



City of Oak Park Heights

Tree City USA

Winter 2017 Newsletter

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Water Chlorination

Oak Park Heights is one of a handful of small cities in Minnesota that does not chlorinate its drinking water on a regular basis. Non-chlorination of the City's water generally saves money and results in a more favorable taste. However, over the past two years, chlorination has been required intermittently of Oak Park Heights by the Minnesota Department of Health due to water samples testing positive for a naturally occurring coliform bacteria.



The City's and the Minnesota Department of Health's investigation into the cause of coliform presence in the drinking water has led to the conclusion that recent construction on the water main from 2013-2016 played a significant role in water samples testing positive for coliform bacteria. Coliform bacteria are naturally found in soil, plants, and surface water, so anytime the interior of the water distribution system is exposed to elements, there is a potential for coliform to enter the system. It was this determination that led the Department of Health to require Oak Park Heights to chlorinate throughout the duration of the 2017 construction season.

As the City is anticipating more construction during 2018 where City water mains will be exposed, the City Council has decided to continue the chlorination through the 2018 construction season and to reevaluate the need to chlorinate again in fall 2018. It is hoped that it can be terminated then, as alternating back and forth is not favorable. The City will work to maintain the chlorination feed and adjust it so as to reduce the odor and taste where possible.

For more information, please contact Public Works Director Andy Kegley at 651-439-4439. General guidelines regarding water quality safety are available from the EPA Safe Drinking Water Hotline at 1-800-426-4791.

Planning a home improvement project?

Many home improvement new and repair projects require a work permit from the City and work inspections, to ensure compliance with adopted MN State construction and local ordinance codes.

Some projects will require property line verification and may require a certificate of survey.

It is important that you plan ahead for your project to determine what is needed so that you have everything ready in place before the project work starts.

Examples of some home improvement projects that typically require a permit include:

- ◆ Additions
- ◆ Interior Remodeling
- ◆ Decks
- ◆ Porches
- ◆ Gazebos/Pergolas
- ◆ Fences
- ◆ Garages/Sheds
- ◆ Re-roofing
- ◆ Re-siding
- ◆ Water Heaters
- ◆ Window Replacement
- ◆ New plumbing or heating or alterations to your existing services.
- ◆ Driveway replacement/Parking pads

If you are hiring a contractor for your project, make sure they are licensed, that they have obtained a permit for the work you that you have hired them to do, 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.

House Numbers Required by City Ordinance

Not only are house numbers required by the City's Zoning Ordinance, they are essential for people to find you and can be critical for emergency response groups, such as the police department, fire department and emergency medical responders to assist you as quickly as possible.

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

- ◆ A minimum of 3 inches in height
- ◆ Made of a durable, weather resistant material such as metal, glass, plastic, etc.
- ◆ A color that stands out with the house or background upon which they are placed such as dark numbers against a light background
- ◆ 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 at dark or locating them beneath a light source
- ◆ 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 put them on today.

Hydrants

Note the location of the nearest hydrant to your home. It is extremely helpful and appreciated that residents help city staff and the fire department in maintaining hydrants clear of snow. Keeping a hydrant clear and easily accessible could save precious time in the case of an emergency.

Trash receptacles

During a snow event on a trash pickup day, it is helpful to the street plowing crew when residents keep trash receptacles from creeping too far into the street. Please be aware on trash day if a snow event is occurring. The plows will likely be out.

Winter parking reminder

No parking is allowed on City streets during the hours of 1:00am and 6:00am November 1 through March 31. Please be aware that these parking restrictions are in place and enforced regardless of whether or not there has been recent snowfall. Vehicles left parking on the streets may be removed without notice by the Oak Park Heights Police Department.

Risk trees

Winter is a good time to look for structural problems in trees in your yard and near your home. When leaves are gone, it is a lot easier to see risk issues such as broken, hanging limbs, cracks in large branches and main trunk unions, and decay issues such as cavities (wildlife holes, openings in the trunk), or conks (shelf fungi) on the main trunk, on large branches, or at the base of the tree.

If a large tree has died back from the top or has had signs of decline (small leaves, early fall coloration, thin leaf canopy) in the past few years, it should be examined for decay and other risk factors. Being proactive about tree risk situations can prevent serious damage and injury.

