City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: March 27, 2023 at 7:00 p.m.

This City Council meeting may be monitored live via the following means:
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel
(*www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGg/live)*

ITEM II - 7:00 PM

1.0 Call to Order

2.0 Pledge of Allegiance

3.0 Adopt Agenda

4.0 Presentations and Public Hearings

A. Public Hearing: Ordinance Amendment – Ch. 2, Art. IV, Sec. 2-71 and Ch. 1, Sec. 1-2 (p. 3-10)
B. Public Hearing: Ordinance Amendment – Ch. 10, Art. V (p. 11-18)
C. Public Hearing: Partial Vacation of Drainage and Utility Easement, 4556 224th Ave NE (p. 19-27)
D. ACSO Monthly Report (p. 28-35)
E. Fire Department Monthly Report (p. 36-40)

5.0 Public Forum

6.0 Consent Agenda (p. 41-42)

Any item on the consent agenda may be removed for consideration by request of any Council Member and put on the regular agenda for discussion and consideration

A. Approve Bill List (p. 43-46)
B. Minutes: March 6, 2023 City Council Work Meeting (p. 47-50)
C. Minutes: March 13, 2023 City Council Meeting (p. 51-70)
D. Class 5 Road Surfacing Bids
E. Res. 2023-20, Declaring 1997 Felling Trailer Surplus Property (p. 71)
F. Purchase of Equipment, Tandem Axle Trailer
G. Purchase of Equipment, Front End Loader Tires
H. Replacement Lights for City Hall Parking Lot
I. Res. 2023-21, Amendment to 2023 Fee Schedule (p. 72-84)

7.0 New Business - Commission, Association and Task Force Reports

A. Planning Commission
B. Economic Development Authority
C. Park Commission

1. Park Dedication Fees (p. 85-91)

8.0 Department Reports

A. Community Development
B. Engineer
C. City Attorney
D. Finance
E. Public Works
   1. 2023 JPA Street Maintenance Project Bids (p. 92-95)
F. Fire Department
G. City Administrator
   1. Commission Appointment Policy Revision (p. 96-100)
   2. Upper Rum River WMO 2024 Budget (p. 101-104)
   3. April Work Meeting (p. 105)
   4. Sunrise River WMO 2023 Budget Amendment (p. 106-109)

9.0 Other

A. Staff Report
B. Council Reports
C. Other

10.0 Adjourn

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: 4.0 A

Agenda Item: Public Hearing - Amendments to City Code of Ordinances Regulating Boards, Committees, Commissions and Authorities and Definitions and Rules of Construction

Background Information:
This item was introduced and discussed at the February 6, 2023 City Council Work Meeting. The discussion focused on the need to clarify the selection procedure of the City Code for Boards, Committees and Commissions and provide remedies to those situations in which Council does not confirm recommendations of appointment. This item was referred to the February 27, 2023 City Council Meeting for further discussion but was tabled to finalize a definition of "resident" for inclusion as an amendment to Chapter 1, Section 1-2. The addition of an Affidavit of Residency was added as an additional means to address these concerns.

This proposal was discussed at the March 13th Council Meeting but tabled to the March 27, 2023 meeting to address final changes to the definition section of this consideration.

Recommendation:
Staff requests that City Council conduct a public hearing at the March 27, 2023 City Council meeting to amend City Code, Chapter 2, Article IV, Section 2-71 and Chapter 1, Section 1-2. At the conclusion of the hearing, Council is requested to consider amending the Ordinance regulating boards, committees and commissions (Section 2-71) and Definitions and Rules of Construction (Sec. 1-2), as exhibited in Attachment 4, Ordinance 2023-01.

Attachments:
1. Clean copy of existing ordinance Chapter 1, Section 1-2 and Chapter 2, Article IV, Section 2-71
2. Redline copy of proposed ordinance changes
3. Affidavit of Residency Form
4. Clean copy of proposed ordinance changes (Ord. 2023-01)

Council Action:

Motion by: _____ Second by: _____

Vote Yes: _____ Vote No: _____

Sec. 2-71. Advisory bodies.

All committee and commission members shall serve in an advisory capacity to the council. Appointments shall be offered by the mayor, and confirmed by the council. Commission members shall serve staggered terms of three years and may be removed by a majority vote of the full city council. Committees composed of two councilpersons shall serve terms of one year. New appointees shall assume office at the first meeting following appointment. Every appointed commission member and committee members that serve on a committee composed of more than two councilpersons shall take an oath of office that he/she will faithfully execute the duties of that office. All vacancies shall be filled in the same manner as for an expired term, but the appointment shall be only for the unexpired term.

(Ord. No. 104B, § 16(16-1), 10-3-2007; Ord. No. 21, Second Series, 3-3-2010; Ord. No. 2020-08, 10-12-2020)

Sec. 1-2. Definitions and rules of construction.

The words and phrases used in this Code shall be construed in their plain, ordinary, and usual sense, except that technical words and phrases having a peculiar and appropriate meaning in law shall be understood according to their technical import. Unless otherwise provided, in the construction of this Code and of all ordinances, the following definitions and rules of construction shall be observed, unless such construction would be inconsistent with the manifest intent of the city council:

Agent or *employee.* Whenever this Code requires an act to be done, which act may legally be done by an agent or employee as well as by the principal, such requirement shall be satisfied by the performance of such act by an authorized agent or employee.

Boards, committees, commissions, officers, employees, departments. Whenever in this Code a reference is made to a board, committee, commission, officer, employee or department, it shall mean and refer to that of the City of East Bethel, Minnesota.

City. The term "city" means the City of East Bethel, Minnesota.

City council and *council.* The terms "city council" and "council" mean the city council of the City of East Bethel, Minnesota.

Code. The term "Code" means the Code of Ordinances, City of East Bethel, Minnesota, as designated in section 1-1.

County. The term "county" means the County of Anoka, Minnesota.

Delegation of authority. Unless otherwise prohibited, whenever by the provisions of this Code, any officer, employee, department, board, commission, or other agency of the city is assigned any duty or empowered to perform any act or duty, reference to such officer, employee, department, board, commission, or other agency means and includes such officer or any designee or authorized subordinate and shall also include the successor in function to such officer, employee, department, board, commission or agency.

Gender. A word importing either the masculine or feminine gender shall extend and be applied to both the masculine and feminine genders and to firms, partnerships, and corporations.

Highway. The term "highway" includes any street, alley, avenue, way or public thoroughfare, bridge, viaduct, tunnel, underpass, overpass or causeway in the city dedicated or devoted to public use.

Joint authority. Words purporting to give authority to three or more officers or other persons shall be construed as giving such authority to a majority of such officers or other persons, unless it is otherwise declared.

Keeper and *proprietor.* The terms "keeper" and "proprietor" mean and include persons, firms, associations, corporations, clubs, limited liability companies and all partnerships, whether acting by themselves or through a servant, agent, or employee.

Minn. Stats. The abbreviation "Minn. Stats." means and refers to the latest edition or supplement of the Minnesota Statutes.

Number. A word importing the singular may extend and be applied to the plural, and vice versa.

Oath. The term "oath" includes an affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the terms "swear" and "sworn" shall be equivalent to the terms "affirm" and "affirmed."

Officer, employee, department, board, commission, or other agency. Whenever any officer, employee, department, board, commission, or other agency is referred to by title only, such reference shall be construed as if followed by the words "of the City of East Bethel, Minnesota."

Owner. The term "owner," when applied to a building or land, includes any part owner, joint owner, tenant in common, tenant in partnership, joint tenant, or tenant by the entirety of the whole or of a part of such building or land.

Person. The term "person" shall extend and be applied to associations, clubs, societies, firms, partnerships, companies and bodies politic and corporate as well as to individuals. For the purpose of imposing penalties or fines for violation of any section of this Code and whenever the term "person" is used in such section for which a penalty is imposed, the term shall include partners or members of an association, and as to corporations and limited liability companies shall include its officers, agents, or members who are responsible for any such violation.

Personal property. The term "personal property" includes every species of property except real property.

Property. The term "property" includes real, personal, and mixed property.

Public place. The term "public place" means any place subject to the primary control of any public agency, including but not limited to any park, highway, street, public way, cemetery, schoolyard, or adjacent open space, and any lake or stream.

Real property. The term "real property" includes lands, tenements, and hereditaments.

Sidewalk. The term "sidewalk" means any portion of a street between the curbline and the adjacent property line, intended for the use of pedestrians.

State. The term "state" means the State of Minnesota.

Street. The term "street" embraces streets, avenues, boulevards, roads, highways, alleys, lanes, viaducts, and all other public ways in the city.

Tenant, occupant, lessee. The terms "tenant," "occupant," and "lessee," when applied to a building or land, include any person holding a written or oral lease of, or who occupies the whole or part of, such building or land, either alone or with others.

Tense. Words used in the past or present tense include the future as well as the past and present.

Written and *in writing.* The terms "written" and "in writing" include any representation of words, letters, or figures, whether by printing or otherwise.

(Ord. No. 39, Second Series, 6-20-2012)

State law reference(s)—Construction of words and phrases, Minn. Stats. § 645.08 et seq.; definitions of words and phrases, Minn. Stats. § 645.44 et seq.

Sec. 1-2 Definitions.

Resident, resident of the City. Where ~~long-term~~ permanent residency needs to be established under City code or otherwise as a matter of law, the terms "resident" and "resident of the City" shall mean a person who maintains a ~~permanent~~ home, residence or dwelling on a property within the City and resides in that home, residence or dwelling for at least 183 days out of each year (may be non-consecutive), with proof of the residency determined by:

1) Valid unexpired Minnesota driver's license or instruction permit or a valid unexpired Minnesota ID card with a City of East Bethel address;

2) A home utility services bill issued no more than 12 months before presentation~~, or similar home, residence, or dwelling related service bill, that evidences the residency requirement~~; or

3) A signed statement by the person, either notarized or sworn under oath before a City Administrator or City Clerk, ~~or designated City staff working for and on behalf of the City Administrator or City Clerk,~~ that the person is a permanent resident of the City as defined above. The signed statement shall set forth the residency address.

Sec. 2-71. - Advisory bodies.

All board, committee, authority and commission members shall serve in an advisory capacity to the council. Appointments shall be offered to the council by the ~~mayor~~relevant body after public posting of the vacancy and interviews of all applicants, including verification of their **permanent** residency, ~~and confirmed by~~after which the council will approve or reject the proposed appointment, at its discretion. In the event of rejection of a recommended appointment, the council may return the matter to the relevant body for further consideration and recommendation, or may appointment one of the applicants who was interviewed, or appoint another if there are no applicants remaining from the interview pool, at its discretion.

Commission members shall serve staggered terms of three years and may be removed by a majority vote of the full city council. On ~~Committees~~committees composed of two councilpersons, those councilpersons shall serve terms of one year. New appointees shall assume office at the first meeting following appointment. Every appointed commission member and committee members that serve on a committee composed of more than two councilpersons shall take an oath of office that he/she will faithfully execute the duties of that office. All vacancies shall be filled in the same manner as for an expired term, but the appointment shall be only for the unexpired term.

(Ord. No. 104B, § 16(16-1), 10-3-2007; Ord. No. 21, Second Series, 3-3-2010; Ord. No. 2020-08, 10-12-2020)

City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011
Phone: 763-367-7840
www.ci.east-bethel.mn.us

AFFIDAVIT OF RESIDENCY
FOR BOARD, COMMITTEE, COMMISSION AND AUTHORITY APPOINTMENT

Candidate Information

Name and Office

Candidate Name

Appointment Sought

Residence Address

Street Address

City State Zip Code

Affirmation

For all Boards Commissions, Committees or Authorities, I swear (or affirm) that this is my true name or the name by which I am generally known in the community.

I also swear (or affirm) that:

- I am, or will be on assuming office, 21 years of age or more;
- I will have/have maintained residence in the City of East Bethel for at least 183 days before the filing of this affidavit.

Candidate Signature_____ Date_____

Subscribed and sworn to before me this _____ day of _____, 20_____.

_____

Notary public or other officer empowered to take and certify acknowledgement (Notary stamp)

Rev. 3/2023

CITY OF EAST BETHEL
ANOKA COUNTY, MINNESOTA
ORDINANCE NO. 2023-01

AN ORDINANCE AMENDING CHAPTER 1, SECTION 1-2 AND CHAPTER 2, ARTICLE IV, SECTION 2-71 OF THE EAST BETHEL CODE OF ORDINANCES REGULATING BOARDS, COMMITTEES AND COMMISSIONS IN THE CITY OF EAST BETHEL

The City Council of East Bethel, Minnesota ordains:

Section 1. Chapter 1, Section 1-2 of the East Bethel Code of Ordinances is hereby amended to read as follows:

Sec. 1-2. Definitions and rules of construction.

The words and phrases used in this Code shall be construed in their plain, ordinary, and usual sense, except that technical words and phrases having a peculiar and appropriate meaning in law shall be understood according to their technical import. Unless otherwise provided, in the construction of this Code and of all ordinances, the following definitions and rules of construction shall be observed, unless such construction would be inconsistent with the manifest intent of the city council:

Agent or employee. Whenever this Code requires an act to be done, which act may legally be done by an agent or employee as well as by the principal, such requirement shall be satisfied by the performance of such act by an authorized agent or employee.

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City council and council. The terms "city council" and "council" mean the city council of the City of East Bethel, Minnesota.

Code. The term "Code" means the Code of Ordinances, City of East Bethel, Minnesota, as designated in section 1-1.

County. The term "county" means the County of Anoka, Minnesota.

Delegation of authority. Unless otherwise prohibited, whenever by the provisions of this Code, any officer, employee, department, board, commission, or other agency of the city is assigned any duty or empowered to perform any act or duty, reference to such officer, employee, department, board, commission, or other agency means and includes such officer or any designee or authorized subordinate and shall also include the successor in function to such officer, employee, department, board, commission or agency.

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Joint authority. Words purporting to give authority to three or more officers or other persons shall be construed as giving such authority to a majority of such officers or other persons, unless it is otherwise declared.

Keeper and proprietor. The terms "keeper" and "proprietor" mean and include persons, firms, associations, corporations, clubs, limited liability companies and all partnerships, whether acting by themselves or through a servant, agent, or employee.

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Number. A word importing the singular may extend and be applied to the plural, and vice versa.

Oath. The term "oath" includes an affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the terms "swear" and "sworn" shall be equivalent to the terms "affirm" and "affirmed."

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Person. The term "person" shall extend and be applied to associations, clubs, societies, firms, partnerships, companies and bodies politic and corporate as well as to individuals. For the purpose of imposing penalties or fines for violation of any section of this Code and whenever the term "person" is used in such section for which a penalty is imposed, the term shall include partners or members of an association, and as to corporations and limited liability companies shall include its officers, agents, or members who are responsible for any such violation.

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1.) Valid unexpired Minnesota driver’s license or instruction permit or a valid unexpired Minnesota ID card with a City of East Bethel address; or

2.) A home utility services bill issued no more than 12 months before presentation; or

3.) A signed statement by the person, either notarized or sworn under oath before a City Administrator or City Clerk, that the person is a permanent resident of the City as defined above. The signed statement shall set forth the residency address.

Sidewalk. The term "sidewalk" means any portion of a street between the curbline and the adjacent property line, intended for the use of pedestrians.

State. The term "state" means the State of Minnesota.

Street. The term "street" embraces streets, avenues, boulevards, roads, highways, alleys, lanes, viaducts, and all other public ways in the city.

