



City of Oak Park Heights

Tree City USA

Second Quarter 2013 Newsletter

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Reserve a City Park Shelter

Are you thinking about having a get-together or a family reunion? The Brekke, Cover, Valley View, and Autumn Hills Park shelter buildings can be reserved free of charge for your event. The Autumn Hills Park Shelter does require a refundable \$100 deposit.

Brekke Park is located on Omar Avenue south of the former St. Croix Mall (now Andersen Corporation). The park has a covered shelter building with restrooms as well as a tot lot, baseball diamonds, playground equipment, and barbeque grills. This park also features Oak Park Heights' disc golf course.

Valley View Park is located on Osgood Avenue at the edge of the city limits. This park has a covered shelter building, picnic areas, play-grounds and a beautiful passive park area with trails, a prairie restoration area and wetlands.



Autumn Hills Park is located at 5697 Norwich Parkway off of 58th Street adjacent to the Boutwells Landing campus. The park contains meandering trails, trail access parking, and playground equipment. It has a 2,000+ square foot shelter, which includes a covered gathering area with a small kitchen/serving area, men's and women's restrooms, and a water fountain.

You may use the City's online reservation form to reserve either the Brekke Park or Valley View Park shelters. You may obtain the Autumn Hills Park Shelter reservation documents and information online as well. Or, you may call or visit City Hall anytime to reserve any of the shelters for your next event!

The seasonal road load weight restrictions date is determined by the Minnesota Department of Transportation (MNDOT) each year. Please Visit the city's web-site, www.cityof oakparkheights.com, for information regarding seasonal load limits. The City's road weight restrictions map may also be downloaded from the City's website.

Garbage and recycling container placement

The City contracts with Advanced Disposal (formerly known as Veolia) to provide garbage and recycling services to single-family residences in within the City. The Advanced Disposal trucks have arms that extend from the vehicle to pick up your container and dump its contents into the truck. To allow for enough space for the arms to grab your container, please do not place containers right next to each other. Proper placement of your containers would be for one container on each side of your driveway. Thank you for your cooperation!



Recycling incentive program

The City of Oak Park Heights has a recycling incentive program. The City awards a prize of \$25.00 or a fire extinguisher and/or smoke detector. Residents participating in curbside recycling are picked randomly twice a month.

Recycling benefits the environment in countless ways: it reduces the amount of natural resources used to make new products, it saves energy, it prevents water and air pollution including greenhouse gas emissions, and it reduces waste. This means that the simple act of recycling in your daily life provides significant protection for our environment and reduces global warming.

City Ordinance requires house numbers

House numbers are required by the City's Zoning Ordinance. Not only is it important that delivery people be able to find your home, it is critical for emergency response groups, such as the police department, fire department, and emergency medical respondents to assist you as quickly as possible.

To make it easy to locate your home, your house numbers should be:

- A minimum of three inches in height;
- Made of durable, weather resistant material such as metal, glass, or plastic;
- A color that stands out against the house or background upon which they are placed;
- Easily and clearly seen from the street when approached from any direction (you may want to consider having the numbers coated with a reflective material for better visibility in the dark or locate them beneath a light source); and
- Attached to your home or a sign post that faces the street.

If your home does not have house numbers on it, make it a priority to get them put on today.

Coming soon! NLC Service Line Warranty Program

Starting in summer 2013, the National League of Cities Service Line Warranty Program will be available to residents as an affordable home protection solution in the unfortunate event of a broken or leaking water or sewer line in your single-family home. This optional program offers a low-cost warranty that will provide repairs for a low monthly fee, with no deductibles or service fees.

As average water and sewer line repairs can range from a few hundred dollars to several thousand dollars depending on the nature of the needed repair, the warranty program is anticipated to cost a homeowner between \$6 and \$9 per month per water or sewer line and provide a \$4,000 warranty policy for each line. The program would provide funding for most repairs and is expected to cover 100 percent of any repairs including tree root removal and curb-stop replacements.

Please watch your mail this summer as each City residence will receive a direct mailing from the warranty provider, Utility Service Partners, Inc. that will offer more information about this program.

Parking pads and firewood storage

No Parking on the grass or yard ~

By City Ordinance cars, trucks, trailers, boats, snowmobiles, water-skis, four-wheelers, motor homes and other similar items shall be parked in your garage or other accessory building, upon your driveway or an approved parking pad.

