

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
CITY HALL – COMMUNITY CENTER  
23340 CREE STREET NW**

**Work Session Agenda**

OCTOBER 9, 2018

5:30 pm

- 1) Animal Control Officer
- 2) Warning Sirens



**CITY COUNCIL  
AGENDA REPORT**  
Agenda Item #:  
**A.C.O.**

**TO:** Mayor & City Council  
**FROM:** Joe Kohlmann, City Administrator  
**SUBJECT:** **Animal Control Officer**  
**DATE:** October 9<sup>th</sup>, 2018

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**OVERVIEW:**

The Animal Control Officer Committee completed their review of Animal Control Officer options for the City of St. Francis.

Attached you will find:

- 1) Interview notes from committee members
- 2) Reference information

**Review and Discuss the Committee information:**

Provide Staff with direction on the Animal Control Officer.

Interview Notes  
(8-29-18)

Steve  
Feldman  
Notes

**Quiet Oaks Kennel: Licensed and Insured**

\$20 - \$25 for pickup  
\$20 - \$25 for delivery  
\$15 per day boarding  
City charges are separate  
Cash only  
24/7 weekdays  
Weekends and after hours 7pm - 8pm \$30 - \$35  
30 minute to 1-hour response time  
90% return rate  
Hold 7 working days before euthanizing unhealthy or dangerous dogs  
No Notification  
No employees (husband helps)  
Works with rescue and humane societies  
In Isanti County and North Branch

**Dover Kennels: Licensed and Insured**

\$35 impound fee  
\$28 per day after first 24 hours  
Takes credit cards (no extra charge)  
Will take credit cards  
Will do a payment plan  
Owner picks up dog  
Charges \$30 for chip implant  
Monday - Friday 8am to noon and 3pm to 6pm  
25-minute response time during business hours and evenings  
Hold dogs for 5 business days  
99% returned in 24 hours zero euthanized unless unhealthy or dangerous  
Has a facebook page and lists on an anonymous page  
Kennel owner, manager and 4 part time employees  
In 9 cities including: Andover; Blaine; Coon Rapids; Fridley; Oak Grove and Nowthen

**Gratitude Farms: Licensed and Insured**

\$25 board fee per day  
\$30 pickup fee (\$40 after hours)  
\$50 impound admin fee  
\$105 total pickup charge for 1 day  
Will take credit cards  
Can be flexible with total dollar amounts  
24/7 operating hours  
15 - 20 minute response time  
Has a facebook page  
No employees  
2017: 28 dogs claimed and 4 rescued none euthanized  
2018: 13 returned and 1 rescued none euthanized  
In 5 cities: East Bethel; Ham Lake; Linwood; Cambridge and St. Francis

Tammy

Jerry Tveit  
NOTES  
Gratitude

### ACO Concerns & Questions

#### **Fees:**

Animal Control should be a deterrent so people don't let their dogs roam freely, but most of the time dogs are picked up due to an accident. The impound fees should be lower if this is the first time their dog is picked up, then the fees can be increased for repeat offenders.

*(\$350 for city v. flat rate)  
\$20 to pick up during day hours → \$40 after hours.  
\$25 → to board overnight  
\$50 impound*

#### **Forms of Payment:**

Because most people don't carry large sums of cash around or do not have access to large sums of cash quickly, credit cards should be accepted as payment. Fees for using a credit card would be passed on to the owner who is using the card. An owner can't dispute a credit card charge just because they don't want to pay. Another idea would be having a payment plan, as an option, if needed.

Because there are already too many dogs at AHS and rescues it doesn't make sense to add more simply from the inability to pay.

*- law: take credit cards  
- cash  
- will work w/ people to pay less. (flexible)*

#### **Hours of Operation:**

Longer hours of operation would avoid another day of boarding. This would lessen the fees and be better for the welfare of the dogs. Being in a strange place is stressful enough for them, not to mention the risk of disease from other animals while in impound.

*24/7 → every day.*

#### **Customer Service:**

In order for Animal Control to best serve the city, residents need to be able to trust the ACO. People may hesitate calling in stray dogs if there is no trust. The ACO needs to provide their services in a professional manner. It is a hard job and not everyone is going to be nice. It is a stressful time when a dog goes missing and the ACO needs to be able to diffuse conflict, not make it worse. The priority should be working with the families in order to get the animal back home as quickly and safely as possible.