Tenant, occupant, lessee. The terms "tenant," "occupant," and "lessee," when applied to a building or land, include any person holding a written or oral lease of, or who occupies the whole or part of, such building or land, either alone or with others.

Tense. Words used in the past or present tense include the future as well as the past and present.

Written and in writing. The terms "written" and "in writing" include any representation of words, letters, or figures, whether by printing or otherwise.

Section 2. Chapter 2, Article IV, Section 2-71 of the East Bethel Code of Ordinances is hereby amended to read as follows:

Sec. 2-71. Advisory bodies.

All board, committee, authority and commission members shall serve in an advisory capacity to the council. Appointments shall be offered to the council by the relevant body after public posting of the vacancy and interviews of all applicants, including verification of their permanent residency, after which the council will approve or reject the proposed appointment, at its discretion. In the event of rejection of a recommended appointment, the council may return the matter to the relevant body for further consideration and recommendation, or may appointment one of the applicants who was interviewed, or appoint another if there are no applicants remaining from the interview pool, at its discretion.

Commission members shall serve staggered terms of three years and may be removed by a majority vote of the full city council. On committees composed of two councilpersons, those councilpersons shall serve terms of one year. New appointees shall assume office at the first meeting following appointment. Every appointed commission member and committee members that serve on a committee composed of more than two councilpersons shall take an oath of office that he/she will faithfully execute the duties of that office. All vacancies shall be filled in the same manner as for an expired term, but the appointment shall be only for the unexpired term.

Section 3. The ordinance amendments herein become effective from and after its passage and publication.

Passed by the City Council of East Bethel, Minnesota this 27th day of March, 2023.

_____

Tim Harrington, Mayor

Attested:

_____

Jack Davis, City Administrator

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: 4.0 B

Agenda Item: City Ordinance, Chapter 10, Article V, Section 10 – 151, Farm Animals Amendments

Background:
Staff was requested by Council to develop a proposal for discussion of amendment to City Ordinance, Chapter 10, Article V, Farm Animals as to the keeping of chickens in platted subdivisions on lots of less than 3 acres and any other concerns with the ordinance.

This matter was presented to City Council on February 27, 2023 for discussion. City Councilperson Miller requested the ordinance be reviewed for additional revisions beyond the recommendation of exempting chickens from the animals regulated by the ordinance on lots in platted subdivisions of less than three acres.

Councilperson Miller submitted a revised version of the ordinance for consideration. The summary of the changes are as follows:
"These changes revise the ordinance to eliminate the permit fee requirements, align the ordinance with current norms of resident behavior, clarify the language of the ordinance and update the terminology used in the ordinance to reflect agricultural and animal husbandry contexts. Additionally, the minimum allowable flock size has been doubled, and the rules regarding roosters have been adjusted to ensure all rural properties are included in the rural zoning rules".

Councilperson Miller's recommendations were discussed at the March 6, 2023 Council Work Meeting and Council directed staff to incorporate the changes discussed and advertise and hold a Public Hearing for consideration of amending this ordinance at the March 27, 2023 City Council Meeting.

Attachments:
1.) City Ordinance, Section 10-151 – Revised Redline Revision (March 27, 2023)
2.) City Ordinance, Section 10-151 – Revised Clean Copy

Recommendation:
1. Staff is requesting that Council hold a Public Hearing to discuss revisions to the ordinance as exhibited in Attachments 1 and 2 and consider approving the changes to City Ordinance, Chapter 10, Article V, Section 10-151, Farm Animals.

Council Action:

Motion by: _____ Second by: _____

Vote Yes: _____ Vote No: _____

Sec. 10-151. - Interim use permit (IUP) and acreage requirements for domestic farm animals; nondomestic animals prohibited.

(a) Nondomestic animals are not allowed to be kept within the city.

(b) An IUP is required for the keeping of domestic farm animals as regulated by this article in the city, with the exception of chickens as addressed in section 10-151(j)3. The procedure for the issuance of an IUP will be in accordance with the City Code.

(c) No animal regulated by this article can be kept on a parcel of land located within a platted subdivision or on any parcel of land of less than three acres. Provided further, that if 80 percent of the lots within a platted subdivision are larger than three acres, an IUP for keeping a regulated animal may be issued for any of those lots larger than three acres.

(d) Upon the transfer of the title of a parcel for which parcel an IUP is in effect on the effective date of this article, the new owner may apply for an IUP for the keeping of such animals if the existing permit is in effect and in good standing at the time the title to the property is transferred.

(e) Meeting the acreage requirements set out in this section does not in and of itself entitle an applicant to an IUP.

(f) IUPs in existence on the effective date of this article for parcels not in compliance with these acreage requirements will be allowed to continue but only as legal, nonconforming uses.

(g) It is a requirement for all IUPs issued under this article that a minimum of one fenced acre of pasture land plus any indicated fraction thereof must be provided for each animal unit described below as the animal equivalent for the animal to be kept pursuant to the IUP.

(h) The following equivalents will apply when determining the animal units defined below:

Animal	Animal Units Per Acre
1 swine	0.4
1 goose or duck	0.2
1 goat or sheep	0.5
1 turkey	0.10
1 bovine	1.4
1 equine	1.0
1 pheasant/quail	0.01
1 emu or ostrich	1.0
1 alpaca or llama	1.0

(i) Animals may graze within shoreland and bluff impact zones provided permanent vegetation is maintained and a plan has been submitted that is consistent with the technical guides of the Anoka Conservation District.

(j) *Exceptions.*

(1) Youth development organizations may apply for an IUP in accordance with section 10.157. The IUP shall cover individual groups and members of the youth development organization; IUP application fees shall be waived. The IUP shall expire five years from the approval date at which time the organization must reapply for the IUP. In conjunction with the organization's approved IUP, individual members shall comply with the following:

a. Each member of the organization must complete a youth development project permit application prior to farm animals being kept on the property. The permit will be reviewed by city staff within two weeks of submittal of a completed application.

b. It is a requirement for all permittees to have a minimum of one acre of pasture land to accommodate the farm animals.

c. Permittee must comply with all other farm animal regulations set forth in the code.

d. Approved farm animals must be removed from the property within 30 days of the expiration of the permit.

e. In the event a permittee would like to keep the farm animals after the expiration of the project permit, an individual IUP must be applied for and approved. The permittee must meet requirements of the code.

(2) The use of the property shall be single-family residential;

a. The property shall contain one detached single-family structure.

(3) Chickens;

a. Chickens shall not be permitted on vacant properties or those containing multi-family residential buildings including duplexes, townhomes and apartments;

b. Chickens shall not be kept inside the principal structure;

c. No person shall slaughter chickens ~~on-site except when~~ in an area of the property ~~not~~ visible to the public or adjoining properties;

d. Chicken coops and attached exercise pens shall be provided for all chickens;

e. Coops and pens shall be fully enclosed and constructed of durable weather resistant materials;

f. The floor area of the coop shall be a minimum of two sq. ft. in area per chicken;

~~g. The floor area of the attached pen shall be a minimum of six sq. ft. in area per chicken;~~

h. Coops and pens shall meet all setback requirements required of accessory structures;

i. Coops and pens shall be located in rear yards only;

j. Coops less than 200 sq. ft. in area are not considered accessory structures. Coops larger than 200 sq. ft. in area shall meet all accessory structure requirements of the City Code including those pertaining to location, size, number, height, use and design;

k. Chickens shall be kept in coops and/or pens at all times unless in fully fenced-in back yards ~~while under supervision~~;

l. All food stored for chickens shall be kept in rodent proof containers stored inside coops or other buildings. All premises in which chickens are kept or maintained, including coops and pens, shall be kept reasonably clean from filth, garbage and any substances which attract rodents. All ~~feces~~ manure shall be collected and properly disposed of on a regular basis;

m. Chickens shall not be kept in such a manner as to constitute a public nuisance as defined by the City Code of City of East Bethel;

n. No more than ~~six~~ twelve chickens can be kept on lots smaller than one-half acre;

o. ~~No roosters shall be allowed without the approval of an IUP by city council.~~ Roosters are prohibited on lots smaller than ~~three~~ 1.5 acres;

~~p. Administrative permit. No person shall own, harbor, or keep within the city a hen chicken on parcels of land smaller than ten acres in size, unless a valid permit for such chicken has been obtained pursuant to the following provisions:~~

~~i. A permit shall be obtained prior to any chickens being introduced to the site. All permits will remain in effect until voluntarily cancelled or revoked. Valid permits may be revoked by the city if this section is repealed in its entirety or is modified. Permits are non-transferable.~~

~~ii. Permit application fees are due upon submittal of the permit application. The fee will be established by yearly fee schedule.~~

~~iii. No permit shall be issued to a rental property unless the property owner provides written consent to the application.~~

~~iv. Application. Any person desiring a permit under this section shall make written application on a form prescribed by the city which shall contain at a minimum the following information:~~

~~A scaled site plan showing location, size, and dimensions of the coop and pen. The site plan shall include the proposed setbacks from all residential structures and property lines;~~

~~The maximum number of chickens to be kept on site;~~

~~A detailed feces and waste removal plan;~~

~~Any additional information as requested by the zoning administrator or permitting agent of the city;~~

~~v. Table II—Application requirements.~~

~~Lot Size~~	~~Administrative Permit Required for the keeping of chickens~~	~~Maximum Number of Chickens~~	~~Roosters~~
~~<0.5 acres~~	~~Yes~~	~~6~~	~~Not Permitted~~
~~0.5—2.99 acres~~	~~Yes~~	~~10~~	~~Not Permitted~~
~~3.0—9.99 acres~~	~~Yes~~	~~20*~~	~~Requires Interim Use Permit~~
~~10.0 acres or greater~~	~~No~~	~~50*~~	~~Requires Interim Use Permit~~

~~*If the applicant would like to apply for additional chickens, an IUP would be required.~~

~~vi. Denial or revocation. The city may deny or revoke any permit, permit application, or renewal application if it deems the applicant is:~~

~~Unable or unwilling to fully comply with the provisions of this section 10-151(j.)3;~~

~~Submitting inaccurate or incomplete permit application information;~~

~~Failing to meet the conditions of an issued permit;~~

~~Creating a nuisance; or~~

~~If the public health and safety would be unreasonably endangered by the granting or renewing of such a permit.~~

~~Any person whose permit is revoked shall, within ten days, remove all chickens from the property. No part of the application fee shall be refunded.~~

~~vii. Complaints. If a complaint regarding a chicken permit is received, the permit holder shall consent to an inspection of the property to demonstrate that all minimum standards and conditions of the permit are being met. Refusal to consent to an inspection shall be grounds for the revocation of the permit.~~

(Ord. No. 13, Second Series, 10-7-2009; Ord. No. 49, Third Series, 5-20-2015; Ord. No. 2020-06, 9-28-2020)

Sec. 10-151. - Interim use permit (IUP) and acreage requirements for domestic farm animals; nondomestic animals prohibited.

(a) Nondomestic animals are not allowed to be kept within the city.

(b) An IUP is required for the keeping of domestic farm animals as regulated by this article in the city, with the exception of chickens as addressed in section 10-151(j)3. The procedure for the issuance of an IUP will be in accordance with the City Code.

(c) No animal regulated by this article can be kept on a parcel of land located within a platted subdivision or on any parcel of land of less than three acres. Provided further, that if 80 percent of the lots within a platted subdivision are larger than three acres, an IUP for keeping a regulated animal may be issued for any of those lots larger than three acres.

(d) Upon the transfer of the title of a parcel for which parcel an IUP is in effect on the effective date of this article, the new owner may apply for an IUP for the keeping of such animals if the existing permit is in effect and in good standing at the time the title to the property is transferred.

(e) Meeting the acreage requirements set out in this section does not in and of itself entitle an applicant to an IUP.

(f) IUPs in existence on the effective date of this article for parcels not in compliance with these acreage requirements will be allowed to continue but only as legal, nonconforming uses.

(g) It is a requirement for all IUPs issued under this article that a minimum of one fenced acre of pasture land plus any indicated fraction thereof must be provided for each animal unit described below as the animal equivalent for the animal to be kept pursuant to the IUP.

(h) The following equivalents will apply when determining the animal units defined below:

Animal	Animal Units Per Acre
1 swine	0.4
1 goose or duck	0.2
1 goat or sheep	0.5
1 turkey	0.10
1 bovine	1.4
1 equine	1.0
1 pheasant/quail	0.01
1 emu or ostrich	1.0
1 alpaca or llama	1.0

(i) Animals may graze within shoreland and bluff impact zones provided permanent vegetation is maintained and a plan has been submitted that is consistent with the technical guides of the Anoka Conservation District.

(j) *Exceptions.*

(1) Youth development organizations may apply for an IUP in accordance with section 10.157. The IUP shall cover individual groups and members of the youth development organization; IUP application fees shall be waived. The IUP shall expire five years from the approval date at which time the organization must reapply for the IUP. In conjunction with the organization's approved IUP, individual members shall comply with the following:

a. Each member of the organization must complete a youth development project permit application prior to farm animals being kept on the property. The permit will be reviewed by city staff within two weeks of submittal of a completed application.

b. It is a requirement for all permittees to have a minimum of one acre of pasture land to accommodate the farm animals.

c. Permittee must comply with all other farm animal regulations set forth in the code.

d. Approved farm animals must be removed from the property within 30 days of the expiration of the permit.

e. In the event a permittee would like to keep the farm animals after the expiration of the project permit, an individual IUP must be applied for and approved. The permittee must meet requirements of the code.

(2) The use of the property shall be single-family residential;

a. The property shall contain one detached single-family structure.

(3) Chickens;

a. Chickens shall not be permitted on vacant properties or those containing multi-family residential buildings including duplexes, townhomes and apartments;

b. Chickens shall not be kept inside the principal structure;

c. No person shall slaughter chickens in an area of the property visible to the public or adjoining properties;

d. Chicken coops and attached exercise pens shall be provided for all chickens;

e. Coops and pens shall be fully enclosed and constructed of durable weather resistant materials;

f. The floor area of the coop shall be a minimum of two sq. ft. in area per chicken;

g. [Reserved.]

h. Coops and pens shall meet all setback requirements required of accessory structures;

i. Coops and pens shall be located in rear yards only;

j. Coops less than 200 sq. ft. in area are not considered accessory structures. Coops larger than 200 sq. ft. in area shall meet all accessory structure requirements of the City Code including those pertaining to location, size, number, height, use and design;

k. Chickens shall be kept in coops and/or pens at all times unless in fully fenced-in back yards;

l. All food stored for chickens shall be kept in rodent proof containers stored inside coops or other buildings. All premises in which chickens are kept or maintained, including coops and pens, shall be kept reasonably clean from filth, garbage and any substances which attract rodents. All manure shall be collected and properly disposed of on a regular basis;

m. Chickens shall not be kept in such a manner as to constitute a public nuisance as defined by the City Code of City of East Bethel;

n. No more than twelve chickens can be kept on lots smaller than one-half acre;

o. Roosters are prohibited on lots smaller than 1.5 acres;

p. [Reserved.]

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: 4.0 C

Agenda Item: Public Hearing: 4556 224th Ave NE- Partial Vacation of Drainage and Utility Easement, Oak Meadow Estates

Requested Action: Hold a public hearing and consider approval to vacate a portion of a Drainage and Utility Easement at 4556 224th Ave NE Cedar, MN 55011.

