project Coordinator
Tree Trust "Time For Trees" Program

EMPLOYMENT TRAINING/URBAN CONSERVATION
6300 WALKER STREET, SAINT LOUIS PARK, MN 55416-2373
612/920-9326 FAX 612/920-4558

AN EQUAL OPPORTUNITY EMPLOYER



The *Time for Trees* School Program is supported through grants from corporations and foundations. The following organizations have generously sponsored the *Time for Trees* School Program;



United Power Association
and it's member utilities



Mervyn's California



Geo Tree Program
A Private-Public Partnership

Chevrolet Geo and it's local dealerships



Medtronic Foundation Star Grant

For more information,

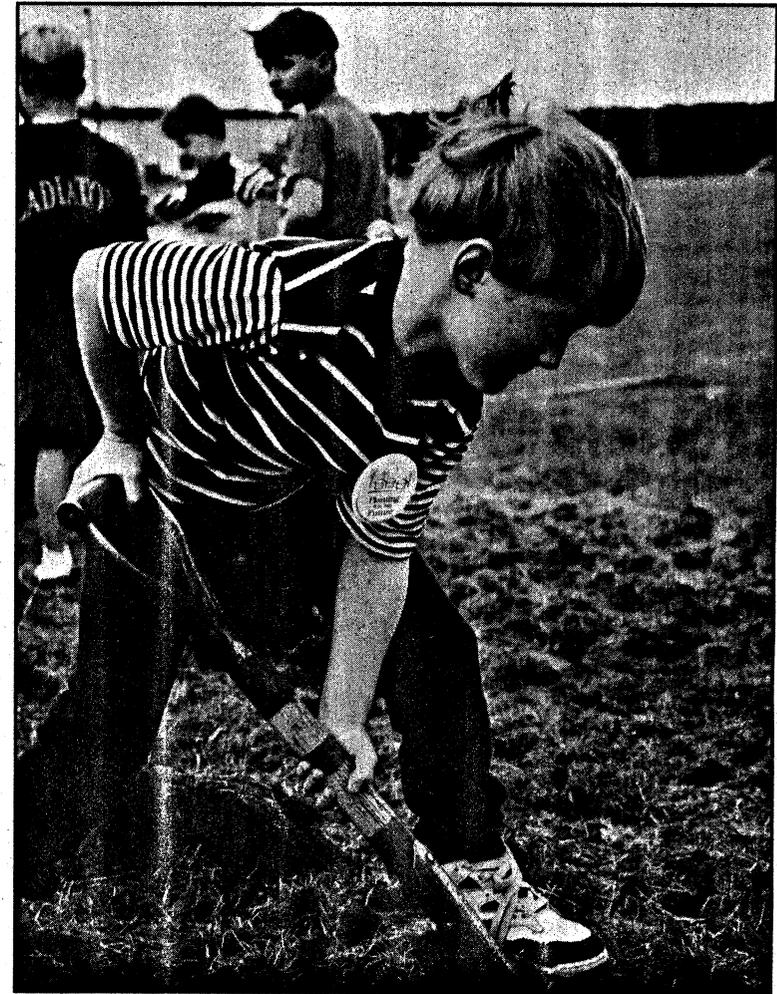
Douglas Jones
Time for Trees Program Coordinator
Tree Trust
6300 Walker Street
St. Louis Park, MN 55416
(612) 920-9326 fax (612) 920-4558

Time for Trees is an educational program of the Twin Cities Tree Trust, a nationally recognized non-profit organization. For 20 years, the Tree Trust has strengthened communities through education, employment programs and environmental stewardship.



Time for Trees

School Environmental Program



“Providing schools with the support and resources to enhance education and the environment.”

The *Time for Trees* School Program assists schools in developing unique and usable environmental learning areas that are appropriate to their educational needs and environmental resources. Through the program schools receive support and resources to organize, plant and use their individualized environmental project.

The *Time for Trees* School Program educates students through interactive classroom presentations and hands-on planting opportunities. Students are given the opportunity to make a lasting and positive improvement to their school and community. Teachers and staff are provided with assistance and resources to integrate the project and environmental education into their existing curriculum.



A *Time for Trees* coordinator is assigned to the school to facilitate the program, provide technical assistance and help form a "Green Team". The Green Team is an environmental committee that oversees the development of the learning area and provides long-term direction for its continued growth, maintenance and use. A diverse group of teachers, students, parents, technical experts, and community volunteers furnish the many resources and ideas necessary to make a sustainable project.

Under the direction of the Green Team, a site plan is developed to meet the educational and environmental needs of the school. In the past, *Time for Trees* schools have developed wildlife areas, peace gardens, arboretums, butterfly and hummingbird gardens, and planted for energy conservation. A school wide planting and celebration day is held in the spring where students plant the beginnings of their nature area with trees and shrubs provided through the program. Students also use art, music and language arts projects to show what they have learned and to celebrate their schools commitment to the environment.