Hiring a tree service/landscape company

When hiring a tree service and or landscape company for tree pruning, chemical treatment or tree removals contractors are required to have a current Tree Worker's License with the City of Oak Park Heights as required by City Ordinance 1307. A list of licensed tree workers can be obtained from City Hall.

Winter landscaping checklist

- Prune dead, diseased or unsafe branches
- Prune elm and oak trees
- Inspect your trees and shrubs for ice and snow damage
- Have hazardous or dead trees removed by a licensed tree worker (Call City Hall for a list)

Tree problems?

If you have a problem with a tree or shrub, such as insects, diseases, site factors, or just want to have a plant identified, call Lisa Danielson, the City Arborist at 651-439-4439 or via e-mail at ldanielson@cityofoakparkheights.com. She can either answer your question over the phone or make an appointment for a site visit. This service is free for residents of Oak Park Heights.



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 6:00 p.m. (during summer months, the Council may only meet once per month)

Planning Commission:

Typically the 2nd Thursday at 6:00 p.m.

Parks Commission:

3rd Monday at 6:00 p.m.

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

Fourth quarter 2017 utility bills

There is an outdoor utility payment drop box located in the landscaped circle directly outside the City Hall entrance. This will allow for you to drive up to the box to drop off your payment rather than having to get out of your vehicle.

Utility bills for the fourth Quarter of 2017 (October 1 – December 31) will be mailed to residents in January and will be due February 9, 2018.

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 Jennifer Pinski at City Hall, 651-439-4439, if you have questions.

Cover Park improvements

The new Cover Park Shelter is now open! improvements to Cover Park included the demolition and removal of the old park shelter and the removal of the hockey boards as well as construction of a new park shelter and expansion of parking areas. New connecting trails to Oak Park Crossing Park and the St. Croix River Loop Trail have also been completed. The new park shelter is a small four-season building that offers year-round bathrooms and also acts as the warming house for the ice rink. Check out the new and improved Cover Park!



Winter skating

Oak Park Heights maintains three rinks for park patron use. Brekke Park, located on 5500 Omar Avenue N. has a pleasure rink and a boarded hockey rink. Cover Park, located at 15366 58th Street N., which is on the same intersection of Beach Road and Peller Avenue, has a pleasure rink. Both parks have warming houses for patron's convenience.

Ice is made as soon as weather permits and usually takes up to two weeks to form a solid ice sheet thick enough to skate on.

Warming house Hours:

Weekdays: 3:30 PM—9:00 PM

Weekends: 9:00 AM—9:00 PM

Christmas Eve: 9:00 AM—3:00 PM

All Other Holidays: 9:00 AM—9:00 PM

*Ice rinks are open weather permitting.
Warming houses will be open and staffed
when the rinks are open.
Check the City's website for rink status.*

Temporary structures/storage tents

City Ordinance does not generally permit the placement of temporary tent storage structures in the City. In many cases, these become weather-worn and detract from general neighborhood appearance. The City would ask that you please remove these from your property over the coming months if you do have one.

However, if your site does need some temporary storage – such as for a remodeling, garage sale, etc., the City did recently amend its ordinances to allow these types of structures on a temporary basis if a permit is secured. With an approved permit, which has NO COST, a temporary structure can be placed on you site for up to fifty days. Please call or stop by City Hall if you are thinking about a utilizing a temporary structure.