Background Information: On February 13th, 2023, City Council held a public hearing for a partial easement vacation at 4584 224th Ave NE. Kevin Hellum, the neighbor and property owner of 4556 224th Ave NE, spoke at the public hearing requesting the city consider a partial vacation of the easement on his property. City staff has received an application from Mr. Hellum who is requesting a partial vacation of the easement on the easterly portion of his property. Approximately one - third of Mr. Hellum's property along the westerly property line is partially wetland and unusable.

In 1975, as part of the preliminary plat process of the Oak Meadow Estates subdivision, the city engineer recommended that easements for future streets be included in the plat. The easements in the recommendation were defined as, "the area of the abutting lots and that the centerline of the street be the lot line between the two lots, and that a 33' wide drainage easement be provided off of both of the lots, making a total width of 66', and that further a quit-claim deed be executed in the name of the city to cover road easement along 33' of each lot abutting the future street."

In April 1978, the final plat of Oak Meadow Estates was recorded and is included as Attachment 3 for your review. As part of the recorded final plat in 1978 ten, 58' wide Drainage and Utility Easements were recorded on abutting lots throughout the subdivision creating a total five 116' wide drainage and utility easements. No quit-claim deeds can be located for any of the parcels. It is the opinion of the East Bethel City Attorney that the inclusion of the drainage and utility easement on the recoded plat makes it a valid easement.

Although Drainage and Utility Easement widths can vary from one subdivision to the next based on the uniqueness of topography, drainage structures construction or ditches, the standard easement in Rural Residential Zones is a 10' width on abutting properties creating a total of a 20' width easement. Additionally, the current residential road standards in East Bethel would call for a total of a 66' right of way matching the recommendation of the city engineer in 1975.

The 40 acre parcel of land abutting the south lot line of 4556 224th Ave NE is adjacent to a portion of the 859.92 acre Gordie Mikkelson Wildlife Management Area. The city has no future plans to construct a future road in this easement location and there are no existing connector streets south of this subdivision.

The Public Works Director and City Engineer were asked to review the request of proposed vacation of a portion of the Drainage and Utility Easement. Comments from the Public Works Director are included as Attachment 6.

Recommendation: Staff is requesting that City Council to hold a public hearing and consider the approval to vacate a portion of the drainage and utility easement located at 4556 224th Ave NE with the conditions set forth in attached resolution 2023-18.

Attachments:

1. Resolution 2023 - 18, a resolution granting the vacation of a portion of a Drainage and Utility Easement at 4556 224th Ave NE.
2. Location Map
3. Oak Meadow Estates Plat, Approved August 1978
4. Certificate of Survey for 4556 224th Ave NE
5. 4556 224th Ave NE Vacation Exhibit
6. City Engineer and Public Works Manager Support of Partial Easement Vacation

City Council Action:

Motion by: _____ Second by: _____

Vote Yes: _____ Vote No: _____

CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA

RESOLUTION NO. 2023-18

A RESOLUTION GRANTING A PARTIAL EASEMENT VACATION AT 4556 224Th AVE NE, OAK MEADOW ESTATES LEGALLY DESCRIBED AS:

Lot 15, Block 1, Oak Meadow Estates, Anoka County, Minnesota; Subject to right-of-way of 224th Ave NE; subject to easement of record.

WHEREAS, on February 14, 2023, Kevin and Linda Hellum requested that a portion of the drainage and utility easement be vacated as follows:

That part of the west 48.00 feet of the 58.00 foot wide drainage and utility easement adjoining and west of the east line of Lot 15, Block 1, Oak Meadow Estates, according to the recorded plat thereof, Anoka County, Minnesota, which lies southerly of the north 100.00 feet of said Lot 15, Block 1.

WHEREAS, the City Council finds the request would not have a detrimental effect upon the health, safety, moral, and general welfare of the City of East Bethel; and

WHEREAS, pursuant to published and mailed notices as required by Minn. Stat. Sec. 412.851, a public hearing was be held on Monday, March 27, 2023 at 7:00 p.m. at the City Hall, City of East Bethel, 2241 - 221st Avenue N.E., East Bethel, MN 55011-9631.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby grants the vacation of a portion of the drainage and utility easement over the above legal description, as dedicated in the plat of Oak Meadow Estates on file and of record in the office of the County Recorder, Anoka County, Minnesota.

1. This resolution shall be recorded with Anoka County, Minnesota.

Adopted this 27th day of March, 2023 by the City Council of the City of East Bethel.

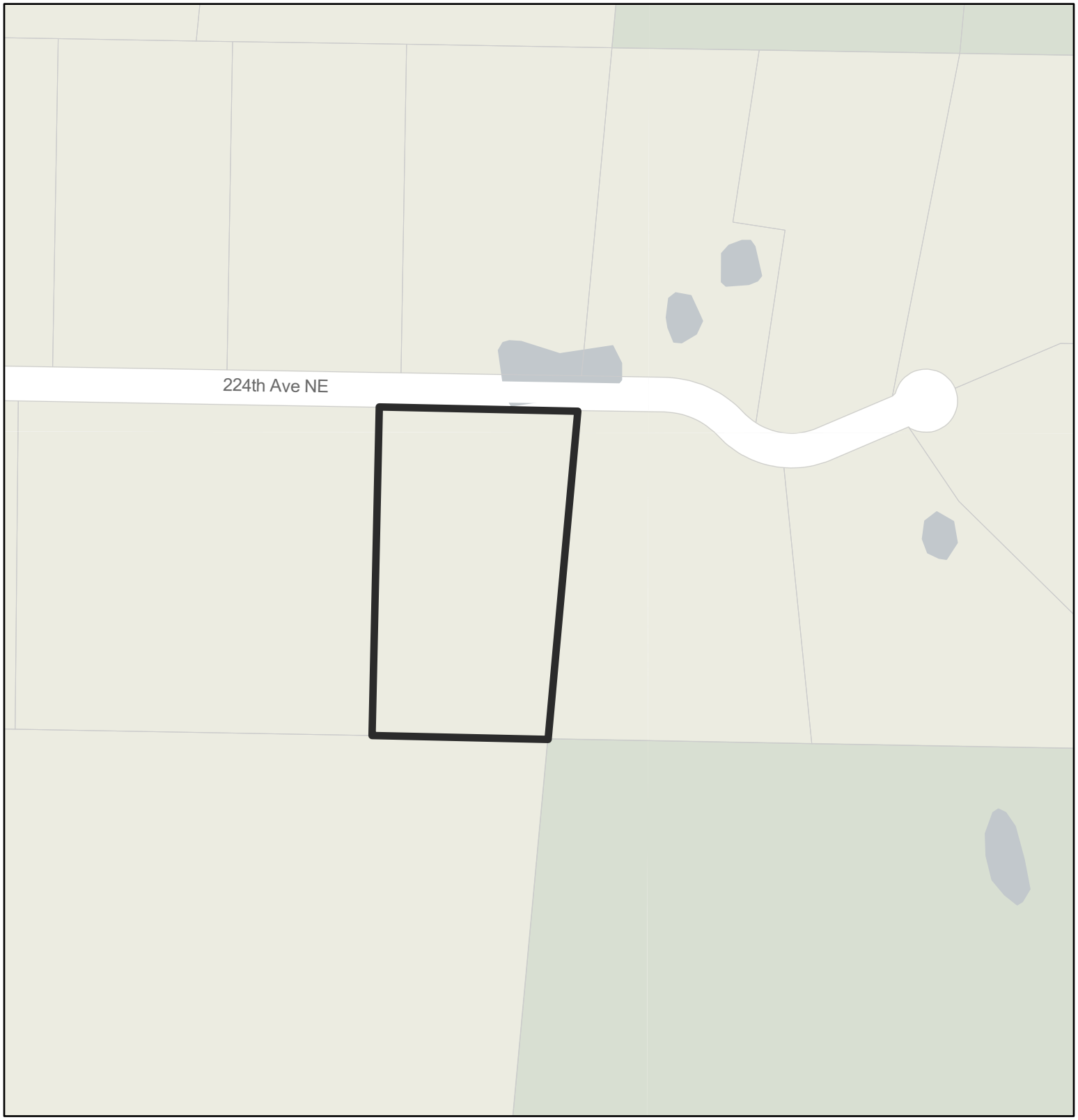
CITY OF EAST BETHEL

_____
Tim Harrington, Mayor

ATTEST:

_____
Jack Davis, City Clerk

4556 224th Ave NE - Location Map



1 inch equals 253 feet

Parcels

City Mask

City of East Bethel

N

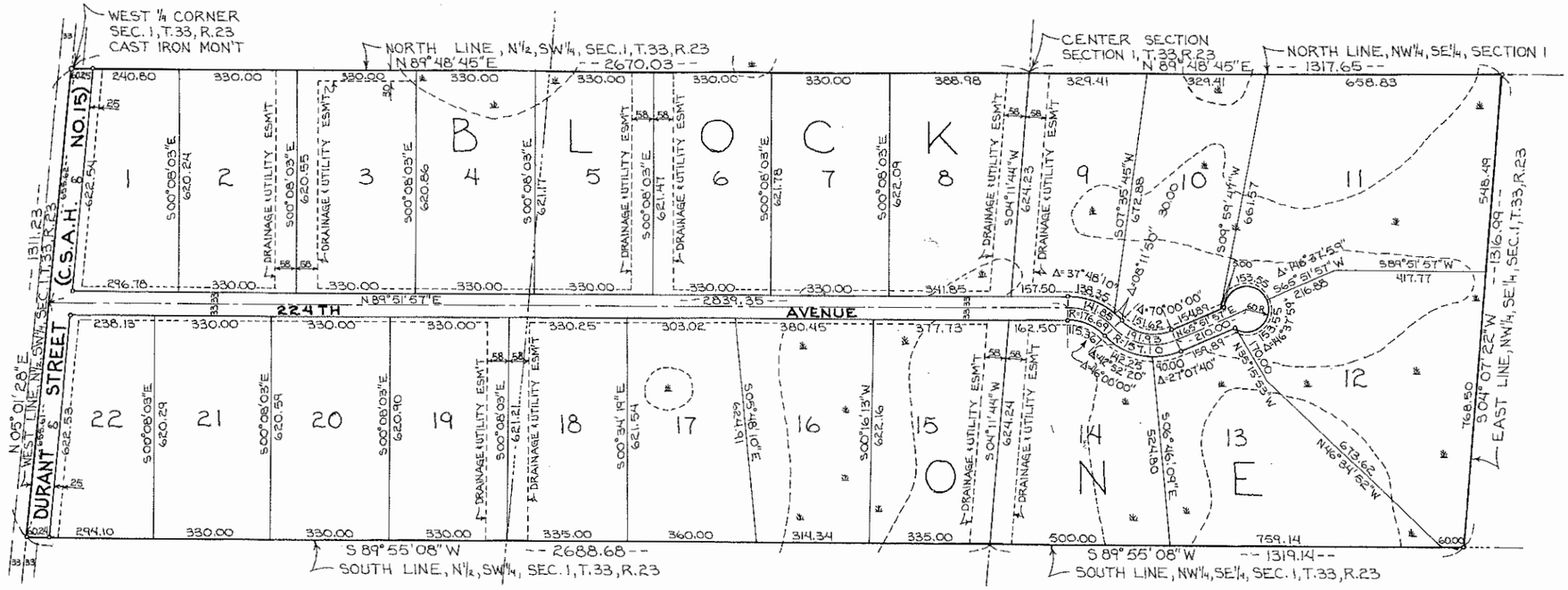
March 1, 2023

Map Powered By DataLink

wsb

OAK MEADOW ESTATES

CITY OF EAST BETHEL ANOKA CO. MN.



KNOW ALL MEN BY THESE PRESENTS: That we, L. H. & T. Investment Company, a partnership organized under the laws of the State of Minnesota, owners and proprietors of, and National Travelers Life Company, a corporation under the laws of the State of Iowa, mortgagees of the following described property situated in the County of Anoka, State of Minnesota to wit:

The North Half of the Southwest Quarter (N1/2,SW1/4), and the Northwest Quarter of the Southeast Quarter (NW1/4,SE1/4) of Section 1, Township 33 North, Range 23 West

have caused the same to be surveyed and platted as OAK MEADOW ESTATES and hereby dedicate and donate to the public, for public use forever, the ~~street, avenue~~ and utility and drainage easements as shown on the annexed plat.

In witness whereof, L. H. & T. Investment Company, a partnership organized under the laws of the State of Minnesota has caused these presents to be signed by a duly authorized partner this 11 day of April A.D. 1978.

In witness whereof National Travelers Life Company, a corporation under the laws of the State of Iowa, has caused these presents to be signed by its proper officers, and its corporate seal affixed thereto this 10TH day of MARCH A.D. 1977.

L. H. & T. INVESTMENT COMPANY

Charles E. G. Larson, Partner

NATIONAL TRAVELERS LIFE COMPANY

Jay E. Brown, Vice President and Treasurer

K. G. Abbas, Vice President

STATE OF MINNESOTA)
COUNTY OF ANOKA) The foregoing instrument was acknowledged before me this 11TH day of April A.D. 1978, by Charles E.G. Larson, partner, on behalf of L. H. & T. Investment Company, a partnership.

JON A. OLSON
NOTARY PUBLIC - MINNESOTA
RAMSEY COUNTY
My Commission Expires Mar. 5, 1981

Notary Public, ~~Anoka~~ Ramsey County, Minnesota

495142

OFFICE OF COUNTY RECORDER
STATE OF MINNESOTA, COUNTY OF ANOKA
I hereby certify that the within instrument was filed in this office for record on the APR 25 1978 A.D., 19___ 10:15 o'clock AM., and was duly recorded in book 26 OF PLATS page 20

Fred J. Arndahl
County Recorder
By V. E. Holdiness
Deputy

"NO DELINQUENT TAXES AND TRANSFER ENTERED"
April 25 1978
Charles R. Lefebvre
Auditor, Anoka County
BY J. Olson
Deputy

STATE OF IOWA)
COUNTY OF POLK) The foregoing instrument was acknowledged before me this 10TH day of MARCH A.D. 1977, by Jay E. Brown, its Vice President and Treasurer and K.G. Abbas, its Vice President, of National Travelers Life Company, an Iowa Corporation, on behalf of the corporation.

Betty M. Berry
Notary Public POLK County, Iowa

I hereby certify that I have surveyed and platted the property described on the plat as OAK MEADOW ESTATES; that this plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that the monuments for the guidance of future surveys have been correctly placed in the ground as shown on the plat; that the outside boundary lines are correctly designated on the plat, and there are no low wet lands or public highways to be designated on said plat other than as shown.

James L. Kurth, Minnesota Registered Surveyor No. 5332

STATE OF MINNESOTA)
COUNTY OF ANOKA) Above certificate subscribed and sworn to before me, a Notary Public within and for said County and State this 24th day of February A.D. 1977.

Jeanne M. Kurth
Jeanne M. Kurth, Notary Public, Anoka County, Minnesota
My Commission expires March 13, 1977

Approved by the City Council of the City of East Bethel this 20th day of April A.D. 1977.

CITY COUNCIL OF EAST BETHEL

Wayne E. Anderson, Mayor

Sharon Klobucher, Clerk

Checked and approved this 11th day of April A.D. 1978.

Roland W. Anderson
Roland W. Anderson, County Surveyor, Anoka County, Minnesota

CAINE & ASSOCIATES
LAND SURVEYORS, INC.