The *Time for Trees* School Program provides each school with the resources necessary to implement an individualized project;

- ⌘ A *Time for Trees* coordinator provides technical and organizational assistance
- ⌘ Two educational presentations are given to each classroom
- ⌘ Teachers receive educational resources and an opportunity for curriculum training
- ⌘ A professionally drawn landscape plan and plant materials for the learning area
- ⌘ Bird feeders, nesting boxes and benches to enhance the area

Since the programs beginning in 1992, *Time for Trees* has assisted over 60 schools in developing environmental learning areas. Over 30,000 students have planted thousands of trees and shrubs while learning about the environment.

MEMORANDUM

TO: Bruce Anderson - Director of Parks and Recreation
FROM: Greg Finn Youth Sports Director
RE: **Charitable Gambling Transfers**
DATE: March 28, 1997 for the April 14, 1997 City Council Agenda.

Introduction

I am requesting Charitable Gambling Funds for NYSCA clinics. This is a new program being offered by Maplewood Parks and Recreation and start up fees are being requested. The National Youth Sports Coaches Association certifies youth coaches and cities against any liability they may incur. It is now mandatory that all of the coaches attend these clinics for all sports.

Background

The cost for each coach is \$15 per clinic. Along with attending the clinic they also will need to purchase the official coaches guide. It is the opinion of Maplewood Parks and Recreation that the coaches volunteer many hours of their time to the sports and that the Recreation Department therefore will pick up the cost of the clinics and guide books that are required.

- For coaches certification I am requesting \$2700.00 based on a fee of \$15.00/coach with 180 coaches being certified.
- For coaches sports guide I request \$990.00 based on \$5.50 each, for 180 copies, for the mandated required publication.

Discussion

It has been past practice that if these funds are not used entirely that the balance will go back into the appropriate Charitable Gambling Fund.

Recommendation

I would like to recommend that charitable gambling funds be transferred by the finance department into the appropriate budgets to cover required expenses:

1997 budget

Coaches Appreciation	\$2700.00	206-603-280-4380
Coaches Appreciation	\$ 990.00	206-603-280-4120

This program will be budgeted for in the 1998 budget.

Mike

March 11, 1997

City Council Office
City of Maplewood
1830 E. County Road B
Maplewood, MN 55109

To whom it may concern,

I am writing you on behalf of the users of the DNR Gateway trail. My name is Tom Pepin and I am a member of Boy Scout of America, Indianhead Council, Greater East Side District, Troop 577. My present rank is Life Scout. I have proposed an Eagle Scout service project to the DNR Trails and Waterways, of fabricating, constructing and placement of bat houses adjacent to the wetland areas along the Gateway Trail from St. Paul to Stillwater. My reasons for selecting this project are to provide habitat for the brown bat and also help control the insect population along the trail through natural means instead of environmentally harmful and costly chemicals. The placement of bat houses provides for an environmentally safer control of insects and a more pleasant experience for the users of the trail.

I am contacting you to request your help in funding the materials for this project. The cost of the material required for each house is \$30.00. I have contacted the DNR and received a response of approval for the project along with a count of approximately 25 houses, however they have no money available to fund the purchase of the materials. This is why I am soliciting your help in funding the materials. I will be assembling a team of volunteers to fabricate, construct and place the units along the trail. It is also desired to have the project completed in time for the spring nesting season so a quick response is requested. The time line I submitted with my Eagle Service Project workbook indicates acquisition of the materials by the end of March. Fabrication the first two weeks of April, and placement as soon as fabrication is completed. With your help I can reach the intended goal.

I thank you in advance for any money you can afford me reaching my goal of \$750.00. If you have any questions regarding my request, you can write me at 1316 18th Avenue SE, Forest Lake, MN 55025-3900. If you prefer, you can contact me by phone at 464-4474 after 6:00 PM Tuesday through Friday.

Yours truly,

Thomas C. Pepin
1316 18th Ave. SE
Forest Lake, MN 55025-3900

Thomas C. Pepin

PLANNING DETAILS

Plan your work by describing the present condition, method, materials to be use, project helpers, and a time schedule for carrying out.