*24/7 dogs  
tammy  
15-20 mins  
response time*

#### Questions:

- For every dog that is picked up how many actually get returned to their owners or are euthanized? *2017 28 - claim, 4 - rescue  
2018 22 - claim, 1 - rescue*
- Where do you post lost dog notifications? *- on 911 page / humane society / ✓ lost dogs*
- How many employees do you have? *- 1*
- What licenses and insurance do you carry? *- on record w/ city*
- What is the exact address of your kennel operation? *- on record w/ city*

#### St. Francis Recommendations:

- 1) Kennel Inspections. *- yes*
- 2) Put lost dog Notifications on the St. Francis City Website; City Facebook Page and Nixle before impounding. *yes*
- 3) Take credit cards (add surcharge if necessary). *yes*

Jerry Tveit  
Notes  
Dover

ACO Concerns & Questions

**Fees:**

Animal Control should be a deterrent so people don't let there dogs roam freely, but most of the time dogs are picked up due to an accident. The impound fees should be lower if this is the first time their dog is picked up, then the fees can be increased for repeat offenders. → up to city: \$35 impound/day (\$20 everyday after.)

**Forms of Payment:**

Because most people don't carry large sums of cash around or do not have access to large sums of cash quickly, credit cards should be accepted as payment. Fees for using a credit card would be passed on to the owner who is using the card. An owner can't dispute a credit card charge just because they don't want to pay. Another idea would be having a payment plan, as an option, if needed.

Because there are already too many dogs at AHS and rescues it doesn't make sense to add more simply from the inability to pay.

Yes → no fees  
rich  
pmt plans

**Hours of Operation:**

Longer hours of operation would avoid another day of boarding. This would lessen the fees and be better for the welfare of the dogs. Being in a strange place is stressful enough for them, not to mention the risk of disease from other animals while in impound.

m-f (6:00-10:00) 3-6  
Sat 6-noon

**Customer Service:**

In order for Animal Control to best serve the city, residents need to be able to trust the ACO. People may hesitate calling in stray dogs if there is no trust. The ACO needs to provide their services in a professional manner. It is a hard job and not everyone is going to be nice. It is a stressful time when a dog goes missing and the ACO needs to be able to diffuse conflict, not make it worse. The priority should be working with the families in order to get the animal back home as quickly and safely as possible.

24/7 p-nc (\$20-during day, \$30-officers)  
→ hold dogs for 5 reg bus days

**Questions:**

- For every dog that is picked up how many actually get returned to their owners or are euthanized? 99% ret to owners, euthanized → almost zero.
- Where do you post lost dog notifications? - Dover Kennels F/B page - paid advert.
- How many employees do you have? - zero - Oak Grove / non-profit community page - for non-profit
- What licenses and insurance do you carry?
- What is the exact address of your kennel operation? → 16422 Hanson Blvd

2 FF employees @ Kennel  
4 pt. employees

**St. Francis Recommendations:**

- 1) Kennel Inspections. - Yes
- 2) Put loss dog Notifications on the St. Francis City Website; City Facebook Page and Nixle before impounding. - Yes
- 3) Take credit cards (add surcharge if necessary). - Yes

25-35 min response time.

Jerry Tucit  
Notes  
Quiet Oaks

L. Nixle  
(kennel name is)  
Quiet Oaks

### ACO Concerns & Questions

#### **Fees:**

Animal Control should be a deterrent so people don't let their dogs roam freely, but most of the time dogs are picked up due to an accident. The impound fees should be lower if this is the first time their dog is picked up, then the fees can be increased for repeat offenders.

\$20-25 p-ho  
\$15/day boarding  
\$20-25 delivery  
- city has their own charge

#### **Forms of Payment:**

Because most people don't carry large sums of cash around or do not have access to large sums of cash quickly, credit cards should be accepted as payment. Fees for using a credit card would be passed on to the owner who is using the card. An owner can't dispute a credit card charge just because they don't want to pay. Another idea would be having a payment plan, as an option, if needed.