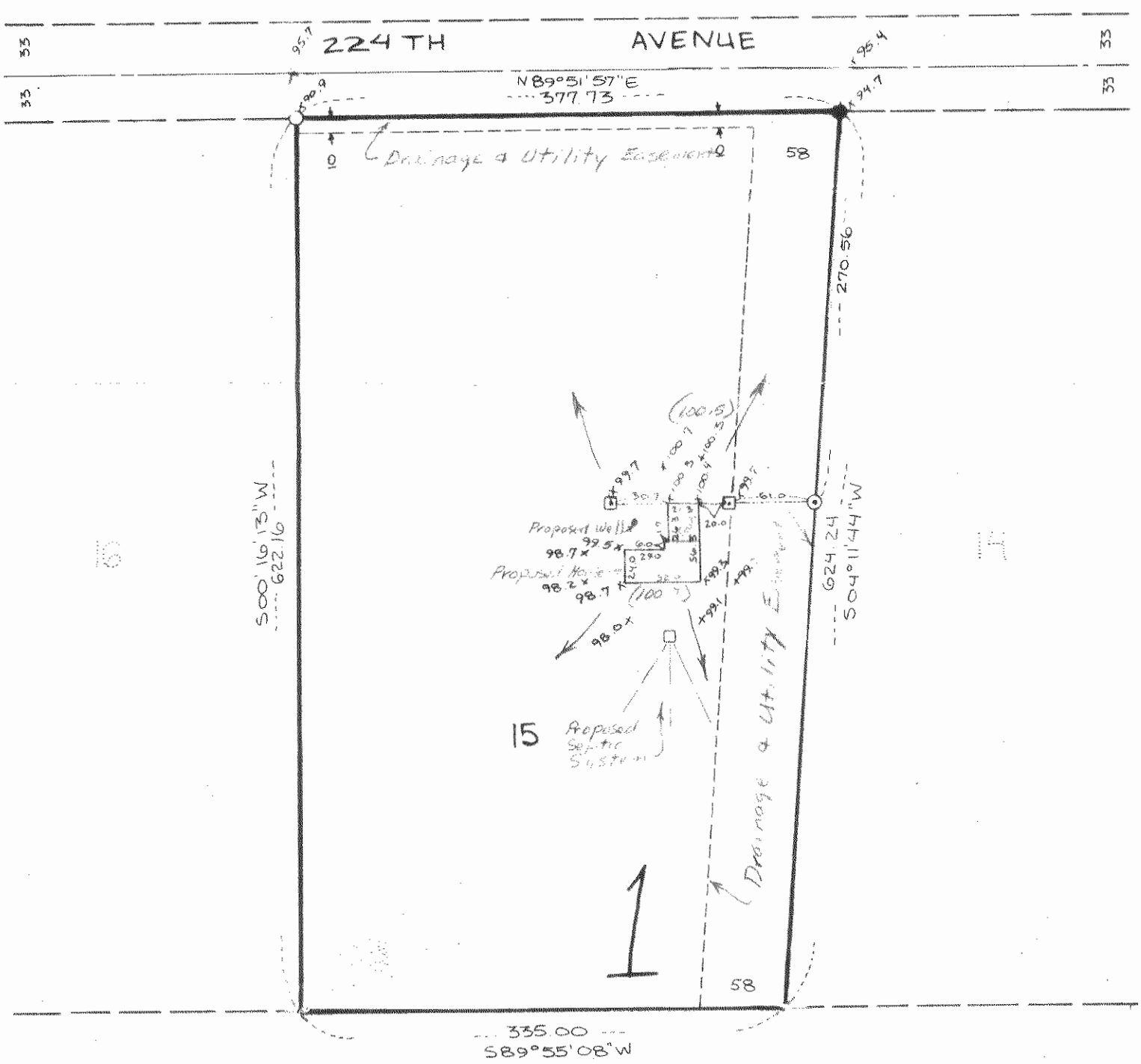
17720 Highway 65 N.E. - Ham Lake, Minnesota 55304
434 - 7646

PLOT PLAN FOR: Kevin Hellum

LEGAL DESCRIPTION: Lot 15, Block 1, OAK MEADOW ESTATES, according to the recorded plat thereof, Anoka County, Minnesota.

4112

4556 224th Ave N.E.
Cedar, Mn 55011
01-33-23-31-0005



x 99.0 Denotes Existing Elevation
(99.0) Denotes Proposed Elevation
← Denotes Direction of Proposed Surface Drainage

Proposed Top of Found. El.= 102.4
Proposed Garage Floor El.= 101.0
Proposed Bsmt. Floor El.= 94.0

NOTE: Lath set at Building Corners.

SCALE: 1 INCH= 100 FEET.

○ DENOTES 1/2 INCH IRON PIPE SET.

● DENOTES AN IRON MONUMENT FOUND.

BEARINGS SHOWN ARE FROM ASSUMED DATUM.

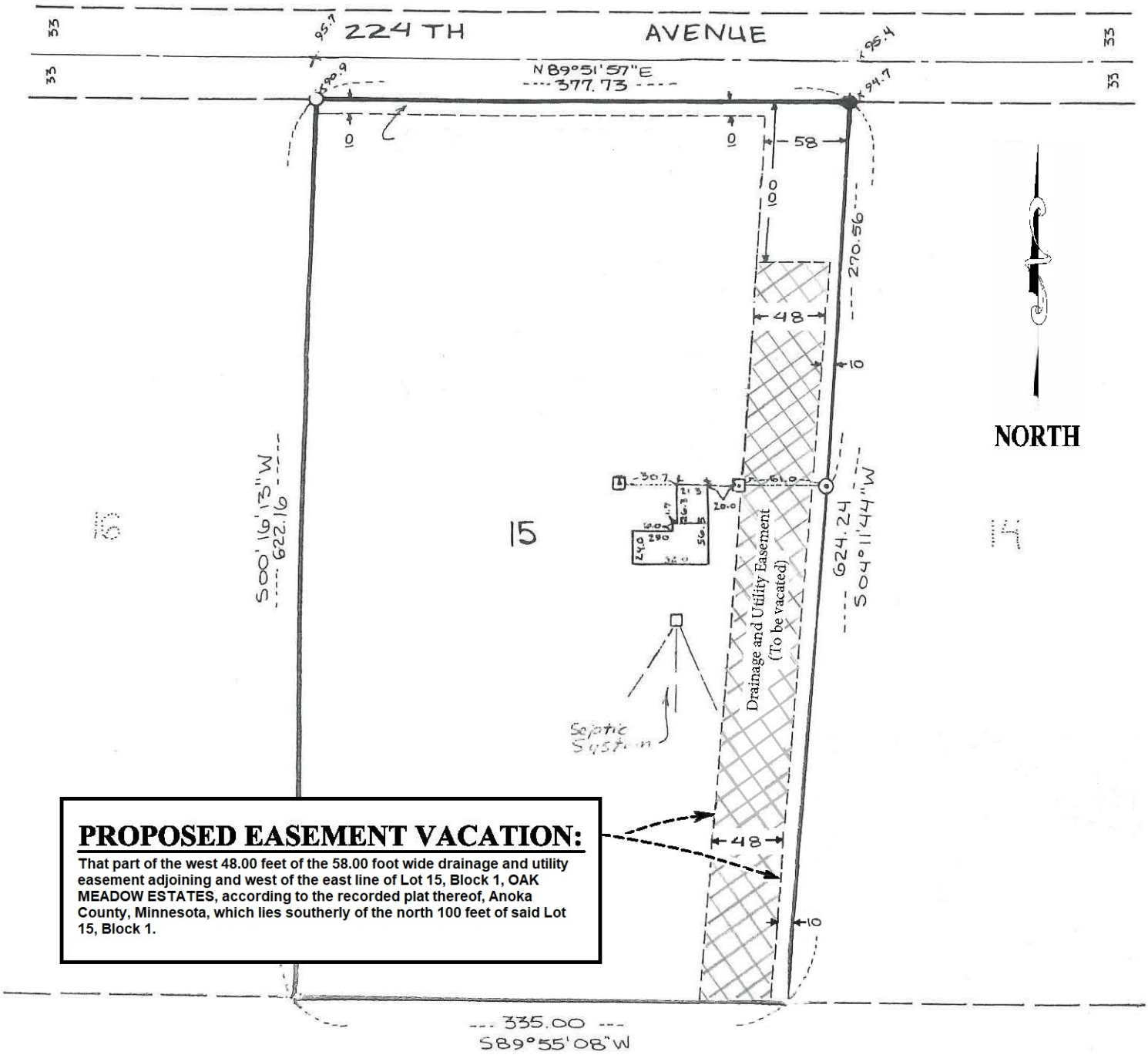
⊡ DENOTES HUB & TACK SET

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Jeffrey M. Caine

DATE Sept. 29, 1987 REG. NO. 12251

4556 224th Ave N.E.
Cedar, Mn 55011
01-33-23-31-0005



PROPOSED EASEMENT VACATION:

That part of the west 48.00 feet of the 58.00 foot wide drainage and utility easement adjoining and west of the east line of Lot 15, Block 1, OAK MEADOW ESTATES, according to the recorded plat thereof, Anoka County, Minnesota, which lies southerly of the north 100 feet of said Lot 15, Block 1.

From: Nate Ayshford
To: Aaron Berg
Subject: RE: 4556 224TH Ave NE - Easement Vacation Comment
Date: Tuesday, February 21, 2023 1:15:00 PM

Aaron,

That all looks good to me.

Thanks,

Nate Ayshford | Public Works Manager | City of East Bethel
2241 221st Ave NE | East Bethel, MN 55011 | www.ci.east-bethel.mn.us
Ph:763.367.7876 | Fax:763.434.9578 | nate.ayshford@ci.east-bethel.mn.us

From: Aaron Berg
Sent: Thursday, February 16, 2023 3:45 PM
To: Craig Jochum; Nate Ayshford <Nate.Ayshford@ci.east-bethel.mn.us>
Subject: 4556 224TH Ave NE - Easement Vacation Comment

Craig and Nate,

City Council approved the Easement Vacation Reduction at 4584 224th Ave NE. So naturally the neighbor, on the West side of the easement, Block 1, Lot 15, has now come in with an application for the Easement Reduction on his property. I have attached the Application, the 1987 original survey, and a zoomed in darkened version for easier reading. There have been no structural additions or alterations along the East Property Line at 4556 224th Ave NE. It remains as it was on the 1987 survey.

Also as a reminder I have attached a copy of the Vacated Reduction which was approved on the property to the East.

If approved this would reduce the easement down to 10 feet on each property line, or a 20 foot total width, after the 1st 100 feet south of the ROW to the south property lines.

Craig I had previously asked you if your company would do an updated survey showing the proposed Easement reduction. I have confirmed with Anoka County Property Records And Taxation Division that this is not a necessary document that needs to be recorded. A description referenced in a resolution is sufficient.

Please provide me any comment by March 1st, 2023 so I can prepare and publish the Public Hearing Notices for the March 27th, 2023 City Council Meeting.

Thanks,

Aaron M. Berg, MPA
City Planner / Interim Community Development Director
City of East Bethel
Phone: (763) 367-7864 | Fax: (763) 434-9578
aaron.berg@ci.east-bethel.mn.us

NOTICE: *Unless restricted by law, email correspondence to and from the City of East Bethel offices may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.*

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 4.0 D

Agenda Item: Sheriff's Department Report

Background Information:
Lieutenant Derek Peters will present the Anoka County Sheriff's Office monthly report.

Attachment(s):

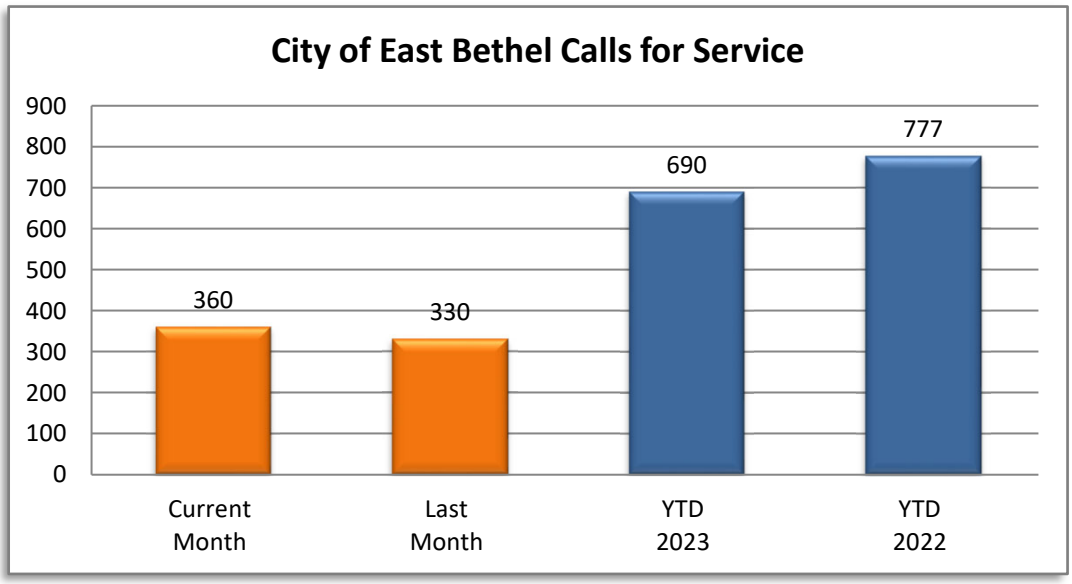
1. Sheriff's Office February Report *(this item will be provided as soon as it is made available)*
2. CSO Report of Activities
3. CFS Report

Fiscal Impact:

Recommendation(s): No Action Required

PATROL DIVISION ***CITY OF EAST BETHEL - FEBRUARY 2023***

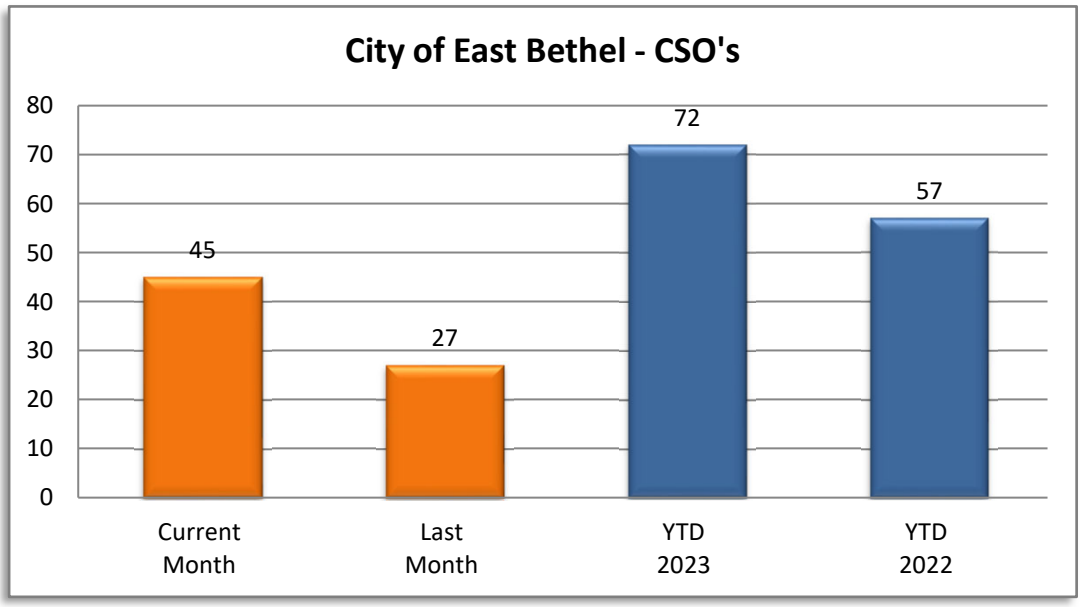
OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2023	YTD 2022
Calls for Service*	**330**	**360**											**690**	**777**
Burglaries	1	0											**1**	**1**
Thefts	8	1											**9**	**6**
Crim Sex Conduct	1	3											**4**	**0**
Assault	0	1											**1**	**2**
Dam to Property	0	2											**2**	**2**
Harass Comm	0	0											**0**	**0**
PI Accidents	8	9											**17**	**13**
PD Accidents	19	18											**37**	**44**
Medical	59	60											**119**	**93**
Animal Complaint	35	31											**66**	**23**
Alarms	12	12											**24**	**47**
Felony Arrests	0	1											**1**	**3**
Gross Misd Arrests	5	5											**10**	**2**
Misd Arrests	8	5											**13**	**7**
DUI Arrests	2	5											**7**	**3**
Domestic Arrests	0	0											**0**	**1**
Warrant Arrests	1	4											**5**	**3**
Traffic Stops	190	125											**315**	**179**
Traffic Arrests	28	17											**45**	**47**