The Metropolitan Mosquito Control Agency now places chemical pellets in the wetland areas of the seven county metropolitan area to control the mosquito population. I plan on presenting my plan to the Metropolitan Mosquito Control Agency, the Gateway Trail Association and the city councils of each communities the trail passes through, to solicit funds necessary to construct one bat house for each wetland along the trail. The bat houses will be built in accordance with the plans prepared by the DNR "Woodworking for Wildlife" 1992 edition. Each house requires (2)1"X12"X10' rough sawn cedar board, 70 Staples, sealer and caulking. The material cost is estimated at \$30.00 per house according to the following breakdown:

2	1" X 12" X 10' Rough Sawn Cedar Board @ \$14.00 ea.=	\$	28.00
70	1/4" X 2" Staples @ \$7.00 / 1000=	\$.50
12'	Latex Caulking @ \$.02/Ft.=	\$.25
10.ft ² .	Sealer @ \$.8/ft ² .=	\$.80
2	1/4" X 6" Lag screw and washers=	\$.45
	Total	\$	30.00

I have contacted Mike Arnold, trails and waterways technician, with the DNR. He indicated that 20-25 bat houses should cover the intended area. After approval of my project I will contact the Metropolitan Mosquito Control Agency, present my proposal to them and request funds to complete the bat houses. Depending on their receptiveness, I may need to contact the Gateway Trail Association and each of the communities involved and present my proposal to them requesting funds to complete the bat houses for each of their portions of the trail. Upon acquisition of funds, I will acquire the needed materials, assemble my workforce and begin fabrication. Planning time is estimated at 30 hours. This includes filling out the workbook, writing letters of request, making presentations to community councils, contacting suppliers for prices, estimating the quantities of materials needed, and documentation of the completed project. The workforce will include Troop members (approximately 20 people), for acquisition, fabrication, assembly, finishing and placement of the houses. The acquisition portion will require 2 adult leaders and myself, approximately 3 hours. The layout and cutout of the material and placement into kit form will take approximately 4 hours by 8 members of the troop. The assembly and finishing of the kits will take place during our troop meeting with all members participating. Placement of the bat houses will require 4 adult leaders (transportation of workers), and all members of the troop. Time required will be about 6 hours. Exact placement will be determined by Mike Arnold. Relatives will loan the necessary tools for the fabrication of the houses. The anticipated schedule is as follows:

02/10/97	Submittal to Scoutmaster	02/11/97	Submittal to Council
02/24/97	Approval from Council	02/28/97	Letter sent to Metropolitan Mosquito Control
03/14/97	Acquire funds from Metropolitan Mosquito Control	03/21/97	Acquire material
03/29/97	Prepare Materials for fabrication	03/31/97	Assemble bat houses
03/31/97	Apply finish to bat houses	04/05/97	Place bat houses on trail
04/14/97	Submit Completed workbook to council		

This is the schedule that should be followed to allow placement of the houses prior to the 1997 nesting season.

Approvals

Project plans approved by

Donald L. Genster
Scoutmaster/Coach/Advisor

Feb 10, 1997
Date

Project plans approved by

Alan Zofus
Unit committee

February 10, 1997
Date

Project plans approved by

Bob Pettit
Council or district advancement committee

2/14/97
Date

YOU MAY NOW PROCEED TO CARRY OUT YOUR PROJECT.



STATE OF
MINNESOTA
DEPARTMENT OF NATURAL RESOURCES
METRO TRAILS AND WATERWAYS

PHONE NO.

(612)772-7935 1200 WARNER ROAD, ST. PAUL, MINNESOTA 55106

FILE NO.

January 8, 1997

Mr. Tom Pepin
1316 18th Ave. SE
Forest Lake, MN 55025

Dear Tom,

Thank you for contacting us about doing an eagle scout project along the Gateway State Trail. The construction and installation of bat houses along the trail sounds like a great idea.

The Gateway State Trail is 18 miles long, but only the eastern one half has suitable wetland areas to make use of the bat houses likely.

It is my understanding that you are going to try to get funding for 20-25 houses through donations. This should be sufficient to cover the wetlands along the trail. The exact installation locations will be determined by yourself and me. The houses should be installed by early April.

I hope this project meets the requirements of your advisors. If you or they need any more information please feel free to call. Thank you again for your interest.

Sincerely,

Michael Arnold

Mike Arnold
East Metro Area Trails & Waterways Technician

MA/jl

Agenda Report

TO: City Manager
From: Colleen J. Dirkswager
Subject: Charitable Gambling Request - National Night Out/Open House
Date: April 7 1997

Introduction

The 1997 budget did not have monies established for the National Night Out/Open House event scheduled this year on August 5, 1997. The following is a request to cover the expenses associated with the event.

Discussion

The goal this year is to expand the program to include activities and entertainment which will meet the interests of a larger segment of our population. In order to accomplish this goal I am requesting Council consideration to allocate monies from the Charitable Gambling Fund to cover the following expenses.