An approved Parking Pad shall be hard surfaced constructed of asphalt, concrete, cobblestone, paving block or crushed rock that meets minimum Class 5 material specifications and has at least a 4 inch deep base. Designated parking pads shall extend directly from the driveway, away from the house and may be located within the front, side or rear yard setback. Parking pads must be set back at least 5 feet from rear yard property lines.

Parking Pad Limitations ~

Your parking pad may be used for the placement of:

- No more than a total of two (2) recreational vehicles (boats, snowmobiles, etc.) or pieces of equipment (trailers, etc.), not including racing cars.
- Registered and operable passenger vehicles.
- No more than one (1) truck and/or trailer not to exceed a gross vehicle weight of 12,000 pounds, except when loading, unloading or rendering a service.
- Construction and landscaping materials currently being used on the premises.

Firewood Storage shall not be on a parking pad. Firewood shall be neatly stacked and stored in the side yard or rear yard or residential premises.

I have too much stuff. What do I do?

If you need a parking pad and/or shed, contact the City Building Department to review your options and learn about permit requirements.

Beginning January 1, the City of Oak Park Heights will offer the option of paying utility bills online using a credit card or electronic check.

Go GREEN: Pay & View Oak Park Heights Utility Bills Online



We accept...



Pay ONLINE

Go to www.CityOfOakParkHeights.com

1. Click "Pay Utility Bill"
2. You will go to our payment processor's website where you should register and make your payment

Or CALL

1-877-885-7968 (have your bill handy to provide your account number)

View Bills Online

Go to www.CityOfOakParkHeights.com

1. Click "View Utility Bill"
2. You will go to our payment processor's website to register
3. You will get an email each time your bill is ready

You don't have to pay online to view your bills online.

WHY?

Help save natural resources by viewing and paying online.

- Easy, fast and secure
- Pay immediately, schedule a payment or set up Auto-Pay
- Keep costs down; opt out of paper bills
- Print receipts, view payment history and more



City Meetings (subject to change)

City Council:

2nd and 4th Tuesdays at 7:00 p.m.

Planning Commission:

Typically the 2nd Thursday at 7:00 p.m.

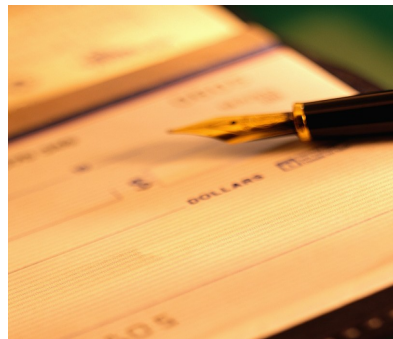
Parks Commission:

3rd Monday at 6:30 p.m.

Agendas and Minutes are posted on the City's website:
www.cityof oakparkheights.com

First quarter 2013 utility bills

Utility bills for the first Quarter of 2013 (January 1 — March 31) will be mailed to residents in April and will be due May 9, 2013 .



Auto pay is available. With auto pay, there is no need to waste time writing and mailing a check. Paying your utility bill electronically allows you to save time and money on stamps and late fees. The amount you owe on your utility bill is automatically withdrawn

from the account you designate on the billing due date each month. You will continue to receive your bill so that you know the date and amount to be withheld from your account.

If you are interested in participating, please call or stop by City Hall to obtain an enrollment form. The form is also available on the City's website, under City Information, Forms & Handouts. Call Judy Tetzlaff at City Hall, 651-439-4439, if you have questions.

Risk trees

Winter is a good time to check trees for broken, hanging branches, and cracks in branches or trunks, especially the main trunk union. Also look for evidence of decay, such as shelf fungi or wildlife holes, in the branches or trunk. These structural issues can be dangerous for people living around trees. Take a good

look at trees in and near your yard for problems and contact a tree service to remove hazardous branches or trees. If you're not sure which problems are serious enough for tree pruning or removal, call the Oak Park Heights Arborist to come out and take a look to determine which trees might be a risk.

Oak Wilt

Oak trees can be pruned up to April 1 in most years. Due to insect transmission of the oak wilt fungus to fresh wounds on healthy oaks, oaks should not be wounded or pruned from April 1 to July 1. If they are wounded during the growing season (April 1- October 1), the wounds should be painted with latex house paint to prevent oak wilt infection. It is best to prune oaks between October 15 and March 15.