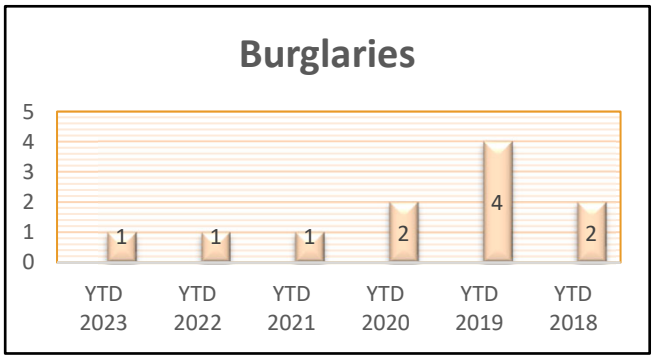
ANOKA COUNTY SHERIFF'S OFFICE MONTHLY REPORT

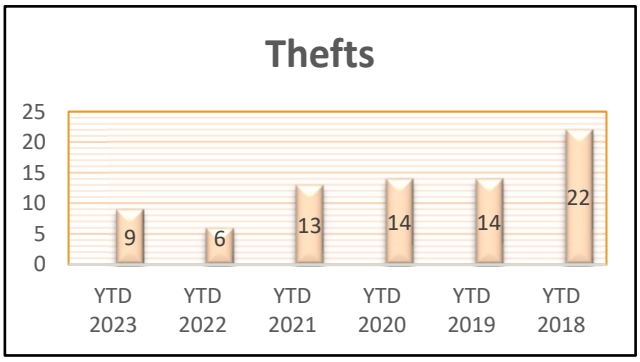
PATROL DIVISION ***CITY OF EAST BETHEL CSO'S ACTIVITY - FEBRUARY 2023***

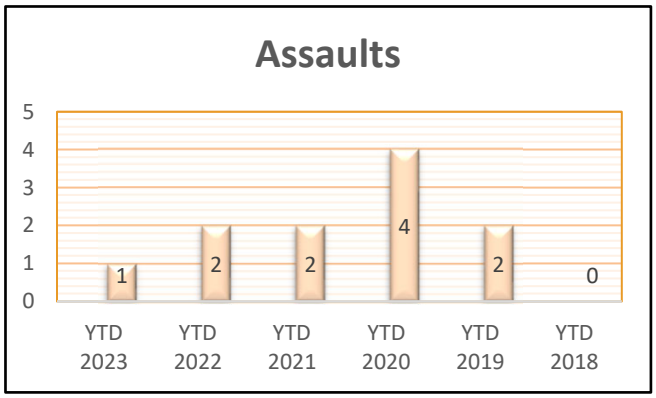
OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2023	YTD 2022
Call for Service	**27**	**45**											**72**	**57**
Accident Assist	1	3											**4**	**7**
Vehicle Lock Out	1	4											**5**	**5**
Extra Patrol	0	0											**0**	**14**
House Check	0	0											**0**	**0**
Business Check	0	0											**0**	**0**
Animal Complaints	11	13											**24**	**6**
Traffic Assist	0	0											**0**	**10**
Aids: Agency	0	0											**0**	**31**
Aids: Public	14	25											**39**	**28**
Paper Service	0	0											**0**	**0**
Inspections	0	0											**0**	**0**
Ordinance Viol	0	0											**0**	**6**

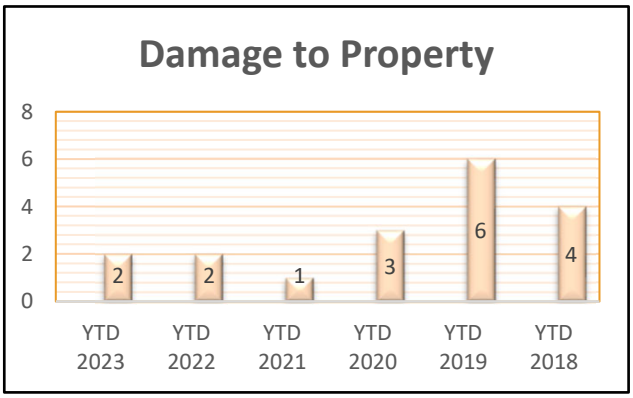


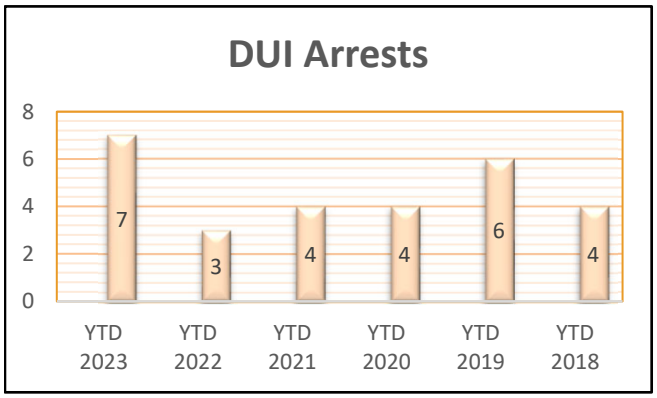
CITY OF EAST BETHEL ***YEAR TO DATE - FEBRUARY 2018-2023***

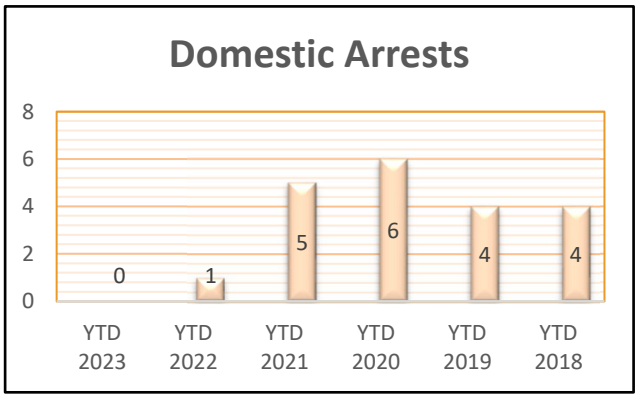


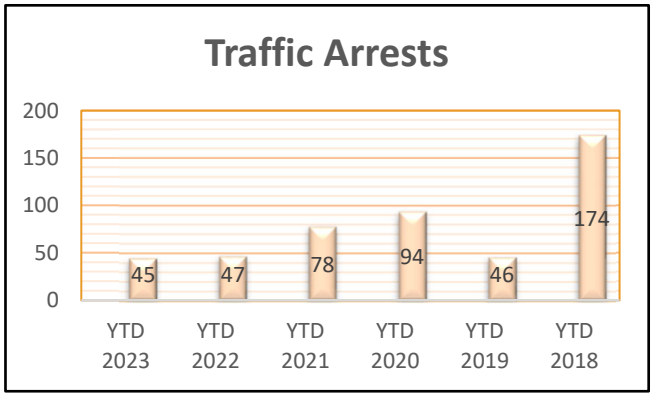


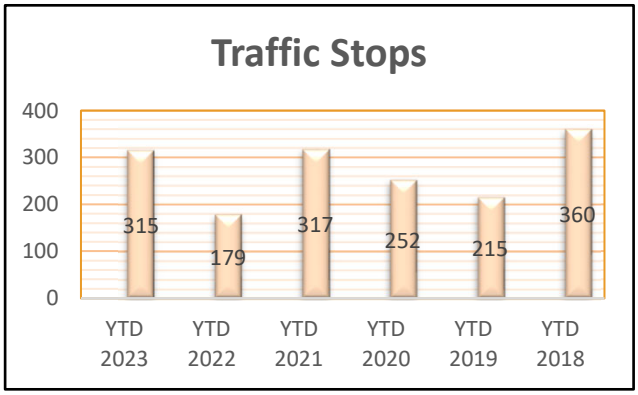










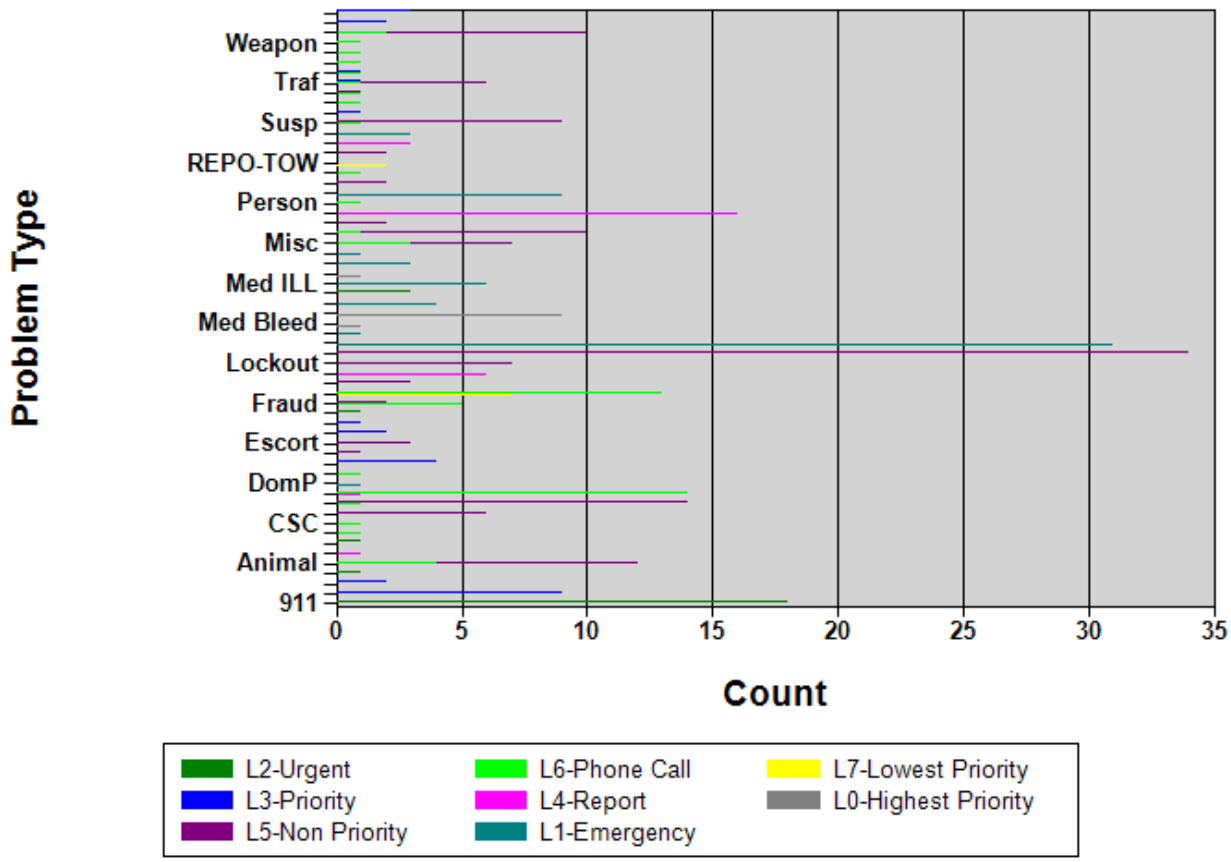


Problem Type Summary

8:07 AM 03/07/2023
Data Source: Data Warehouse

Agency:	**LAW ENFORCEMENT**
Division:	**East Bethel Law**
Day Range:	**Date From 2/1/2023 To 2/28/2023**
Exclusion:	• **Calls canceled before first unit assigned**

Select a format Export



Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

	Priority								
Problem Type	0	1	2	3	4	5	6	7	Total
911	0	0	18	0	0	0	0	0	**18**
Abandon	0	0	0	0	0	0	0	0	**0**
Abuse	0	0	0	0	0	0	0	0	**0**
AbuseP	0	0	0	0	0	0	0	0	**0**
AlarmB	0	0	0	9	0	0	0	0	**9**

AlarmCO	0	0	0	2	0	0	0	0	**2**
AlarmCOill	0	0	0	0	0	0	0	0	**0**
AlarmF	0	0	0	0	0	0	0	0	**0**
AlarmFsmoke	0	0	0	0	0	0	0	0	**0**
AlarmHoldup	0	0	0	0	0	0	0	0	**0**
AlarmV	0	0	0	0	0	0	0	0	**0**
AlarmWF	0	0	1	0	0	0	0	0	**1**
Animal	0	0	0	0	0	12	4	0	**16**
AnimalResc	0	0	0	0	0	0	0	0	**0**
Arson	0	0	0	0	0	0	0	0	**0**
Assault	0	0	0	0	1	0	1	0	**2**
AssaultP	0	0	0	0	0	0	0	0	**0**
Boat Assist	0	0	0	0	0	0	0	0	**0**
Bomb	0	0	0	0	0	0	0	0	**0**
BombP	0	0	0	0	0	0	0	0	**0**
Broadcast	0	0	0	0	0	0	0	0	**0**
Burg	0	0	0	0	0	0	0	0	**0**
BurgP	0	0	1	0	0	0	0	0	**1**
Civil	0	0	0	0	0	1	1	0	**2**
CivilP	0	0	0	0	0	0	0	0	**0**
CSC	0	0	0	0	0	0	1	0	**1**
Debris	0	0	0	0	0	6	0	0	**6**
Deer	0	0	0	0	0	14	1	0	**15**
Disorderly	0	0	0	0	0	0	0	0	**0**
Dom	0	0	0	11	1	0	14	0	**26**
DomP	0	1	0	0	0	0	0	0	**1**
Drugs	0	0	0	0	0	0	1	0	**1**
DUI	0	0	0	4	0	0	0	0	**4**
Dumping	0	0	0	0	0	1	0	0	**1**
Escort	0	0	0	0	0	3	0	0	**3**
ExPat	0	0	0	0	0	0	0	0	**0**
F Aircraft	0	0	0	0	0	0	0	0	**0**
F Assist	0	0	0	0	0	0	0	0	**0**
F CleanUp	0	0	0	0	0	0	0	0	**0**
F Collapse	0	0	0	0	0	0	0	0	**0**
F Dump	0	0	0	0	0	0	0	0	**0**
F Elec Smell	0	0	0	0	0	0	0	0	**0**
F Expl	0	0	0	2	0	0	0	0	**2**
F Gas Odor In	0	0	0	0	0	0	0	0	**0**
F Gas Odor Out	0	0	0	0	0	0	0	0	**0**
F Grass fire	0	0	0	0	0	0	0	0	**0**
F Illegal	0	0	0	0	0	0	0	0	**0**
F Misc	0	0	0	0	0	0	0	0	**0**
F Mutual Aid	0	0	0	0	0	0	0	0	**0**
F Oven	0	0	0	0	0	0	0	0	**0**
F Powerlines	0	0	0	0	0	0	0	0	**0**
F SmokeIn	0	0	0	0	0	0	0	0	**0**
F SmokeOut	0	0	0	1	0	0	0	0	**1**
F Structure	0	0	0	0	0	0	0	0	**0**
F Train	0	0	0	0	0	0	0	0	**0**
F Veh	0	0	0	0	0	0	0	0	**0**
F Water Rescue	0	0	0	0	0	0	0	0	**0**
Fight	0	0	1	0	0	0	0	0	**1**
Flood in	0	0	0	0	0	0	0	0	**0**
Flood out	0	0	0	0	0	0	0	0	**0**
Fraud	0	0	0	0	0	2	5	0	**7**
FraudP	0	0	0	0	0	0	0	0	**0**
FU	0	0	0	0	0	0	13	7	**20**
FW	0	0	0	0	0	0	0	0	**0**
Gun	0	0	0	0	0	0	0	0	**0**
Harass	0	0	0	0	0	0	0	0	**0**
Info	0	0	0	0	0	3	0	0	**3**
Lift Assist	0	0	0	0	6	0	0	0	**6**
Liq	0	0	0	0	0	0	0	0	**0**
Lockout	0	0	0	0	0	7	0	0	**7**
LockoutP	0	0	0	0	0	0	0	0	**0**