City of Oak Park Heights Recycling Schedule

2018

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

May						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

March						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

 Observed Holidays

 Scheduled recycling Day

Please have recycling curbside by 7:00 am

Garbage and Recycling

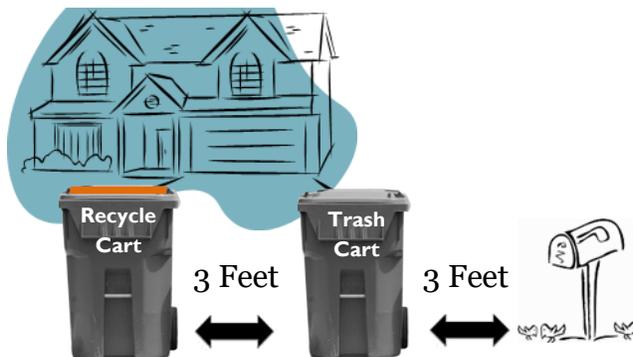
In addition to the typical garbage and recycling pickup, the City also covers the disposal of yard waste, large household items, and 'white-goods' such as refrigerators, couches, chairs, desks, water-heaters, stoves, dish-washers, dryers, etc. for single family residences and complexes with four units or less in Oak Park Heights. In order to have these items picked up in a timely fashion, please contact City Hall at least three days prior to collection day so that the special truck may be dispatched to your home.



Some items not included in your monthly fee are extra bags of garbage not placed in your container. The City's waste hauler, Tennis Sanitation, will bill you \$1.50 per bag. Some other items that are picked up for a fee are sinks, toilets and construction debris. You will be billed by Tennis Sanitation at a regulated rate as monitored by the City. Electronic and hazardous waste cannot be picked up, but can be brought to the Washington County Environmental Center, 4039 Cottage Grove Drive in Woodbury. Call 651-430-6655 for directions and hours.

The City's general fund covers the cost of garbage and recycling services for single family residences and multiplexes with four or less units. In order to keep costs down for the City, please use the container size that fits your needs. If you currently have a large container that you are not filling each week, please call City Hall to have your container size reduced to a small or medium size.

Please be sure to place your waste & recycling carts away from any obstructions or property.



For example: buildings, vehicles, mail boxes etc. They also need to be reachable by the mechanical arms on the trucks.

Tennis Sanitation wants to minimize the potential for damage to any property and would appreciate your cooperation.

If the carts are placed next to obstructions they will not be serviced.

Do you have questions on where to dispose of certain items that cannot be thrown in your trash can, such as tires, batteries, televisions, and paint? Check out the Washington County Disposal Directory at <https://recyclesearch.com/profile/wcdd>. The website is very user-friendly. Simply type in the search bar the material you would like to dispose of and you will receive a listing and map of various drop-off sites. The Washington County Disposal Directory is provided by the Washington County Department of Public Health and Environment as a public service. The website also provides links to help you learn about recycling and waste reduction. Remember, recycling reduces the amount of materials going into the waste stream and saves money.

Please do not flush diapers, rags or “flushable” wipes

The City’s Public Works Department provides for the collection, operation and maintenance of a wastewater system that ultimately leads to treatment and the return of water back to the ecological system at an environmentally safe level.

Oak Park Heights has approximately 28 miles of sanitary sewer mains, roughly 750 sanitary sewer manholes and four lift stations. Each year about 30,000 linear feet or roughly six miles of the City’s sanitary sewer mains are cleaned and inspected. Mains that require a higher level of maintenance are cleaned more frequently. This routine maintenance helps to prevent blockages and sewer backups; however when unauthorized items are flushed into the sanitary sewer, the City’s ability to prevent backups is no longer controllable.

The Public Works crew has recently been removing diapers and rags from multiple sewer lift stations on a weekly basis. City Staff cannot control residents from flushing prohibited items such as diapers, rags (sometimes referred to as “flushable” wipes) and grease down the sewer. It is up to individuals to not do so. Flushing these items creates a high risk of the sewer backing up into homes, for not only the violator but also for the neighbors as well.

The City asks that you please be mindful of what you flush down your toilet as some items are not meant to be flushed and WILL clog-up downstream. If this occurs, it can cause a sewerage backup creating significant property damage to either your, or your neighbor’s home. Further, these damage repair costs are typically attributable to the private property owner.

To help prevent backups, please dispose of the following items properly by NOT dumping in a drain or flushing down the toilet:

- ◆ Diapers
- ◆ “Flushable” wipes (These do not dissolve, therefore they clog sanitary sewer lines and pumps)
- ◆ Cooking grease and oil
- ◆ Sanitary napkins
- ◆ Rags or shop towels
- ◆ Garage waste products such as oil, grease, gasoline, antifreeze
- ◆ Household waste such as ashes, corrosives, glass, metals, paint, poisons, or solvents
- ◆ Yard waste such as sand, soil, or mud.