Emerald Ash Borer

Emerald ash borer (EAB) has not yet been confirmed in Washington County; however, it's good to check ash trunks and branches for "D-shaped" adult exit holes and "S-shaped" larval galleries under the bark. If larvae are present there may be a lot of woodpecker activity, particularly in the top half of the tree. If you see any signs of EAB activity, or want to discuss insecticide treatment to protect ash, please contact the Oak Park Heights Arborist. Do not move ash wood with intact bark from one area to another, as this is one way that emerald ash borer is easily spread.

Ash Removal and Replacement: The City of Oak Park Heights is continuing to remove ash trees which are doing poorly, are interfering with power lines, competing with other trees, have storm damage, or are blocking sight lines along the street. If you have an ash tree that you think should be removed, contact the Oak Park Heights Arborist.

Pruning trees

Early to mid-winter are good times to prune shade trees. Ornamental and fruit trees are best pruned in late February or early March. There is no need to apply tree wound dressing or paint to wounds made in fall or winter. Do not prune trees during leaf expansion in May. Hire a tree service if pruning needs to be done on large shade trees.

Tree Problems?

If you are an Oak Park Heights resident, and have a problem with a tree or shrub, such as an insect or a disease, have planting questions, or just want to have a plant identified, call Dr. Kathy Widin, the Oak Park Heights Arborist, at 439-4439 Ext. 1106. She can either answer your question over the phone or make an appointment for a site visit. This service is paid for by the City of Oak Park Heights.



Help protect our kids, environment, and community

Unused Medications?

Washington County residents can now dispose of their unused and expired medications at year-round collection drop boxes.



Why are unused medications a problem?

Old and unused medicines in your home can pose a risk for accidental poisoning, theft, and drug abuse. Research also shows that medication put in the trash or flushed can pollute water and harm fish and wildlife.

What's accepted?

Prescription, over-the-counter, and pet medication **from households.**

- » Pills & capsules
- » Blister packs
- » Creams & gels
- » Unused Epipens
- » Inhalers & patches
- » IV bags and vials
- » Liquids
- » Powders and sprays

What is NOT accepted?

- No needles, used Epipens, syringes, lancets or thermometers. Bring these to the *Environmental Center* at 4039 Cottage Grove Drive, Woodbury MN
- No medications from businesses.

Preparing for drop off

- Keep medications in original container and place in a sealed, clear plastic bag.
- Use a marker to cross out your name on the container (optional). Drop off is anonymous—no ID is required.
- If you don't have the original container, place in a clear bag.



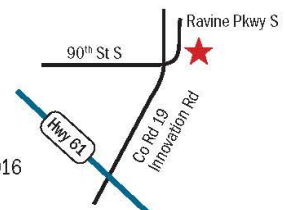
**Washington
County**

Washington County Sheriff's Office
Washington County Department of Public Health and Environment

NEW Drop Box Locations Open 8:00am – 4:30pm M–F

COTTAGE GROVE Washington County Service Center

13000 Ravine Pkwy S
Cottage Grove, MN 55016



FOREST LAKE Headwaters Service Center

19955 Forest Rd N
Forest Lake, MN 55025



STILLWATER Law Enforcement Center (LEC)

Sheriff's Office
Main Lobby
15015 62nd St N
Stillwater, MN 55082



Questions? www.co.washington.mn.us/meds | 651-430-6655

Who's Who in City Government

The local government in the City of Oak Park Heights is made up of a City Council and a Mayor. The Mayor and four Councilmembers are elected to the Council. The Mayor and Councilmembers are elected in even years. Officials are elected for a four-year term, but may be re-elected for any number of additional terms. The City Council meets the second and fourth Tuesdays of each month. The Council agenda is posted at City Hall and on the City's website.

The Mayor and Councilmembers work closely with City staff and the City Administrator to ensure that the best interest of the citizens of Oak Park Heights always comes first. The City Hall houses five departments: City Administration, Finance, Building, Public Works, and Police. The City contracts with other firms to provide legal services, planning services, engineering services, and forestry services. The City also contracts with Bayport Fire to provide fire services.

Contact information for City Hall and the Mayor and Councilmembers can be found on the back of this newsletter.