MA	0	0	0	0	0	34	0	0	**34**
MASS	0	0	0	0	0	0	0	0	**0**
Med -	0	31	0	0	0	0	0	0	**31**
Med Alarm	0	1	0	0	0	0	0	0	**1**
Med Allergic	0	0	0	0	0	0	0	0	**0**
Med Assault	0	0	0	0	0	0	0	0	**0**
Med Bleed	1	0	0	0	0	0	0	0	**1**
Med Breathing Diff	9	0	0	0	0	0	0	0	**9**
Med Breathing Not	0	0	0	0	0	0	0	0	**0**
Med Choking	0	0	0	0	0	0	0	0	**0**
Med Drown	0	0	0	0	0	0	0	0	**0**
Med Electro	0	0	0	0	0	0	0	0	**0**
Med Fall	0	0	0	0	0	0	0	0	**0**
Med Heart	0	4	0	0	0	0	0	0	**4**
Med Hold	0	0	3	0	0	0	0	0	**3**
Med ILL	0	6	0	0	0	0	0	0	**6**
Med Info	0	0	0	0	0	0	0	0	**0**
Med OB	1	0	0	0	0	0	0	0	**1**
Med Priority	0	0	0	0	0	0	0	0	**0**
Med Seizure	0	3	0	0	0	0	0	0	**3**
Med Stab-Gunshot	0	0	0	0	0	0	0	0	**0**
Med Stroke	0	0	0	0	0	0	0	0	**0**
Med Uncon	0	1	0	0	0	0	0	0	**1**
Medex	0	0	0	0	0	0	0	0	**0**
Misc	0	0	0	0	0	7	3	0	**10**
MiscO	0	0	0	0	0	10	1	0	**11**
Mutual Aid Law	0	0	0	0	0	0	0	0	**0**
Noise	0	0	0	0	0	0	0	0	**0**
NoTag	0	0	0	0	0	0	0	0	**0**
Ord	0	0	0	0	0	0	0	0	**0**
Other	0	0	0	0	0	0	0	0	**0**
Park	0	0	0	0	0	2	0	0	**2**
PD	0	0	0	0	16	0	2	0	**18**
Person	0	0	0	0	0	0	1	0	**1**
PI	0	9	0	0	0	0	0	0	**9**
POR	0	0	0	0	0	2	0	0	**2**
Property	0	0	0	0	0	0	1	0	**1**
PW	0	0	0	0	0	0	0	0	**0**
REPO-TOW	0	0	0	0	0	0	0	2	**2**
RJ	0	0	0	0	0	2	0	0	**2**
RoadClosure	0	0	0	0	0	0	0	0	**0**
Robbery	0	0	0	0	0	0	0	0	**0**
RobberyP	0	0	0	0	0	0	0	0	**0**
Shots	0	0	0	0	0	0	0	0	**0**
Slumper	0	0	0	0	0	0	0	0	**0**
StolenProp	0	0	0	0	0	0	0	0	**0**
Suicide	0	0	0	0	3	0	0	0	**3**
SuicideP	0	3	0	0	0	0	0	0	**3**
Susp	0	0	0	0	0	9	1	0	**10**
SuspP	0	0	0	1	0	0	0	0	**1**
Theft	0	0	0	0	0	1	1	0	**2**
TheftP	0	0	0	0	0	0	0	0	**0**
Threat	0	0	0	0	0	1	1	0	**2**
ThreatP	0	0	0	0	0	0	0	0	**0**
Traf	0	0	0	1	0	6	1	0	**8**
Tres	0	0	0	1	0	0	1	0	**2**
UNK	0	0	0	0	0	0	1	0	**1**
Unsecure	0	0	0	0	0	0	0	0	**0**
Vand	0	0	0	0	0	0	0	0	**0**
VandP	0	0	0	0	0	0	0	0	**0**
VehTheft	0	0	0	0	0	0	1	0	**1**
VehTheftP	0	0	0	0	0	0	0	0	**0**
Weapon	0	0	0	0	0	1	1	0	**2**
Weather	0	0	0	0	0	0	0	0	**0**
Welfare	0	0	0	0	0	10	2	0	**12**
WelfareP	0	0	0	2	0	0	0	0	**2**

WT	0	0	0	3	0	0	0	0	**3**
Total	**11**	**59**	**24**	**37**	**27**	**134**	**59**	**9**	**360**

Go Back Close

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 4.0 E

Agenda Item: Fire Department Report

Background Information:
Fire Chief Rodney Sanow will introduce the 2023 Fire Department Officers and present the Fire Department's monthly report

Attachment(s):
Attachment 1 – February 2023 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required

East Bethel Fire Department
February 2023
Response Calls

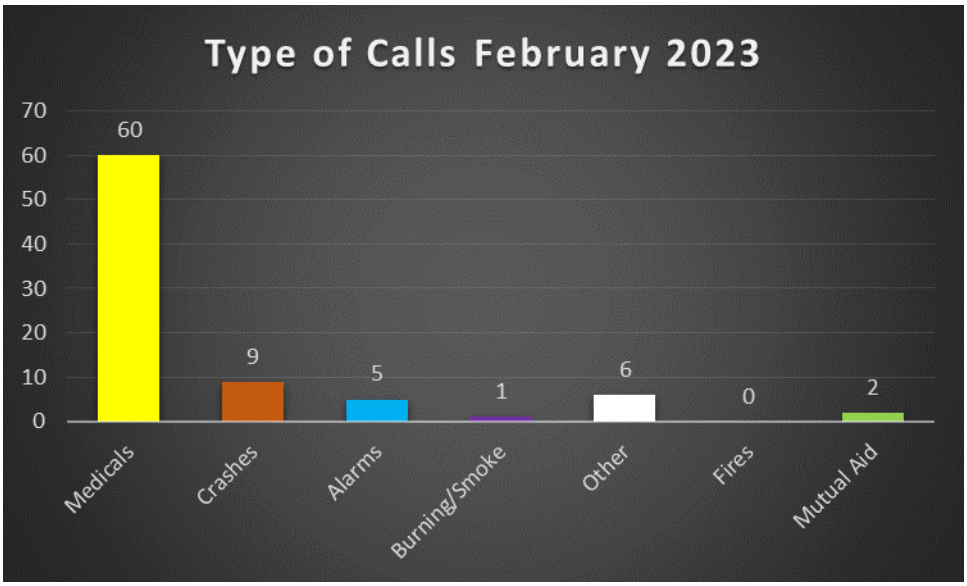
Incident No.	Incident Date	Street Address	Incident Type
75	2/1/2023	834 193rd Lane Northeast	EMS call
76	2/1/2023	1534 234th Avenue Northeast	Alarms
77	2/1/2023	525 218th Avenue Northeast	Alarms
78	2/1/2023	20967 Rendova Street Northeast	Alarms
79	2/1/2023	216 Birch Road Northeast	EMS call
80	2/3/2023	18164 Hwy 65 Northeast Apt 31	EMS call
81	2/4/2023	2124 233rd Avenue Northeast	EMS call
82	2/4/2023	19131 Taylor Street Northeast Apt 311	EMS call
83	2/4/2023	20675 Hwy 65 Northeast	EMS call
84	2/4/2023	330 Laural Road Northeast	EMS call
85	2/4/2023	2124 233rd Avenue Northeast	EMS call
86	2/4/2023	18164 Hwy 65 Northeast Apt 31	EMS call
87	2/4/2023	24123 Pierce Street Northeast	EMS call
88	2/5/2023	21155 Hwy 65 Northeast	Crash
89	2/5/2023	19131 Taylor Street Northeast Apt 205	EMS call
90	2/5/2023	18927 Jewell Street Northeast	EMS call
91	2/5/2023	20206 Erskine Street Northeast	EMS call
92	2/6/2023	24299 Fillmore Circle Northeast	EMS call
93	2/6/2023	19079 Greenbrook Drive Northeast	Other
94	2/6/2023	2828 Viking Blvd Boulevard Northeast	Other
95	2/6/2023	Sims Road Northeast and Polk St NE	Crash
96	2/6/2023	2751 Viking Boulevard Northeast	Other
97	2/6/2023	330 Laurel Road Northeast	EMS call
98	2/7/2023	Viking Boulevard Northeast and Jackson St NE	Crash
99	2/7/2023	19131 Taylor Streets Northeast Apt 9	EMS call
100	2/7/2023	3500 190th Avenue Northeast	EMS call
101	2/7/2023	2542 225th Avenue Northeast	EMS call
102	2/8/2023	24123 Pierce Street	EMS call
103	2/8/2023	930 203rd Lane Northeast	EMS call
104	2/8/2023	19131 Taylor Street Northeast Apt 10	EMS call
105	2/8/2023	19131 Taylor Street Northeast Apt 311	EMS call
106	2/8/2023	18455 Yancy Court Northeast	EMS call
107	2/9/2023	3352 212th Avenue Northeast	EMS call
108	2/9/2023	19837 East Bethel Boulevard Northeast	Other
109	2/9/2023	18164 Hwy 65 Northeast Apt 104	EMS call
110	2/10/2023	237th Avenue Northeast and Fawn Lake Drive	Crash
111	2/11/2023	19016 Jackson Street Northeast	EMS call
112	2/11/2023	1617 214th Avenue Northeast	EMS call

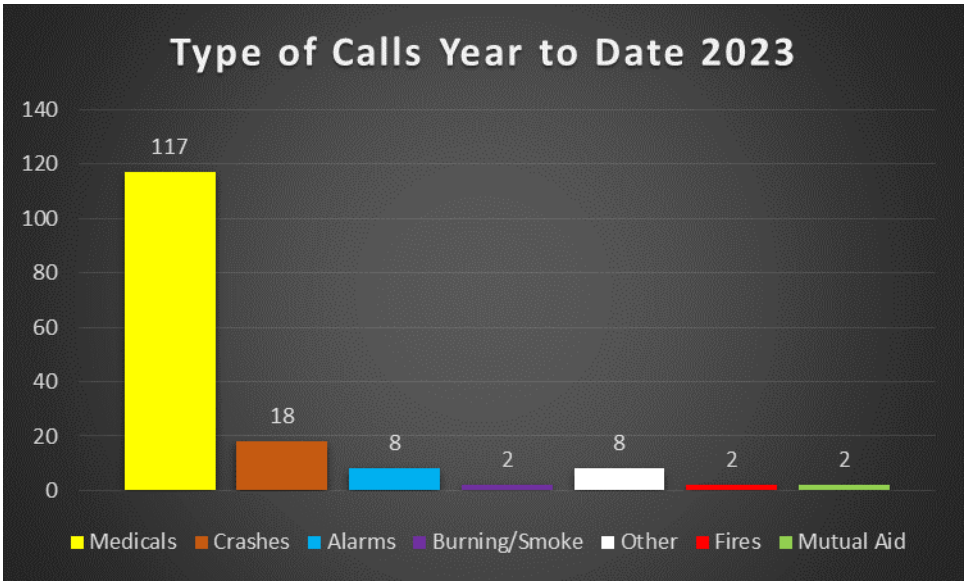
Incident No.	Incident Date	Street Address	Incident Type
113	2/13/2023	4126 Viking Boulevard Northeast	Alarms
114	2/13/2023	19131 Taylor Street Northeast Apt 2	EMS call
115	2/13/2023	19131 Taylor Street Northeast Apt 2	EMS call
116	2/14/2023	23919 Hwy 65 Northeast	EMS call
117	2/14/2023	4400 217th Avenue	Crash
118	2/14/2023	18462 Lakeview Point Drive Northeast	EMS call
119	2/14/2023	21521 Polk Street Northeast	EMS call
120	2/14/2023	23450 7th Street Northeast	EMS call
121	2/15/2023	18164 Hwy 65 Northeast Apt 31	EMS call
122	2/15/2023	24281 Fillmore Circle Northeast	EMS call
123	2/15/2023	19131 Taylor Street Northeast Apt 225	EMS call
124	2/15/2023	834 193rd Lane Northeast	EMS call
125	2/15/2023	24299 Fillmore Circle Northeast	EMS call
126	2/15/2023	4453 229th Avenue Northeast	EMS call
127	2/16/2023	3457 217th Avenue Northeast	EMS call
128	2/17/2023	18915 Yalta Street Northeast	EMS call
129	2/17/2023	19474 5th Street Northeast	EMS call
130	2/17/2023	4430 229th Avenue Northeast	EMS call
131	2/17/2023	23532 Isanti Street Northeast	EMS call
132	2/18/2023	22811 Durant Street Northeast	Burning/Smoke
133	2/19/2023	19520 Dogwood Street Northwest	Mutual Aid
134	2/20/2023	3207 Luan Drive Northeast	EMS call
135	2/20/2023	20881 Buchanan Street Northeast	EMS call
136	2/20/2023	23614 Monroe Street Northeast	EMS call
137	2/21/2023	24355 Hwy 65 Northeast Apt 92	EMS call
138	2/21/2023	24055 Fillmore Street Northeast	EMS call
139	2/21/2023	24355 Hwy 65 Northeast Apt 134	EMS call
140	2/21/2023	4453 229 Avenue Northeast	EMS call
141	2/21/2023	Viking Boulevard Northeast and Hwy 65	Crash
142	2/22/2023	19835 Viking Boulevard Northeast	Mutual Aid
143	2/22/2023	1254 219th Avenue Northeast	Crash
144	2/22/2023	705 Lakeshore Drive Northeast	Other
145	2/24/2023	Jackson Street Northeast and Viking Blvd Ne	Crash
146	2/24/2023	Hwy 65 Northeast and Viking Blvd	Crash
147	2/25/2023	18517 Everglade Drive Northeast	EMS call
148	2/25/2023	18922 Yalta Street Northeast	EMS call
149	2/26/2023	20675 Hwy 65 Northeast	Other
150	2/27/2023	24355 Hwy 65 Northeast Apt 119	EMS call
151	2/27/2023	24034 Fillmore Street Northeast	EMS call
152	2/27/2023	1214 237th Avenue Northeast	EMS call
153	2/27/2023	447 Cedar Road Northeast	EMS call
154	2/28/2023	951 193rd Lane Northeast	EMS call

Incident No.	Incident Date	Street Address	Incident Type
155	2/28/2023	2100 189th Avenue Northeast	EMS call
156	2/28/2023	20852 Buchanan Street Northeast	EMS call
157	2/28/2023	2660 Fawn Lake Drive Northeast	Alarms

83 Total calls

60 Medicals
9 Crashes
5 Alarms
1 Burning/Smoke
6 Other
0 Fires
2 Mutual Aid





City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 6.0 A - I

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approval of Bills

Item B – March 6, 2023 City Council Work Meeting Minutes
Minutes from the March 6, 2023 City Council Work Meeting are attached for your review.