Culturally Diverse Performing Arts	\$ 900.00 (\$300/ea)
Petting Zoo	\$ 400.00
T-Shirts (\$5.51/ea x 50 staff/volunteers)	\$ 275.50
MIM - drop-out flyer	\$ 350.00
Duplicating expenses (flyers promo pieces)	\$ 250.00
Total Entertainment (skateboard contest)	\$ 100.00
Whistles (to hand out to the 1st 500)	\$ 380.00

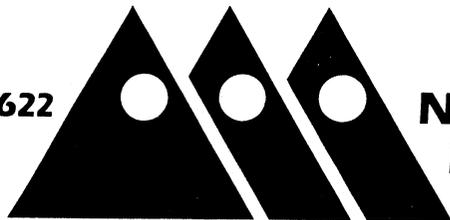
	\$2,655.50

The figures above are approximate numbers which expenses will not exceed. Along with the above itemized expenses, I would like to request that we waive the permit fee for the food vendors again this year. It is my intention to require food vendors to remit 10% of their gross revenues generated at the event. This money will assist us in 1998.

Recommendation

Consider the above request.

School District 622



**North St. Paul
Maplewood
Oakdale**

add to J-1

OFFICE OF SUPERINTENDENT

1801 Beebe Road, Maplewood, MN 55109

February 24, 1997

Dear Supporter of Academic Achievement:

Four high schools in the North St. Paul-Maplewood-Oakdale area (Hill-Murray, Mounds Park Academy, North, Tartan) have joined together to honor top academic students totaling 10% of our graduates. These four schools want to give you/your business the opportunity to become a partner in our **STA²RS-Excellence in Education** awards banquet. STA²RS stands for *"Students/Teachers Achieving Academic Recognition and Success."*

We would like one person from your business to attend this banquet and host one student, their parent(s), and one teacher. We are asking you to "buy a table" by contributing \$250 to support these four schools and to cover the cost of these meals. The banquet will be on **Monday, April 28**, at the St. Paul Radisson, 11 Kellogg Boulevard, St. Paul.

At the banquet each student will be given a \$100 stipend and each teacher a \$50 gift certificate. In addition to or as an alternative to "buying a table", you/your business may want to "sponsor a student/teacher." You can do so by contributing \$180 to cover the cost of one student/teacher honorarium and your meal.

Should you choose to "buy a table" and/or "sponsor a student/teacher," your business and its representative will a) receive significant favorable publicity; b) meet and dine with a talented student, their parents, and an outstanding teacher; and c) realize a tax benefit by your contribution.

In summary:

- ⇒ STA²RS-Excellence in Education awards banquet for the top students in the senior classes of Hill-Murray, Mounds Park Academy, North, Tartan
- ⇒ "Buy a table" for \$250 to support these schools and to cover the cost of the meals
- ⇒ "Sponsor a student/teacher" for \$180 to provide the \$100 stipend to the student, a \$50 gift certificate to the teacher, and \$30 for your meal.
- ⇒ Awards banquet is **Monday, April 28, 1997, at 6:45 p.m. at the St. Paul Radisson Hotel.**

Please check one or both

<input type="checkbox"/>	I want to "buy a table"	\$250
<input type="checkbox"/>	I want to "sponsor a student/teacher"	\$180

Name of person representing my business at the banquet will be :

Please print our business name on the program as follows:

Make checks payable to: District 622 Foundation, and mail them to the attention of Dr. Michael G. White, Superintendent of Schools, 1801 Beebe Road, Maplewood, Minnesota 55109.

Deadline for sponsorship is April 15. Also, you are able to have more than one person from your business attend the banquet at a cost of \$30 per person.

Sincerely,



Michael G. White
Superintendent



Randy Zipp
North Principal



Clete Lipetzky
Tartan Principal

MEMORANDUM

Action by Council:

TO: Michael A. McGuire, City Manager

FROM: Bruce K. Anderson, Director of Parks and Recreation

DATE: April 8, 1997 for the April 14, 1997 City Council Meeting

SUBJECT: Open Space Cleanup

Endorsed _____

Modified _____

Rejected _____

Date _____

INTRODUCTION

On Saturday, May 4, 1996, the Maplewood Parks and Recreation Department worked in close cooperation with residents from the Brooks Court neighborhood to clean up the open space property located north of Spoon Lake. There was a very positive response of neighbors and the City crews removed approximately 12 tandem loads of trash and small scrap metal from the site.

The property was originally a homestead and farm house and a great deal of large scrap metal and machinery has been left behind. The material has been stockpiled, but is too large to be moved with City equipment.

BACKGROUND

The large scrap iron material has not been removed from the open space cleanup by neighbors in May 1996. City resident Mary Leafgren has contacted the City requesting that the material be picked up.

Staff pursued estimates from two demolition/cleanup material handling companies in 1996. The cost for removal of the material ranged from \$9,000-\$11,000.

The remaining material includes large, rusted farm implements, old car chassis and foundation remains.

Staff requests that we complete this project and remove the material from the site as it is a safety and health hazard.

There are no monies allocated for open space improvements.

The City Attorney and Finance Department have indicated that the open space fund monies can only be utilized for acquisition of lands, due to the original wording of the referendum question.