Washington County Environmental Center

Did you know that residents can drop-off household hazardous waste, electronics, and recyclables for free at the new Washington County Environmental Center? The Center is located at 4039 Cottage Grove Drive in Woodbury, near the intersection of Manning and Bailey Road, just 4 miles south of I-94. The Center replaces the Hazardous Materials Collection Site in Oakdale, which permanently closed in 2009.

Many common household items can be hazardous to you and the environment if not used up or dis-

posed of properly. Common products that need to be brought in to the Environmental Center include paint, stains, and varnish; automotive fluids such as used motor oil, antifreeze and gasoline; yard and garden products such as insect and weed killers; common household items such as oven cleaner, fluorescent bulbs, and aerosol cans; and electronics such as TVs and computers.

For location, hours and materials accepted go to www.co.washington.mn.us/envirocenter.

Free Product Room

Don't need it? Someone might! Did you know that some of the items you drop-off at the Environmental Center might be stocked in the *Free Product Room* for other residents to pick up, free of charge?

The *Free Product Room* is located inside of the Washington County Environmental Center at 4039 Cottage Grove Drive in Woodbury. Products set out in the *Free Product Room* are first screened for quality. Some of the more popular items are paint and stain. If you are on a tight budget, you might just find the color you were looking for and there's no cost to you. Other popular products set out in the *Free Product Room* are lawn & garden products and automotive fluids.

For hours and location go to www.co.washington.mn.us/envirocenter

Notes from Public Works

Fats, Oils, Grease (FOG) in the Sanitary Sewer System

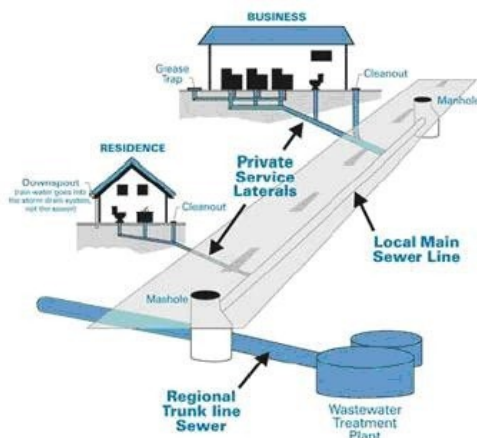
Fats, oils and grease in sewer pipes, referred to as FOG, create problems in many communities. FOG enters the sewer system through service lines from both restaurants and residential and commercial sink drains. Once FOG enters the sewer it sticks to the pipe and thickens. FOG can build up and eventually cause backups. Residents can help control the risk of sewer backups by properly disposing of fat oil and grease.



Sources of FOG

Fat, oil and grease is a byproduct of cooking found in:

- Food scraps
- Meat fats
- Lard
- Cooking oil
- Butter or any substitute



Negative Effects of FOG in the Sanitary Sewer System

- Attracts insects and rodents
- Backups can occur and cause property damage that is not always covered by insurance
- Sewage can overflow into storm catch basins and therefore the St. Croix River
- Cleaning FOG out of the sewer system is costly

Plow damage repair

Inevitably some yard/lawn damage occurs during winter plowing. City crews will be out repairing major plow damage this spring. Please contact Andy Kegley, Public Works Director (651) 439-4439 to report yard damage from snowplowing.

Street sweeping

Spring street-sweeping begins when all the snow is melted and temperatures remain warm enough to prevent freezing. When sweeping sand from the edge of your yard into the roadway, please sweep sand into rows, not piles.

Park shelter restrooms

Oak Park Heights Park shelter restrooms typically open at the end of May. Public Works will open restrooms when the vulnerability of possible damage due to freezing water pipes has passed. Each park does have portable restrooms available for use when shelter restrooms are not available.

Stay updated by visiting the City's website at www.cityofoakparkheights.com.

St. Croix River Crossing update

Portions of the St. Croix Crossing project, including the Hwy 36 reconstruction and the construction of the bridge piers in the St. Croix River will begin in spring of 2013. The residents and business owners in Oak Park Heights will see construction activity, beginning in April and pier construction will get underway in the St. Croix river as soon as weather permits.

Project open houses are being scheduled for April and residents and businesses are encouraged to watch for information updates on the project website, located at www.dot.state.mn.us/stcroixcrossing.