Item C – March 13, 2023 City Council Meeting Minutes
Minutes from the March 13, 2023 City Council Meeting are attached for your review

Item D – Class 5 Quotes
At the February 13, 2023 City Council Meeting, council approved the 2023 Class 5 gravel road resurfacing project locations and the $40,000 budgeted amount for this work. The planned roads would require a total of 2,100 tons of class 5.

Staff has solicited and received quotes for the class 5 material and delivery and recommend the low quote for the high binder class 5 from Bjorklund Companies of $14.85 per delivered ton. This would give the project a total cost of $31,185 and $7,500 funding to cover an application of chloride to Klondike Drive.

Item E – Resolution 2023-20, Declaring 1997 Felling Trailer Surplus Property
The 1997 Felling trailer has reached the end of its useful life as a reliable piece of equipment for the City of East Bethel. Due to structural cracks and corrosion it is unlikely to pass the commercial vehicle inspection for another year of service. This trailer was originally planned and budgeted for a 12 year replacement, but due to regular maintenance and repairs, staff were able to extend this to 26 years.

The trailer would be listed for online auction on the State of Minnesota Surplus Services website, MinnBid with the funds from the sale returned to the Equipment Replacement Fund.

Item F – Purchase of Equipment, Tandem Axle Trailer
The 1997 Felling trailer has reached the end of its useful life and is schedule for replacement in 2023. This 18 foot tandem axle trailer is used to haul equipment year-round and due to corrosion issues, staff originally researched galvanized or aluminum trailers that would be more resistant to road salt, but pricing for these types of trailers was over the budgeted amount.

The 2023 Equipment Replacement Budget included $12,000 for the replacement of this trailer. Staff have received two quotes for a direct replacement of the 14,000 lb GVWR steel tandem axle trailer. A Felling FT14I trailer from Lano equipment was quoted on state contract with a price of $11,595.54. Ziegler Equipment quoted a Towmaster T-12D trailer with a price of $9,861.90.

Staff recommends the low quote form Ziegler Equipment for a Towmaster T-12D trailer for $9,861.90. This piece of equipment will meet the City's needs for 15 years.

Item G – Purchase of Equipment, Front End Loader Tires

The 2012 Caterpillar Front End Loader is in need of the replacement of all four tires. Staff has received three quotes for the tire replacement. Goodyear Commercial Tire's quoted price was $10,979.62 for Goodyear RT-3B tires. Pomp's Tire Service quoted a price of $7131 Firestone Versabuilt AP tires. Custom Cap & Tire's quoted price was $6,689.84 for Firestone Versabuilt AP tires.

Staff recommends the low quote from Custom Cap & Tire for $6,689.84.

Funds for this purchase would be provided in the Public Works Street Maintenance Fund.

Item H – Replacement Lights for City Hall Parking Lot and Grounds

Staff has received a quote to replace the City Hall Parking Lot lights with LED lights. The quote includes replacing two parking lot lights with LED lights on the existing poles and replacing two pole mounted lights in front of City Hall and the Senior Center with LED lights on the existing poles. All four of these lights that currently have bulbs that require a contractor with a bucket truck to perform bulb replacement. LED lights will provide better light quality with lower maintenance and operating costs. The quoted price to replace all four lights is $3,400. Funds for the work is available in the Government Buildings Operation Fund.

Item I – Res. 2023-21, 2023 Fee Schedule Amendment – Permit Fees for Chickens

At the March 3, 2023 Work Meeting, City Council directed staff to amend the 2023 Fee Schedule to remove the interim use permit fee for the keeping of chickens, the administrative permit fee for the keeping of chickens and the renewal permit fee for the keeping of chickens. Attachment 6.0 I highlights those fees and approval of this item will eliminate those from the schedule.

Fiscal Impact: All items listed above requiring expenditures have approved 2023 Budget funds to cover the expenses.

Recommendation(s): Staff recommends approval of the Consent Agenda as presented.

City of East Bethel
March 27, 2023
Payment Summary

Payments for Council Approval

Bills to be approved for payment	$88,132.05
Electronic Payroll Payments	$42,680.15
Payroll City Council - March 15, 2023	$2,232.90
Payroll Fire Department - March 15, 2023	$16,458.41
Payroll City Staff - March 16, 2023	$46,127.28
Total to be Approved for Payment	$195,630.79

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	9646201054	Grainger	615	49851	$7.28
Arena Operations	Bldg/Facility Repair Supplies	1412556	Johnstone Supply	615	49851	$66.82
Arena Operations	Electric Utilities	032123	Connexus Energy	615	49851	$2,568.73
Arena Operations	Gas Utilities	820580123	Xcel Energy	615	49851	$3,642.40
Arena Operations	Information Systems	B230315J	Anoka County Treasury Dept	615	49851	$75.00
Building Inspection	Motor Fuels	24114118	Mansfield Oil Company	101	42410	$202.47
Building Inspection	Office Supplies	IN4123897	Innovative Office Solutions	101	42410	$51.69
City Administration	Information Systems	B230315J	Anoka County Treasury Dept	101	41320	$75.00
City Administration	Office Equipment Rental	INV2245736	Metro Sales Inc.	101	41320	$517.00
City Administration	Printing and Duplicating	23-30691	Riteway Business Forms	101	41320	$440.28
City Administration	Professional Services Fees	M28062	TimeSaver Off Site Secretarial	101	41320	$712.00
City Administration	Telephone	763Z100035 03	CenturyLink	101	41320	$151.42
Engineering	Architect/Engineering Fees	50299	Hakanson Anderson Assoc. Inc.	101	43110	$402.50
Engineering	Architect/Engineering Fees	50300	Hakanson Anderson Assoc. Inc.	101	43110	$865.42
Finance	Professional Services Fees		Anoka County	101	41520	$328.97
Finance	Professional Services Fees		Anoka County	101	41520	$1,402.32
Fire Department	Bldg/Facility Repair Supplies	90923	Menards Cambridge	101	42210	$18.98
Fire Department	Bldgs/Facilities Repair/Maint	6536	Alex Air Apparatus, Inc.	101	42210	$1,081.14
Fire Department	Bldgs/Facilities Repair/Maint	06202679	Rogers Electric	101	42210	$474.02
Fire Department	Bldgs/Facilities Repair/Maint	130071297	Summit Fire Protection	101	42210	$67.00
Fire Department	Conferences/Meetings		Ben Uden	101	42210	$41.33
Fire Department	Conferences/Meetings	6065	F.I.R.E.	101	42210	$600.00
Fire Department	Dues and Subscriptions		Rodney Sanow	101	42210	$150.00
Fire Department	Electric Utilities	032123	Connexus Energy	101	42210	$8.09
Fire Department	Electric Utilities	032123	Connexus Energy	101	42210	$110.42
Fire Department	Electric Utilities	032123	Connexus Energy	101	42210	$231.38
Fire Department	Electric Utilities	032123	Connexus Energy	101	42210	$541.17
Fire Department	Fire Pension Contrib.-State		East Bethel Fire Relief	101	42210	$4,000.00
Fire Department	Gas Utilities	820580123	Xcel Energy	101	42210	$3,391.16
Fire Department	General Operating Supplies	13540	ALTA Honors	101	42210	$18.00
Fire Department	General Operating Supplies	90582	Menards Cambridge	101	42210	$168.17
Fire Department	Information Systems	B230315J	Anoka County Treasury Dept	101	42210	$75.00
Fire Department	Motor Fuels	24105103	Mansfield Oil Company	101	42210	$262.85
Fire Department	Motor Fuels	24114118	Mansfield Oil Company	101	42210	$322.11
Fire Department	Motor Fuels	24114127	Mansfield Oil Company	101	42210	$247.44

City of East Bethel
March 27, 2023
Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Fire Department	Safety Supplies	310284	Aspen Mills, Inc.	101	42210	$248.50
Fire Department	Safety Supplies	310869	Aspen Mills, Inc.	101	42210	$163.85
Fire Department	Safety Supplies	951737	Ham Lake Hardware	101	42210	$14.04
Fire Department	Telephone	763Z100035 03	CenturyLink	101	42210	$85.64
Fire Department	Telephone	763Z100035 03	CenturyLink	101	42210	$116.84
Fire Department	Telephone	13299700113216	Midcontinent Communications	101	42210	$20.25
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	455408-02-23	Premium Waters, Inc.	101	41940	$27.45
General Govt Buildings/Plant	Cleaning Supplies	IN4118963	Innovative Office Solutions	101	41940	$43.68
General Govt Buildings/Plant	Electric Utilities	032123	Connexus Energy	101	41940	$16.84
General Govt Buildings/Plant	Electric Utilities	032123	Connexus Energy	101	41940	$129.78
General Govt Buildings/Plant	Electric Utilities	032123	Connexus Energy	101	41940	$864.36
General Govt Buildings/Plant	Gas Utilities	820580123	Xcel Energy	101	41940	$974.68
General Govt Buildings/Plant	General Operating Supplies	5148868479	CINTAS	101	41940	$26.98
MSA Street Construction	Architect/Engineering Fees	50295	Hakanson Anderson Assoc. Inc.	402	40200	$632.50
MSA Street Construction	Architect/Engineering Fees	50297	Hakanson Anderson Assoc. Inc.	402	40200	$2,723.50
Park Maintenance	Clothing & Personal Equipment	1107882	Chet's Shoes Inc.	101	43201	$237.99
Park Maintenance	Clothing & Personal Equipment	4149280641	Cintas Corporation	101	43201	$28.75
Park Maintenance	Clothing & Personal Equipment	4149987516	Cintas Corporation	101	43201	$29.81
Park Maintenance	Clothing & Personal Equipment		Cody Cheney	101	43201	$207.99
Park Maintenance	Clothing & Personal Equipment		Morgen Mueller	101	43201	$97.50
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$36.80
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$29.73
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$14.50
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$14.50
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$36.80
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$14.50
Park Maintenance	Electric Utilities	032123	Connexus Energy	101	43201	$16.71
Park Maintenance	Motor Fuels	24105103	Mansfield Oil Company	101	43201	$505.48
Park Maintenance	Motor Fuels	24114118	Mansfield Oil Company	101	43201	$276.10
Park Maintenance	Motor Fuels	24114127	Mansfield Oil Company	101	43201	$475.85
Park Maintenance	Other Equipment Rentals	MP218892	LRS	101	43201	$75.00
Park Maintenance	Personnel Advertising	936353	ECM Publishers, Inc.	101	43201	$280.80
Park Maintenance	Personnel Advertising	937455	ECM Publishers, Inc.	101	43201	$210.80
Payroll	Insurance Premium	04 2023	Dearborn Group	101		$1,969.35
Payroll	Insurance Premium	RIS0004818073	Delta Dental	101		$51.04
Payroll	Insurance Premium	RIS0004818073	Delta Dental	101		$684.47
Payroll	Insurance Premium	265865690241	Medica	101		$8,934.68
Payroll	Insurance Premium	436200042023	NCPERS Group Life Ins	101		$80.00
Payroll	Union Dues	03 2023	MN Public Employees Assn	101		$351.00
Planning and Zoning	Architect/Engineering Fees	50293	Hakanson Anderson Assoc. Inc.	101		$630.00
Planning and Zoning	Architect/Engineering Fees	50293	Hakanson Anderson Assoc. Inc.	101		$210.00
Planning and Zoning	Architect/Engineering Fees	50294	Hakanson Anderson Assoc. Inc.	101		$3,136.00
Planning and Zoning	Legal Notices	938086	ECM Publishers, Inc.	101	41910	$107.50
Planning and Zoning	Legal Notices	938088	ECM Publishers, Inc.	101	41910	$79.12
Recycling Operations	Electric Utilities	032123	Connexus Energy	226	43235	$72.52
Recycling Operations	Gas Utilities	820580123	Xcel Energy	226	43235	$259.44

City of East Bethel
March 27, 2023
Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Recycling Operations	Other Equipment Rentals	MP218893	LRS	226	43235	$75.00
Recycling Operations	Professional Services Fees		Freimuth Enterprises LLC	226	43235	$52.00
Sewer Operations	Electric Utilities	032123	Connexus Energy	602	49451	$177.54
Sewer Operations	Electric Utilities	032123	Connexus Energy	602	49451	$73.52
Street Capital Projects	Architect/Engineering Fees	50298	Hakanson Anderson Assoc. Inc.	406	40600	$8,962.50
Street Maintenance	Architect/Engineering Fees	50296	Hakanson Anderson Assoc. Inc.	403	43220	$483.00
Street Maintenance	Bldgs/Facilities Repair/Maint	4149280641	Cintas Corporation	101	43220	$7.84
Street Maintenance	Bldgs/Facilities Repair/Maint	4149987516	Cintas Corporation	101	43220	$8.13
Street Maintenance	Bldgs/Facilities Repair/Maint	455408-02-23	Premium Waters, Inc.	101	43220	$27.45
Street Maintenance	Clothing & Personal Equipment	4149280641	Cintas Corporation	101	43220	$28.76
Street Maintenance	Clothing & Personal Equipment	4149987516	Cintas Corporation	101	43220	$29.82
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$537.76
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$5.25
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$37.65
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$112.34
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$30.51
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$441.70
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$71.56
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$160.96
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$106.14
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$12.31
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$40.74
Street Maintenance	Electric Utilities	032123	Connexus Energy	101	43220	$31.50
Street Maintenance	Equipment Parts	1539-176063	O'Reilly Auto Stores Inc.	101	43220	$97.67
Street Maintenance	Gas Utilities	820580123	Xcel Energy	101	43220	$6,172.18
Street Maintenance	Motor Fuels	24105103	Mansfield Oil Company	101	43220	$1,253.61
Street Maintenance	Motor Fuels	24114118	Mansfield Oil Company	101	43220	$119.64
Street Maintenance	Motor Fuels	24114127	Mansfield Oil Company	101	43220	$1,180.12
Street Maintenance	Motor Vehicles Parts	314216	Auto Nation Inc.	101	43220	$77.44
Street Maintenance	Motor Vehicles Parts	1-108044-01	Country Side Services	101	43220	$108.76
Street Maintenance	Motor Vehicles Parts	001-1716440	Force America Distributing LLC	101	43220	$238.24
Street Maintenance	Motor Vehicles Parts	C241401895:01	I State Truck Inc.	101	43220	$44.38
Street Maintenance	Motor Vehicles Parts	397708	Standard Spring Parts	101	43220	$66.88