Because there are already too many dogs at AHS and rescues it doesn't make sense to add more simply from the inability to pay.

- no credit card  
- cash only

#### **Hours of Operation:**

Longer hours of operation would avoid another day of boarding. This would lessen the fees and be better for the welfare of the dogs. Being in a strange place is stressful enough for them, not to mention the risk of disease from other animals while in impound.

\$20-35  
- 24 hours  
- after 7pm after hours charge

#### **Customer Service:**

In order for Animal Control to best serve the city, residents need to be able to trust the ACO. People may hesitate calling in stray dogs if there is no trust. The ACO needs to provide their services in a professional manner. It is a hard job and not everyone is going to be nice. It is a stressful time when a dog goes missing and the ACO needs to be able to diffuse conflict, not make it worse. The priority should be working with the families in order to get the animal back home as quickly and safely as possible.

#### Questions:

- For every dog that is picked up how many actually get returned to their owners or are euthanized? 90% → 7 working days before euthanized
- Where do you post lost dog notifications? - don't post.
- How many employees do you have? - husband helps occasionally
- What licenses and insurance do you carry? - 1 million policy. (Lic then Mrs)
- What is the exact address of your kennel operation?  
works out of home in Isanti Co.

#### St. Francis Recommendations:

- 1) Kennel Inspections. - yes
- 2) Put lost dog Notifications on the St. Francis City Website; City Facebook Page and Nixle before impounding. - yes - no address.
- 3) Take credit cards (add surcharge if necessary).

#### Linda Franzen Animal Control

Todd  
Schwieger  
Notes

- Kennel operates under Quiet Oaks
- Currently contracts with City of Isanti and North Branch
- 24/7 pickup, extra fees apply afterhours between 7 pm and 7 am
- Monthly rate and other fees apply, see fee schedule
- Will assist in containing animals for a fee to be charged to the owner or City of St. Francis
- Accepts cash only
- Once an animal is impounded Linda will work with owners on fees to get animal returned
- Once impounded Linda doesn't advertise the animal or post the animal information
- Approximately 90% animal return rate to owners.
- Open to kennel inspection
- Will pick up other animals in addition to dogs

#### Dover Kennels

- Currently contracts with 9 cities
- 24/7 pickup, normal hours of operation- 0800-Noon M-Sat and 1500-1800 M-F
- No monthly fee
- See fee schedule for other fees
- No fee to the city if the animal is claimed
- No impound fee to the city if animal isn't claimed
- Monthly invoice and report to City of St. Francis
- Accept credit cards
- Has conducted payment plans on occasion
- 99% return rate
- After 5 business days they would hold it an additional 72 hours for transit hold
- If animal isn't claimed a healthy animal will not be euthanized but will go to rescue
- They post impounded animals to their Facebook page and monitor Lost Dogs MN
- Open to picking up other animals

#### Gratitude Farms

- Currently contracts with 5 cities
- 24/7 pick up
- Monthly rate and other fees apply, (Pickup fee 30.00 per hour, 40.00 after hours, boarding 25.00 per hour, impound fee 50.00, 105.00 pickup charge to owner when dog is picked up from Tammy.
- 15-20 minute response time
- 2017- 4 dogs to rescue out of 32.
- 2018 - 1 to rescue out of 14. 0 euthanized.

- 7 day holding period for cities and 5 day for citizens
- Will now accept credit cards
- Will post of Facebook and monitors Lost Dogs MN
- Is open to picking up other animals if necessary



City References (9/24/18 - 9/25/18)

Reference  
checks

**Dover Kennels:**

Andover – A rating (3 years with city)

Blaine – Began service in February 2018, not long enough to rate but said there has been no issues to date.

Coon Rapids – Began service in March 2018, not long enough to rate but said there has been no issues to date.

Fridley – 8 or 9 rating (10 being the best)

Oak Grove – 9 rating (10 being the best) (3 years with city)

Nowthen – A rating

**Gratitude Farms:**

Cambridge – A+ rating

Llwood Township – A+ rating (10 years with city)

**Quiet Oaks Kennels:**

Isanti – Very happy with service (no complaints)

North Branch – Have not called back as of 9/25/18

# Outdoor Siren – Purpose

- 1) Alert persons outside of potential danger. Tornados or other situations which require citizens to take shelter.
- 2) Sirens are designed to be heard outdoors only
- 3) No nationwide requirement for outdoor warning sirens. Up to local communities for system.
- 4) Audible footprint of 1-2 miles. Wind and direction affect this range.