Businesses and residents are encouraged to direct their questions about the project to Mary McFarland Brooks at mary.mcfarland@state.mn.us or at 651-200-5453. For questions regarding the Wisconsin portion of the project please contact Chris Ouellette at chris.ouellette@dot.wi.gov or at 715-833-9814.

The St. Croix Crossing project team thanks the residents and businesses of Oak Park Heights for their patience during the reconstruction of Hwy 36 and wants to remind drivers to pay attention and obey posted speed limits. Research shows the main causes of work zone crashes are excessive speed and inattention by drivers.

Watch for more information about the project in the next issue of the Oak Park Heights newsletter.

Project planning and permits

When planning your project, keep in mind that many projects require a building permit prior to the project starting.

Some common do-it yourself projects such as decks, porches, gazebos, fences, sheds, re-roofing, re-siding, new plumbing or heating or alterations to your existing services, window replacement, driveway replacement and parking pads typically require a permit to ensure compliance to adopted construction and local ordinance codes.

If you are hiring a contractor for your project, make sure they are licensed, have obtained a permit for the work you that you have hired them for, and that the inspections appropriate to your project are being scheduled while they are working.

Building permit applications and information on a variety of projects are available at City Hall and can also be found on the City webpage at www.cityofoakparkheights.com. If you don't find what you are looking for, let us know. We will do our best to get you the information you need.

You are encouraged to include a call or visit to the Building Official to discuss what may be needed to make your project safe but also compliant with adopted local ordinances and construction industry codes.

Please take the opportunity to utilize the Building Official and City Staff as another set of knowledgeable eyes on the projects and work being done on your property. It is the goal of the City to also make your project a success and we are here to help!

Permits required for some landscaping/yard projects

With spring around the corner you may be thinking about making some landscaping or yard improvement projects, such as a fence, driveway, parking pad or an outdoor irrigation system (lawn sprinkler). If so, keep in mind that some landscaping and yard projects require a permit by City Ordinance.

Fences: If you're planning on building a fence, contact the Inspections Department at City Hall to obtain a fence permit handout and to complete a permit application. As part of the permit application, you will prepare a site plan. Property lines must be verified prior to fence installation; if you have a property survey, please include a copy of it with your permit application. A fence permit is \$25 for fences four-feet and under in height. Permits for fences greater than four-feet in height are based upon the fence project cost. Both permits include a plan review to help reduce the likelihood of inconvenient and expensive, after-the-fact enforcement that occurs when fence installation inadvertently violates city ordinance requirements. A properly placed fence will aid in preventing neighbor disputes.

Irrigation Systems (Lawn Sprinklers): A plumbing permit is required as these connections are made to your domestic water supply. As part of the permit application, you will need to provide information that provides details to the system you propose to install, along with a site plan that clearly shows the location of the system being installed. You may be required to submit a property survey if property lines and easements are not readily clear. An irrigation system permit is \$75 plus MN State Surcharge. A plan review is included in the permit to ensure code compliance. Upon installation, an inspection is required to ensure proper water supply connection and proper installation of backflow preventers to prevent contamination. A common mistake is that sprinkler heads are placed at the curb line which typically is in the public right-of-way. These sprinkler heads are then destroyed by the snow plow; so always stay away from the City streets with sprinkler heads.

For more information on these types of permits or other projects you may have in mind, contact Building Official, Julie Hultman at (651) 439-4439, Ext. 1105 or jhultman@cityofoakparkheights.com.

Attention Pet Owners

Leash Law Reminder: The City of Oak Park Heights has a leash law in effect that prohibits pets from running at large. Any dog or cat that is off the premises of the owner and not under the physical control (by leash or by voice) of the owner or another designated person is in violation of this Ordinance.

When you are out walking your pet, please remember to bring a plastic bag. Pet owners are required by City Ordinance to clean up pet

waste on public and private property. Removal and proper disposal of pet waste helps keep our City clean and healthy.

Pet Licenses: All dogs and cats in the City for more than 30 days are required to have a City Pet License. There is no charge for this service and it could save your pet from a trip to the animal shelter. Bring proof of your pet's rabies vaccination to City Hall to receive a pet license and tag. For more information, please call City Hall at 651-439-4439. City Ordinances can be viewed on the City's web-site: www.cityofoakparkheights.com.