Sanitary sewer problems should be reported to the City of Oak Park Heights Public Works Department during business hours by calling City Hall (651) 439-4439. The public works department also has a 24 hour emergency only hotline (651) 485-2304. OPH, as in many other Cities across Minnesota, the sewer main is owned by the City of OPH. City staff are responsible to maintain the City main lines. The sewer service or lateral from your home, business or other property to the City sewer main is the property owner’s responsibility. That means the property owner is responsible for clearing any blockages in the service lateral between the home and the main.

The City of Oak Park Heights is on Facebook!

Find and “Like” the City of Oak Park Heights on Facebook to receive up-to-date information on events, meetings, programs, and city news, including information on emergencies, utilities, road construction, and links to information from other agencies that affects our residents.



Attention Pet Owners

Leash law reminder

The City of Oak Park Heights City Council updated its Leash Law Ordinance effective March 1, 2015. All dogs and cats that are off the premises of the owner must be on a leash at all times and under control of the owner or another designated person. If you do not have your dog or cat on a leash, you will be in violation of the new Ordinance.

Clean up after your pet

Also, 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 website: www.cityofoakparkheights.com.

Water line freeze ups

Water lines in Minnesota are typically buried between six (6) feet deep and eight (8) feet deep and only freeze during extreme low temperature conditions. When extremely low temperatures persist for long periods of time, consider the following to prevent frozen water and sewer service lines:

- * The most likely spot for water lines to freeze is where it enters the house/building where there is little or no insulation.
- * Make sure to clear the area of storage items so warmer room air can reach the pipes. This may mean removing items from a vanity cabinet or in a utility room.
- * Use heat tape on water lines attached to outdoor walls with poor insulation.
- * Use a warm hair dryer, but do not leave unattended. Heating copper pipe too much can break the soldered joints.
- * Make sure the roof vent is not covered with snow or is otherwise blocked. Snow build up over the vent will cause the sewer drain to slow down. This prevents the warmer air in the sewer system from venting up the house line and keeping the line above freezing.
- * Monitor water flow in the nearest (to the outside) fixture closely. Run your cold water for a couple minutes and then take the temperature of the water. If it is below 40 degrees Fahrenheit as a last resort, you can let your cold water run from this faucet at a pencil thickness. You must first call the City of OPH to notify before any water and sewer usage billing credits will approved.
 - * During extreme low temperatures for long periods of time, and if your water service is prone to freezing, you should consider running water non-stop when there is no one home or no water is being used for a period of time. Ensure that there are no sewer blockages.
 - * Be mindful and cognizant of unintended consequences of sewer or septic backups if running water continuously.
 - * If a home's thermostat isn't hardwired and relies on a battery, property owners should make sure that battery is fresh.

Snow plowing

The City has contracted with Raleigh Trucking for plowing services during the 2017-2018 winter season. Raleigh Trucking has provided plowing services to the City of Oak Park Heights for approximately 38 years, and many of the company's employees have several years to decades of experience plowing the same City routes. When it snows, please remember the following:



- ◆ City collector streets and arterial streets are plowed first. Residential streets and cul-de-sacs plowing occurs after collector and arterial streets are cleared.
- ◆ City staff is responsible for plowing trails. Trail plowing begins as soon as vital infrastructure property is cleared of snow.
- ◆ To minimize property damage, snow is piled within cul-de-sacs. Snow removal occurs when lack of storage space necessitates it be done.
- ◆ Not only can blowing and or throwing snow from private property onto the public street cause hazardous road conditions; it also violates MN Statute 169.42. Please do not throw snow from your driveway on to the City street.
- ◆ During snow events keep trash bins back from the street so plows may pass without damaging your trash bin.
- ◆ Snowplows inadvertently obstruct mailboxes with high snow accumulation. Residents are responsible for keeping their own mailbox clear of snow.
- ◆ The City will repair or replace properly installed mailboxes that are physically struck by a snowplow. A temporary mailbox will be provided until a permanent post can be installed in spring.
- ◆ The City repairs major lawn damage from to snowplow blades. Major lawn damage will be repaired with black dirt and seed in the spring (Typically in May). Minor scratch and divot repair is the property owner's responsibility.
- ◆ To advise the City about a slick intersection or to report property damage caused by a snowplow, please call City Hall at (651) 439-4439.