# Anoka County Mitigation Plan

Strategy: To decrease community's vulnerability to disasters and enhance response to disasters and public threats.

Goal: To prevent damage to persons and property from tornadoes, windstorms and straight line winds.

## Objective 1.1

- 1) Improve County's Warning and Information Capability
  - A. Expansion of outdoor warning sirens to underserved areas

# Anoka County Mitigation Goals (continued)

## Objective 1.2

- 1) Increase citizen awareness of, and preparedness for, severe weather events.
  - A. Partner with volunteer agencies to distribute weather awareness and preparedness literature at community events. Improve Public Alert Warning capability.
  - B. Partner with NWS to publicize weather spotter and citizen preparedness training.

# St. Francis Mitigation Plan

Goal: Increase citizen awareness to disasters

- 1) Partner with local agencies. Continue to improve jurisdictional capabilities to prepare for, respond to, and mitigate natural disasters.
- 2) Seek funding sources to equip rural shelter facilities.
- 3) Review annually and after each disaster –  
Emergency Management Plan
- 4) Install warning sirens in cities and unincorporated areas of dense population

# Warning Siren Locations and Specifications

- City of St. Francis is approx. 24 square miles – 12 mi. wide
- City currently has 2 Federal 2001 outdoor warning sirens – installed in 1996
- Located on Roanoke/Ambassador and Woodbine/232 Ave.
- Decibel Rating is 127db
- Today's version of 2001 siren is 130 db rating
  - 130 db within 100 feet of siren
  - 70 db within 6,400 feet or 1.2 miles