RECOMMENDATION

Staff requests that \$9,000 be allocated from the contingency fund to cleanup the open space property as per quotes received from demolition scrap metal firms.



CITY OF MAPLEWOOD

1830 E. COUNTY ROAD B MAPLEWOOD, MINNESOTA 55109

PARKS AND RECREATION DEPARTMENT

612-770-4570

May 9, 1996

Mary Leafgren
954 Brooks Court
Maplewood, MN 55109

Dear Mary:

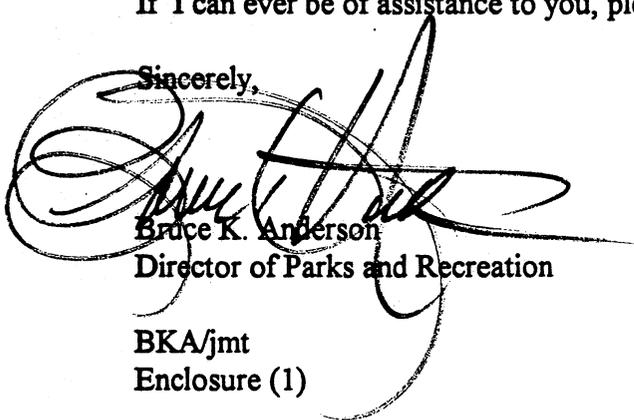
Please accept this communication as a formal thank you to you and your neighbors for the tremendous clean up job done on Saturday May 4, 1996. The park maintenance crew has cleaned up the material at the end of Brooks Court, and we are currently making arrangements with a large scrap iron firm to pick up the large metal pieces and machinery.

I have included a copy of the "Mission Statement and General Policy Guidelines for Maplewood Open Space Land Management" as per our conversation. The policy has not been formally adopted and or approved by the City Council yet, but I believe it will give you an idea of the types of development and or management practices that our department intends to put in place regarding open space parcels.

I sincerely appreciate you and your neighbors efforts to improve our environment, and look forward to working with you on future projects.

If I can ever be of assistance to you, please feel free to contact me directly at 770-4573.

Sincerely,



Bruce K. Anderson
Director of Parks and Recreation

BKA/jmt
Enclosure (1)

AGENDA REPORT

TO: Mike McGuire, City Manager
FROM: Karen Guilfoile, City Clerk
DATE: April 4, 1997
RE: Code of Ordinances

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

The Maplewood Code of Ordinances was initially codified in 1982 by Municipal Code Corporation. Many users find the format of our code difficult to use and are unable to locate information in an expedient manner. The Code is repetitious and has areas where it conflicts with both state statutes and itself.

Discussion

Since Maplewood codified, the process of codification has improved both in formatting and computer access availability. I have found that most codification companies offer basically the same services, in both hard copy and electronic format.

At your direction, I have researched other cities to get their comments on Municipal Code and Sterling Codifiers. I spoke with representatives from Roseville, Cottage Grove, St. Paul Park, Stillwater, Woodbury and Dubuque, Iowa.

Both companies received accolades and satisfaction, so I am led to believe that choosing which company to go with is a personal preference. I have a copy of St. Paul Park codified by Municipal Code and Hawthorn Woods, Illinois, codified by Sterling Codifiers. In studying the format of both codes, I find Municipal Code's indexing system easier to follow. Also, Municipal Code includes state statute references; Sterling does not. Also important is that Sterling does not number their pages. In researching the retrieval software for both companies, we found Municipal Code to be more user-friendly. The overall quality of the Municipal Code book is better in hard copy and formatted text. We have a past working relationship with Municipal that is advantageous. Since 1992 our code has been entered on cd-rom and is ready to be sent to us for analyzation.

Recommendation

Due to city growth, changing state statutes, and technical improvements of the codification process, I am recommending the recodification of our code. Even though the bid from Sterling Codifier was approximately \$2000 less than Municipal Code's, I recommend recodifying with Municipal Code due to the aforementioned comparisons, by contract, not to exceed \$16,000.00. The code will be reformatted to 8½" X 11" single column format encased in D-ring black leatherette binders. In addition to reformatting in hard copy, I recommend that we purchase the indexed code on a cd-rom retrieval software program, which is included in the bid amount. This will be installed on computers in various departments for quick response to citizen requests.

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: Michael McGuire, City Manager
FROM: Michael P. Ryan, Chief of Police *MR*
RE: Police Department File Server
DATE: March 31, 1997

INTRODUCTION

A pressing need exists for a file server (computer) to support daily operations in the Police Department's investigative and patrol divisions. Since the purchase of this equipment was not included in the 1997 annual budget, the Police Department requests authorization to purchase a file server from the Confiscated Funds account.