Oak Park Heights local business & development news

You may have noticed the construction happening around town. It's been an exciting time for the City with several new commercial construction projects having been completed and a couple moving to a new location

Welcome New Businesses:

Aspen Dental – 13173 60th Street North
 AT & T (New Location) – 13181 60th Street North
 Good Times Tattoo (New Location) – 14727 60th Street North
 Kwik Trip Convenience Store & Carwash – 12585 58th Street North
 Options for Women – 14563 60th Street North
 Waxing the City – 5951 Norwich Avenue North

If you are interested in learning more about the progress of development projects or are interested in proposed development, please contact the City at 651.439.4439.

GET INVOLVED IN LOCAL GOVERNMENT TWO EXCITING OPPORTUNITIES

Cable Commission Citizen Rep Vacancy

The Central St. Croix Valley Joint Cable Communications Commission is a joint powers entity representing the cities of Oak Park Heights, Bayport, and Stillwater, and the townships of Baytown and Stillwater. The cities each have one elected and one citizen representative that attend regular meetings. The commission meets every other month on the third Wednesday at 7:00 p.m. The commission is the franchising authority for cable television in our area. They are in charge of making sure that the franchise with the cable company is being followed and negotiating a new franchise, when appropriate. At meetings, the commission takes action on several issues such as approving budget expenditures, joining telecommunications organizations, keeping informed on legislative cable franchise issues, and handling complaints regarding cable services.

There is an opening for a citizen representative from the City of Oak Park Heights. Commission Representatives receive a payment for each meeting attended. If you are interested in this exciting opportunity, please contact City Hall at 651-439-4439.

Parks Commission Vacancy

The City of Oak Park Heights is seeking Oak Park Heights residents who are looking for an interesting and rewarding opportunity to participate in the development and governance of Oak Park Heights.

Applications are now being accepted to fill a vacancy on the Parks Commission. Commission terms are three years, running from January to December. The Commission typically meets at 6:00 p.m. the third Monday of each month, and periodically holds workshops or other special meetings.



The Parks Commission is comprised of five members, who are appointed by the City Council to serve on the Commissions in an advisory capacity. The objectives of the Parks Commission are to make recommendations to the City Council, which will guide the development of City parks, trails and related services and facilities.

For consideration, interested citizens may pick up an application packet at Oak Park Heights City Hall, 14168 Oak Park Blvd. N. or may download the application from the City's website: www.cityofoakparkheights.com.

Completed applications shall be accepted for consideration until 2:00 p.m., Friday, January 12, 2018. For additional information contact City Administrator, Eric Johnson at (651) 439-4439 or via Email at eajohnson@cityofoakparkheights.com.

City of Oak Park Heights

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City of Oak Park Heights

14168 Oak Park Blvd. N.
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

Chuck Dougherty: 491-0419
Mike Liljegren: 351-2742
Mike Runk: 439-5458
Mark Swenson: 270-5385

CITY ADMINISTRATOR

Eric Johnson

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

Winter 2017 Newsletter

ELECTIONS IN OAK PARK HEIGHTS POLLING LOCATION CHANGE

The City of Oak Park Heights will be combining the voting precincts for elections in the City into one polling location for future elections. All residents of the City of Oak Park Heights will vote at City Hall. Notice will be mailed to all residents. Per Minnesota law, voters also have an opportunity to vote early or by mail prior to elections rather than voting at the polling location. Information on the 2018 elections will be forthcoming in a future edition of this newsletter.

City Parks

Oak Park Heights has six beautiful parks with many amenities. Take the time to familiarize yourself with the park and trails.

Some features include a rentable park shelter with a kitchen at Autumn Hills Park, baseball and soccer fields at Brekke Park, a pleasure skating rink at Cover Park, multiple picnic pavilions at Oak Park Crossing Park, a pickle ball court at Swager Park, and extensive woodlands and prairies at Valley View Park. Also, be sure to check out the disc golf course at Brekke Park and the new mountain biking trail at Valley View Park.

Visit the City's website or stop by City Hall for a Park and Trail Guide.