CLIP AND SAVE!
2012 Summer Park Activities Schedule

All events are free! Look over the following schedule, and mark the dates on your calendar. Please check the City's website for further updates on summer programming in the parks.

All ages are welcome to attend the activities. Children under six must be accompanied by an adult. Pre-registration is appreciated for the craft activities. E-mail Gina at gzeuli@q.com with number and ages of children attending.

May 31—Stillwater Area High School Band Outdoor Concert: Autumn Hills Park from 5-7:30 pm

June 11—PLAYFUL CITY PLAYDAY! Sand Art: Valley View Park from 10 am to noon.

June 18—Crafts in the Park—Card Making: Valley View Park from 10 am to noon.

June 25—Minnesota Raptor Center Presentation: Autumn Hills Park from 10:30 am to noon.

June 27—Family Movie in the Park: Autumn Hills Park. Movie begins at dark. Popcorn/beverages available for purchase.

July 2—Craft in the Park—Painting: Brekke Park from 10:00 am to noon.

July 9—Family Bingo—come play for candy and prizes: Brekke Park from 10 am to noon.

July 16—Minnesota Zoomobile Animal Presentation: Autumn Hills Park from 10:30 am to noon.

July 23—Crafts in the Park—Mosaic Tile Trays: Brekke Park from 10 am to noon.

July 25—Family Movie in the Park: Autumn Hills Park. Movie begins at dark. Popcorn/beverages available for purchase.

July 30—Children's Theater Storytelling Performance—Autumn Hills Park from 10:30 am to noon.

August 6—Craft in the Park—Pillowcase, Shirt, Bag Decorating: Autumn Hills Park from 10 am to noon.

August 13—Science Museum Presentation: Autumn Hills Park from 10:30 am to noon.

August 20—Oak Park Heights Safety Camp: Brekke Park 10 am to noon.

August 22—Family Movie in the Park: Autumn Hills Park. Movie begins at dark. Popcorn/beverages available for purchase.

August 27—Craft in the Park—Mini Dish Gardens: Autumn Hills Park from 10 am to noon.

City of Oak Park Heights

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City of Oak Park Heights

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PO Box 2007
Oak Park Heights, MN 55082
Phone: 651-439-4439
Fax: 651-439-0574

Police non-emergency: 651-439-4723
Police Emergency: 911

Office Hours:
Monday through Friday
8:00 a.m. to 4:30 p.m.
excluding legal holidays

MAYOR
Mary McComber: 351-7879

COUNCILMEMBERS
Les Abrahamson: 351-0807
Chuck Dougherty: 491-0419
Mike Runk: 439-5458
Mark Swenson: 270-5385

CITY ADMINISTRATOR

Visit our Website!
www.cityofoakparkheights.com

*The Oak Park Heights
newsletter
is published by the City
of Oak Park Heights.
Comments are welcome.
651-439-4439*

City of Oak Park Heights

Second Quarter 2013 Newsletter

OAK PARK HEIGHTS SPRING CLEAN-UP DAY

Saturday, May 18, 2013, 7:30 a.m. to 1:00 p.m.

The City of Oak Park Heights will be hosting a Spring Clean-up
on Saturday, May 18, 2013 from 7:30 a.m. to 1:00 p.m.

The Clean-up will be in the southwest corner of the former St. Croix Mall (Andersen Corporation) parking lot, 14167 59th Street North in Oak Park Heights. Proof of residency such as a utility bill or driver's license will be required. Common items disposed of include appliances, brush, construction materials, furniture, cardboard, scrap metal, carpet, TVs, and computers.

Hazardous waste (such as paints, stains, oil, gas, pesticides, or other chemicals from your home), tires, stumps, and firewood will not be accepted. If you have any questions please call City Hall at 651-439-4439 or Veolia Environmental Services at 651-459-3029.

VOLUNTEERS NEEDED!

The City Parks Commission is seeking individuals to lead in the maintenance and upkeep of various City gardens areas, such as in Cover Park, Brekke or Autumn Hills Park. It is hoped that these persons could find and work with other City residences and/or business to care for one garden or area. The City will provide all materials and tools to these volunteers including funding for new plantings. If you and or your group might be interested in volunteering in this capacity please contact the City Hall and speak with Jenni Pinski for more details. 651-439-4439