BACKGROUND

The need for a Police Department File Server to augment the existing city-wide file server was identified during the preparation of the 1997 Maplewood city budget. However the purchase of this equipment was deferred to allow other essential purchases.

Since that time, increasing computer use throughout the city has the city-wide server running at capacity, with the police department foreseeing additional demand as it continues to update the information processing and communications equipment in its investigative and patrol units.

As the attached memorandum for the City MIS Manager shows, in addition to supporting efficiency and officer safety in the police department, approval of this request will also directly benefit the other city departments; and it will provide the city with emergency computing capacity in the event the city-wide server should fail.

RECOMMENDATION:

That the City Council approve a resolution authorizing the Police Department to expend \$8,855 from the Confiscated Funds account (currently totaling \$56,845) to purchase and install a departmental file server.

Enclosures

cc: Dan Faust
Steve Hurley

interoffice

MEMORANDUM

to: Mike Ryan
from: Steve Hurley 
subject: Police File Server
date: March 28, 1997

The following low quotations were received by the city after a request was made to hardware and software vendors to provide prices on a new police file server and related components. The items quoted were:

	Next Century Technologies	DataComm Communications
(1) Pentium based 200 MHZ CPU 64 MB RAM 4+ GB hard drives (duplexed) SCSI controllers (duplexed) Network Interface Card CD-ROM 14" monochrome monitor	\$4,987.00	\$9880.72
(1) Smart UPS	334.00	572.00
(1) Novell Netware 3.12, 25 user software	2187.00	2651.00
(1) CD-ROM jukebox (4-Disc)	498.00	Incl. Above
TAX	520.39	851.74
Labor (installation/configuration)	328.00	1087.50
TOTAL	\$8854.39	\$15042.96

RECOMMENDATION

Major price differences exist between the high and the low quotation. Although this may raise a red flag, it should not. The value difference between hardware components is negligible and nonexistent in the software. The city has had previous experience with both vendors and both are reliable, conscientious and knowledgeable.

I recommend the city select Next Century Technologies to provide the above components and services

interoffice

MEMORANDUM

to: Mike Ryan
from: Steve Hurley 
subject: Police Department File Server
date: February 24, 1997
CC: Mike McGuire, Phil Powell