# Location Map of current Sirens

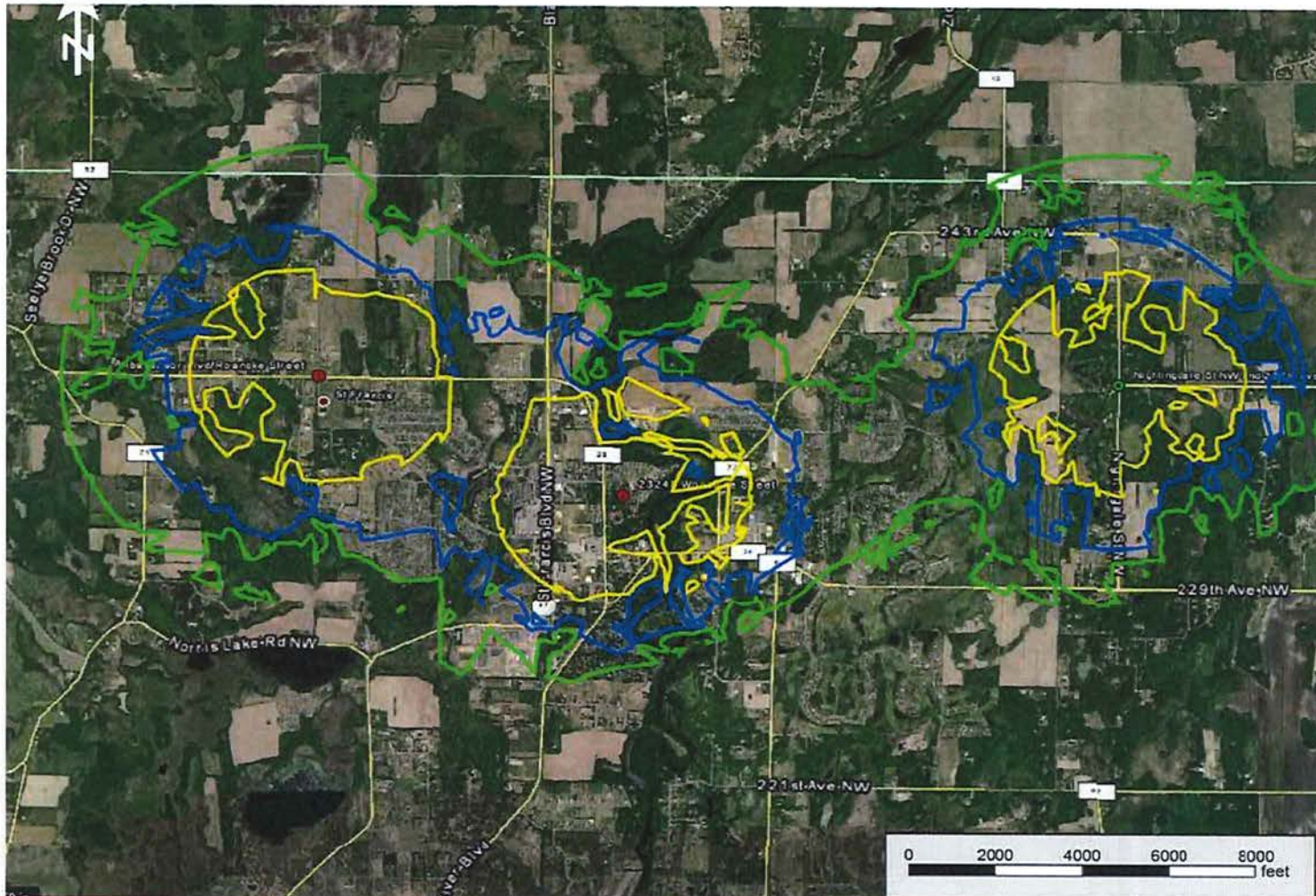


# Proposed Siren Location (eastern)





# Coverage of all 3 Sirens



Saint Francis MN  
Acoustic Analysis  
ISO9613-2  
MAP 002

**Lmax**  
in dB(C)

- = 80
- = 75
- = 70

 **FEDERAL SIGNAL**  
Safety and Security System:  
*Protecting people and our planet*

# Decibel Level Examples

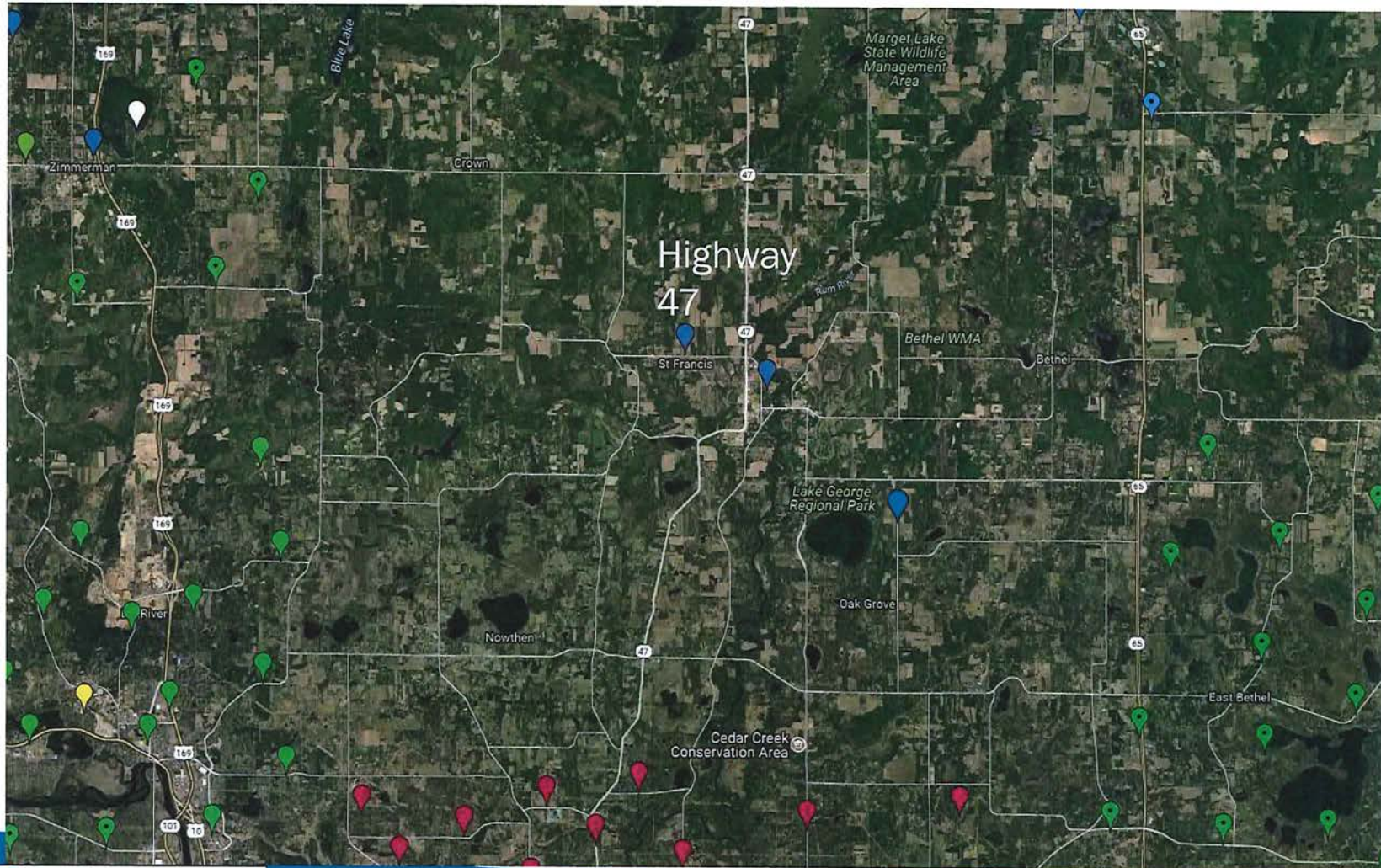
- **80 DECIBELS**

- Garbage disposal, dishwasher, average factory, freight train (at 15 meters). Car wash at 20 ft (89 dB); propeller plane flyover at 1000 ft (88 dB); diesel truck 40 mph at 50 ft (84 dB); diesel train at 45 mph at 100 ft (83 dB). Food blender (88 dB); milling machine (85 dB); garbage disposal (80 dB).
- 2 times as loud as 70 dB. Possible damage in 8 hour exposure.

- **70 DECIBELS**

- Passenger car at 65 mph at 25 ft (77 dB); freeway at 50 ft from pavement edge 10 a.m. (76 dB). Living room music (76 dB); radio or TV-audio, vacuum cleaner (70 dB).
- Arbitrary base of comparison. Upper 70s are annoyingly loud to some people

# Area Siren Locations



# Siren Costs (just equipment)

- Federal 2001 - 130 dB Rotating Mechanical Siren
- DC Control/Battery Cabinet/Charger
- NEMA Aluminum Cabinets
- Shipping

Equipment & Shipping

**\$11,348.00**

# Total Cost (with installation)

- Installation of Federal Warning Siren 2001-130 on wood pole within 25' of power by Ready Watt Electric.
- Ready Watt Electric will supply and or install 60' wood pole, batteries, labor, electric material, electric permit etc.

• Equipment	\$11,348.00
• Installation of siren to pole	\$12,018.00
• Total including siren and installation	<b><u>\$23,366.00</u></b>

- Price doesn't include Power Co charges, snow removal, dirt restoration, un-augarable soil conditions if any.
- Connexus service charge of \$1,316 with flat monthly fee of \$5.00 for power use.

# Siren Maintenance

- Ready Watt Electric recommends siren maintenance at least every 10 years. Siren maintenance consists of pulleys, belts, fuses, oil, grease, screens and bucket truck.
- Battery replacement is recommended every 4 years.
- Approximate maintenance cost - \$635.00 per site (Every 4 years) Parts included in price include batteries, pulleys, belts, fuses, oil, grease, screens and bucket truck.

## Converting current sirens

- Currently, St Francis has 2 outdoor warning sirens which run on AC power. This means that if the area in which the siren is located were to lose power the siren would not function.
- By converting the 2 existing sirens to DC power the sirens would run solely on battery power which means the siren would function even if the area were to lose power.
- Price to convert each existing siren to DC power **\$5716.42**  
Price includes batteries, aluminum battery box, labor