RECEIVED
FEB 25 1997

MAPLEWOOD
POLICE

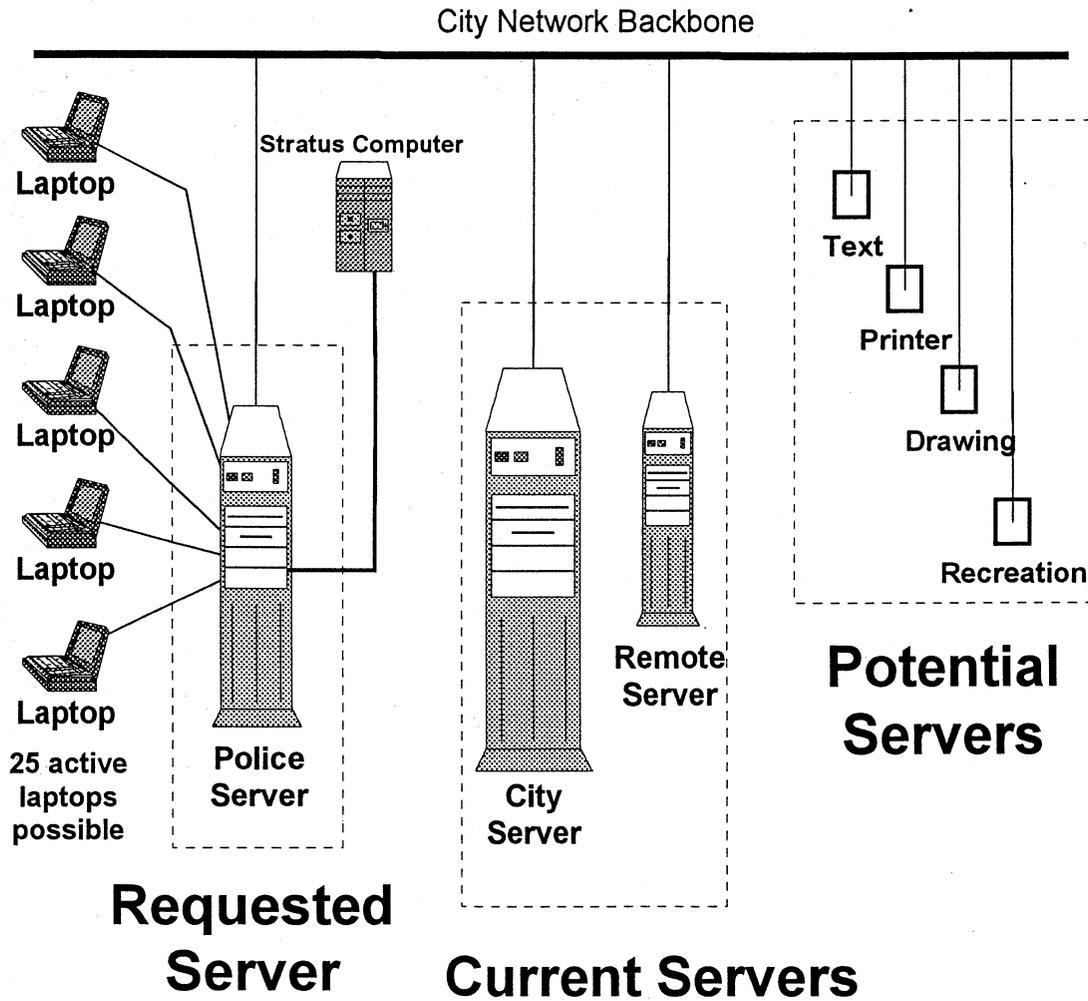
Introduction

The City of Maplewood's computer system uses two "servers" in its day to day operation. A server is simply a computer that "serves" the connected users in some capacity. In our case there is a "file" server and a "remote" or "modem pool" server.

The Police Department is seeking to add a file server to the City network. There are several reasons for this. Some of the most important deal with data backup times and capacity, data security, an increase in public service programs, and internal hardware and software changes.

- The police need to have their data backed up at times other than those currently done. The City's computer system is backed up between midnight and 6:30am. In order for a full backup to be done users are not allowed to log into the network during those times. A better time for the Police department is mid to late afternoon which would obviously be bad for the other city departments. Also because backup capacity of the current city system is severely taxed the addition of another server employing its own backup mechanism will help alleviate this problem.
- Data security is of utmost importance and protecting sensitive information a very high priority. The BCA recommends that every effort be made to accomplish this. Having a separate server will allow additional controls to be placed on access to confidential files.
- Several programs are being implemented by the Police department which would benefit greatly by the accessibility of a common database. Pawn shop, gang member and juvenile contact data can be available to any user logged into the server and is much more useable than the same data residing on a single PC accessible by only one user at a time.
- The Police department will begin replacing its current MDT's (Mobile Data Terminals) with laptop PC's. When that change occurs users will be able to log in not only to the Stratus mainframe but also to the city server. With the potential for 25 laptop users, speeds, capacities and security are critical. A separate server for handling these users becomes much more necessary.

The Police Department's desire for a file server to accomplish their objectives fits very well with my view of the direction the City computer system ought to evolve. That is, in part, the addition of other servers to solve problems, increase efficiencies, or provide particular applications. The addition of a Police server not only will address the security, public service and hardware change issues but will be the first step in easing the strain on the main City server while improving the response time for users.



Mike Ryan
Page 3
February 24, 1997

System Growth

As recently as February 4th of this year the current network system has warned that the city file server is close to capacity in hard drive storage. The current server hard drive capacity is eight gigabytes (8,000 megabytes) but it has only about one gigabyte of free space remaining. With all departments adding files this will not last long.

The City network system is growing in several areas. Aside from the Police department, the City Clerk and Public Works/Engineering are or will be adding large amounts of data in the form of text based City Code and graphic GIS (Geographic Information System) files. In fact engineering drawing files are so large at this point that a 3 gigabyte hard drive has been added to one of the CAD workstations. This by itself represents more than a third of the network system capacity but of course is only available to the person on that workstation.

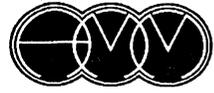
Parks and Recreation and the Community Center contribute large amounts of data in the form of recreation facility, membership, registration and league scheduling software entries. The addition of a Fire Department with five remote sites dialing into the network tax the system. The network is also burdened with the recent Internet and E-mail connections. This hampers network speed as well as capacity.

The fast internal network growth we are experiencing is not unusual and follows naturally as users become more comfortable with the network, how it operates, where files can be stored and also with the need to add functionality in the form of new software and hardware.

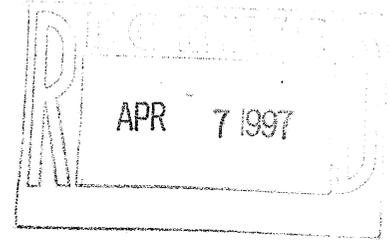
Recommendation

I am recommending that the Police Department add a server to the City's network backbone. This will allow them to use all the same cabling, and hubs, etc. they are now using but when those users with the appropriate rights are logging into the system they will be logging into a separate server. This will provide them additional security they need for dealing with sensitive documents. The additional hard drive space will allow the creation of common databases and the expansion of the same.

With the addition of a Police server, much of the data being stored on the existing server can be moved over from the City server freeing hard drive space for other departments and hopefully lengthening the time until a more substantial upgrade is necessary.



**Association of
Metropolitan
Municipalities**



April 7, 1997

TO: Mayors, Managers/Administrators
FROM: Tom Egan, AMM President
RE: **NOMINATIONS FOR AMM OFFICERS AND
BOARD DIRECTORS WANTED**

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

I. ANNUAL MEETING, THURSDAY EVENING, MAY 29, 1997:

If you have not done so already, please mark your calendars now for Thursday evening, May 29 for the 1997 AMM Annual Meeting. The meeting will kick off with a 5:30 p.m. social hour, a dinner at 6:30 p.m. and the business meeting to follow at 7:30 p.m. The meeting will be held at the Minneapolis Sheraton Metrodome Hotel in northeast Minneapolis.

One of the major functions of the Annual Meeting will be to elect a President, Vice-President, and eight Board Directors. A detailed meeting notice and program agenda will be mailed in early May.

II. NOMINATIONS FOR OFFICERS AND BOARD POSITIONS WANTED:

As noted above, the offices of president, vice-president and eight board directors are up for election. Your input is needed in suggesting good candidates for vice-president and board directors.

If you or if you know of a city official you would like to have considered for nomination, please forward the name and a brief resume to the AMM office, attention Vern Peterson no later than Monday, April 22.

continued...

145 University Avenue West
Saint Paul, Minnesota 55103-2044
(612) 215-4000
Fax: 281-7299

Members of the Nominating Committee:

Joan Campbell, Chair, Past President and Minneapolis Councilmember

Other Nominating Committee members are:

Bev Aplikowski, Councilmember, Arden Hills

Frank Boyles, Administrator, Prior Lake

Michael Ericson, Administrator, Watertown

Tom Goodwin, Councilmember, Apple Valley

Jerry Splinter, Manager, Coon Rapids

Joy Tierney, Mayor, Plymouth

Sherry Timmerman, Councilmember, Oakdale

III. BOARD OF DIRECTORS DUTIES/RESPONSIBILITIES:

The Board normally meets once a month on the second Thursday commencing at 7:00 p.m. The Board approves the annual budget and work program; establishes annual dues rate; establishes program and legislative policy priorities; appoints members of legislative policy committees; nominates the 10 city elected officials on the Transportation Advisory Board (TAB); appoints 8 city staff members to the Technical Advisory Committee (TAC) and is responsible for the overall management and direction of AMM staff.

Due to the two-term board limitation, there will be some new Board Directors elected. Nominations are solicited for both elective and administrative city officials from throughout the entire metropolitan area and especially from cities under 10,000 population.

IV. REMINDER: INNOVATIVE PROJECTS AND PEACEMAKER AWARDS

We would like to remind you to send in your entries for the 1997 AMM Innovative City and Peacemaker Awards competition. Information packets were mailed 10 days ago. All entries must be postmarked no later the **Friday, May 9**. The winners will be honored at the Annual Meeting on May 29, 1997. If you have any questions, contact Cheryl at 215-4000.

Attached is a listing of current boardmembers and officers.

Please contact Vern Peterson in the AMM office (215-4000) should you want more information concerning these matters.

DISTRIBUTION NOTE: This bulletin has been mailed to mayors and manager/administrators only. Please share this information with your councilmembers and other staff members as you see appropriate. Thank you.

Current AMM Officers/Boardmembers

A. Boardmembers whose terms expire in May of 1997

- **Officers:**

Tom Egan (1), President, Mayor, Eagan
Jim Prosser, Vice-President, Manager, Richfield
Joan Campbell (1), Past President, Councilmember, Minneapolis

- **Directors:**

Jack Denzer (2), Mayor, Cottage Grove
Susan Hoyt (2), Administrator, Falcon Heights
Bill Huepenbecker, Dir. of Intergovernmental Relations, St. Paul
Nancy Jorgenson, Mayor, Fridley
Ann Lenczewski, Councilmember, Bloomington
Janice Rettman (3), Councilmember, St. Paul
Pat Scott, Councilmember, Minneapolis
Donn Wiski, Councilmember, Roseville

- (1) Upon election of a new president, the immediate past president remains on the Board and the current past-president leaves the board.
- (2) Have completed two two-year terms and not eligible to be re-nominated as a Board Director.
- (3) Elected Ramsey County Commissioner-not eligible to be re-elected.

B. Board Directors whose terms expire in May of 1998:

Frank Boyles, Manager, Prior Lake
Lynn Moratzka, Councilmember, Hastings
Gerald Otten, Councilmember, New Hope
Mark Sather, Manager, White Bear Lake
Terry Schneider, Councilmember, Minnetonka
Charlotte Shover, Councilmember, Burnsville
Bill Thompson, Councilmember, Coon Rapids
John Weaver, Councilmember, Anoka