City of East Bethel
March 27, 2023
Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Street Maintenance	Safety Supplies	5148868479	CINTAS	101	43220	$136.30
Street Maintenance	Street Maint Materials	1150851	Compass Minerals	101	43220	$4,208.35
Street Maintenance	Street Maint Materials	1151629	Compass Minerals	101	43220	$4,207.49
Street Maintenance	Street Maint Materials	90642	Menards Cambridge	101	43220	$277.20
Street Maintenance	Street Maint Materials	Credit	Menards Cambridge	101	43220	($174.93)
Street Maintenance	Street Maint Materials	72346	Unique Paving Materials Corp	101	43220	$249.00
Street Maintenance	Street Maint Materials	72555	Unique Paving Materials Corp	101	43220	$333.66
Street Maintenance	Street Maint Materials	72606	Unique Paving Materials Corp	101	43220	$438.24
Street Maintenance	Street Maint Materials	010977	Winnick Supply	101	43220	$68.81
TIF 1-2	Professional Services Fees		Anoka County	436	43600	$509.26
TIF 1-3	Professional Services Fees		Anoka County	437	43700	$1,195.06
TIF 1-3	Professional Services Fees	93547	Ehlers	437	43700	$490.00
TIF 1-4	Professional Services Fees		Anoka County	438	43800	$463.54
TIF 1-4	Professional Services Fees	93546	Ehlers	438	43800	$300.00
TIF 1-5	Professional Services Fees		Anoka County	439	43900	$463.54
Water Utility Operations	Bldg/Facility Repair Supplies	90660	Menards Cambridge	601	49401	$14.93
Water Utility Operations	Chemicals and Chem Products	6423183	Hawkins, Inc	601	49401	$90.00
Water Utility Operations	Conferences/Meetings		Jason Hehir	601	49401	$14.50
Water Utility Operations	Electric Utilities	032123	Connexus Energy	601	49401	$307.77
Water Utility Operations	Electric Utilities	032123	Connexus Energy	601	49401	$90.90
Water Utility Operations	Electric Utilities	032123	Connexus Energy	601	49401	$1,047.32
Water Utility Operations	Gas Utilities	5937869-5 3	CenterPoint Energy	601	49401	$233.23
Water Utility Operations	Gas Utilities	9541753-1 3	CenterPoint Energy	601	49401	$250.64
Water Utility Operations	Professional Services Fees	1746	Freedom Lawn Service	601	49401	$820.00
Water Utility Operations	Professional Services Fees	567	Superior Control Systems	601	49401	$2,172.10
Water Utility Operations	Telephone	763Z100035 03	CenturyLink	601	49401	$70.95
Water Utility Operations	Telephone	763Z100035 03	CenturyLink	601	49401	$154.64
Water Utility Operations	Telephone	763Z100035 03	CenturyLink	601	49401	$197.22
						$88,132.05

Electronic Payroll Payments

Payroll	PERA	$9,937.75
Payroll	Federal Withholding	$7,258.32
Payroll	Medicare Withholding	$2,783.98
Payroll	FICA Tax Withholding	$10,945.94
Payroll	State Withholding	$3,768.27
Payroll	MSRS/H.S.A./HCSP	$7,985.89
		$42,680.15

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL WORK MEETING

March 6, 2023

The East Bethel City Council met on March 6, 2023, at 7:00 p.m. for the regular City Council Work meeting at City Hall.

MEMBERS PRESENT:	Tim Harrington	Brian Mundle	Kevin Lewis
	Tim Miller	Jim Smith	

ALSO PRESENT: Jack Davis, City Administrator
Eric Larson, City Attorney

1.0 – Call to Order

The March 6, 2023, City Council meeting was called to order by Mayor Harrington at 7:00 p.m.

2.0 – Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda. Lewis stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

3.0 – City Attorney Report and Discussion

Davis presented the staff report indicating staff was requested to research items related to the legitimacy of the vote that approved the 2010-2011 City Water and Sewer project; and means by which departing City Councils could be limited to encumbering certain types of debt for capital projects on incoming Councils.

Davis stated this matter has been referred to the City Attorney for opinion on both questions.

Larson summarized his report.

Lewis stated he understood that City Councils cannot tie the hands of future Councils, but could it be accomplished by a citizen referendum. Larson responded he was not able to find any way in which to do so. He noted referendum authority for cities was very limited. He did find that even for the home rule charter cities, that they could, but all of them have been challenged and it was a minefield for challenges. He stated he looked into this and he could not find a solution for further exploration. He noted they might be able to look at additional procedures through an ordinance, but even then that would be easily changed through an ordinance majority vote.

Lewis stated he did not like the conclusion, but he understood the limitations. He indicated it was amazing to him that this was doable and that the citizens did not have any recourse.

4.0 – Ordinance Discussion: Ch. 10, Article V, Farm Animals Amendment

Davis presented the staff report indicating staff was requested by Council to develop a proposal for discussion of amendment to City Ordinance, Chapter 10, Article V, Farm Animals as to the keeping of chickens in platted subdivisions on lots of less than 3 acres and any other concerns with the ordinance.

Davis stated this matter was presented to City Council on February 27, 2023 for discussion. City Councilperson Miller requested the ordinance be reviewed for additional revisions beyond the

recommendation of exempting chickens from the animals regulated by the ordinance on lots in platted subdivisions of less than three acres.

Davis requested Council discuss potential revisions to the ordinance and provide direction to staff regarding any proposed changes to City Ordinance, Chapter 10, Article V, Farm Animals.

Smith stated he wanted to add roosters for anyone who is allowed to have chickens.

Mundle noted a lot of other communities did not allow roosters. Smith responded he did not care what the other communities did and people should have the right to have whatever they wanted and roosters were not a big deal.

Harrington stated people can have all of the chickens they want and would Smith take all of the complaints for the roosters who are making noise at 5 a.m. Smith responded he would take all of the complaints.

Mundle noted roosters made noise all day and not just in the morning. Smith stated he did not care. He heard it all of the time and it did not bother him at all.

Mundle stated it might not bother Smith, but it might bother other people and they had to look at this from two viewpoints.

Miller stated with respect to roosters he felt the topic was open to discussion. He believed a 1.5 acre wasn't too light and he would not be opposed to an acre and a half. Davis stated generally in the rural residential subdivisions lot sizes are two acres. They could say in the areas zoned rural residential. Smith agreed this was okay.

Mundle asked if a chicken coop an accessory structure. Davis responded it was not unless it was more than 200 square feet.

Mundle pointed out that it did not specifically state this, which might be a nuance of the wording. He recommended wording such as chicken coops larger than 200 square feet shall be considered an accessory structure and shall meet all accessory structure requirements.

Miller believed they might want to add chicken in front of coops, but coops was self-explanatory. Mundle stated he might have misspoken when he said chicken and they could keep just coops. Davis suggested additional wording which Council agreed on.

Mundle asked on item B why was that being stricken. Miller stated he did not know why people would want chickens inside their home. Mundle agreed but noted people kept all kinds of things inside their homes.

Mundle stated if it was specified here as a rule, there might be a reason why it was put in. Miller stated he had no objection to it being left in.

Mundle stated if they left this in, then it would address the situation if it ever came up. Miller stated they might as well keep it.

Mundle inquired about the complaints. He believed they needed language if there were complaints from neighbors that there was some recourse.

Miller believed if a complaint was filed the Council would need to deal with it, but he believed the neighbors should be able to handle this also. He did not want the City walking on people's property inspecting things. He noted it was one of those areas that they were hoping people who raise chickens are respectful to their neighbors and their neighbors are respectful to them and they can work things

out. He understood there might be some complaints but he wanted to believe that the neighbors could deal with it.

Mundle agreed that the neighbors had the best of intentions.

Lewis asked if the City was doing away with permits. Miller responded that was correct. Lewis noted there would then be no permit fees.

Mundle noted with every rule there can always be people who don't follow them. Miller responded there might be and the Council would have to deal with it just like everything else when something was changed. He wanted the people who live in the country and had the space to do it to be able to whatever they wanted with their space and not have to worry about somebody coming behind them. He wanted neighborhoods to be able to handle things themselves.

Davis stated the City has received one or two complaints over the years and have issued four chicken permits since the Ordinance has been adopted. He noted they have issued 12 permits for domestic farm animals, but only 4 exclusive to chickens since 2015.

Lewis stated the issue they were dealing with is, what the balance in government is. He stated they can't mitigate every situation and how did they strike that balance without having an oppressive type of government. He believed if there were going to be complaints about anything it would not be about the manure piles but rather the roosters as they are noisy all day long.

Davis stated the two complaints he remembers were about chickens running loose off the property. He stated he has heard people complain about roosters but they are just doing so in general terms and have never filed an official complaint with the City.

Davis asked for clarification on the acreage for roosters. Miller stated he agreed if someone had 1.5 acres they could have roosters.

Miller did not believe everyone would have 12 chickens once they found out how hard chickens are to take care of. He asked if they should lower this limit. Harrington recommended it remain at 12 as chickens can disappear due to predators.

Davis stated staff will put this on the March 27th City Council agenda.

Harrington asked if this would increase the dangerous dog situation if a dog went after somebody's chickens. Davis responded they did have a hearing regarding a dog killing chickens in which the neighbors settled among themselves.

Harrington stated he did not want to run into this type of a situation. Davis noted as long as chickens and dogs are next to each other there will always be a problem. He indicated if people kept their dogs and chickens under control there would be no issues.

5.0 – Code Enforcement Report and Discussion

Davis summarized staff's report updating Council on the status of the City's Code Enforcement cases including the following: 181 Bryant Lane, 4631 Viking Boulevard, 3320 212th Avenue, 19419 E. Tri Oak Circle, 3233 227th Lane, 22879 Staples Street, and 726 192nd Avenue.

Davis noted the resolved Code Enforcement cases for 2022.

Smith stated he was still looking at the paperwork he received on the Murphy matter. He noted he had a call into the MPCA on the septic system and was waiting to hear back from them. He indicated he did not know the property owner personally but he would get to know her once he received the information. Lewis believed this should be resolvable.

Davis noted staff was trying to work with the owners on some of these prior to it going into the legal process.

Davis stated code enforcement was one of the hardest things staff dealt with and his goal was to work with people to try and get it resolved. He indicated the last thing they wanted to do was to go to Court as it took an inordinate amount of time and money to do this. He noted for the most part, most residents that have code violations were cooperative wanted to work with the City to resolve the matters.

6.0 – Adjourn

Mundle stated I'll make a motion to adjourn. Miller stated I'll second. To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

Meeting adjourned at 8:04 p.m.

Submitted by:
Kathy Altman
TimeSaver Off Site Secretarial, Inc.

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

March 13, 2023

The East Bethel City Council met on March 13, 2023, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT:	Tim Harrington	Brian Mundle	Kevin Lewis
	Tim Miller	Jim Smith	

ALSO PRESENT: Jack Davis, City Administrator
Eric Larson, City Attorney
Aaron Berg, Interim Community Development Director

1.0 Call to Order

The March 13, 2023, City Council meeting was called to order by Mayor Harrington at 7:00 p.m.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda. Lewis stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

4.0 Presentations and Public Hearings

4.0 A Public Hearing: Ordinance Amendment – Ch. 2, Art. IV, Sec. 2-71 and Ch. 1, Sec. 1-2

Davis stated this item was introduced and discussed at the February 6, 2023 City Council Work Meeting. The discussion focused on the need to clarify the selection procedure of the City Code for Boards, Committees and Commissions and provide remedies to those situations in which Council does not confirm recommendations of appointment. This item was referred to the February 27, 2023 City Council Meeting for further discussion but was tabled to finalize a definition of "resident" for inclusion as an amendment to Chapter 1, Section 1-2. The addition of an Affidavit of Residency was added to address these concerns.

Davis indicated the only outstanding issue in the definition discussion is the days required to determine residency. The current proposal is the 183-day rule as used as a requirement of the Minnesota Department of Revenue.

Davis requested that City Council conduct a public hearing at the March 13, 2023 City Council meeting to amend City Code, Chapter 2, Article IV, Section 2-71 and Chapter 1, Section 1-2. At the conclusion of the hearing, Council is requested to consider amending the Ordinance regulating boards, committees, and commissions (Section 2-71) and Definitions and Rules of Construction (Sec. 1-2), Ordinance 2023-01 with changes, if any, to the days required to define residency.

Lewis expressed his disappointment with him showing up at the meeting tonight and getting information he had never seen before. He believed there was plenty of time to get the information to the Council. He asked why changes were still being made at the last minute. Davis responded

these were items he sent out Friday afternoon after the packet went out as staff had just received the changes.

Lewis stated he never received this information before and did not get any email. Davis stated this was a compilation of what the City Attorney recommended.

Lewis noted the changes made to Item 3 was exactly what he wanted to avoid. He stated he was getting angry and asked staff to quit making changes and to get this into a final form to the Council.

Lewis stated I'll make a motion to table this item. Smith stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

4.0 B Potentially Dangerous Dog Hearing

Davis stated that the request for the hearing relates to a bite injury incident that occurred on December 14, 2022. The Anoka County Sherriff's office reported that a German Shepherd dog owned by Steven Grubb was involved in a bite incident with Angel Nohre at 3538 228th Ave NE.

Davis indicated since the matter was apparently unprovoked, off of the owner's property, and not under the physical control by the owner, a Potentially Dangerous Dog notice was issued by the Anoka County Deputy reporting this incident and confirmed by the City Administrator. Mr. Grubb's dog was not licensed at the time of the bite and remains unlicensed as of March 9, 2023.

Davis explained what a potentially dangerous dog meant.

Davis stated pursuant to City Code Chapter 10, Article II, Dogs, Section 10-72, an animal owner is allowed to contest the potentially dangerous dog determination. In this case, Steven Grubb, the animal's owner, has requested a hearing.

Davis outlined the options the City Council had regarding this matter.

Davis outlined the requirements for maintaining the animal should the potentially dangerous dog determination be sustained per City Code.

Davis recommended that City Council conduct a hearing relating to the potentially dangerous dog determination and issue a decision regarding this incident pursuant to City Code Chapter 10, Animals, Article II. Dogs, Division 3 and any requirements for the keeping of the dog should the determination be sustained or modified.

Harrington opened the public hearing at 7:07 p.m.

Steve Grubb, 22701 East Bethel Boulevard, owner of the dog. He noted his dog was a 2 year old puppy and he was willing to comply with whatever rules and regulations the Council wanted. He stated his main issue was that everything said "unprovoked". He stated this was not unprovoked. He indicated his dog escaped from his son trying to clip him onto the chain they have and there was a coyote in the yard and his dog thought that it needed to protect his son and ran off towards the coyote. In doing so, his dog was bit in the nose and she ran towards the neighbor's yard. He stated the neighbor saw his dog and yelled, "Hey, hey, hey" and reached for her. He stated if someone yelled "hey, hey, hey", and reached for his neck he would bite them. He indicated thankfully this was just a nip on the hand and there was no skin broken. He stated the moment the neighbor yelled "Owe!" his dog got to the ground and started whining, which allowed the neighbor to grab the collar and saw the name tag on the dog. He stated all of this was told to the Deputy. He indicated he complied with everything and he was very apologetic and said he would pay for any medical bills. He was told there was no medical bills and the neighbor understands that this was a bite by a puppy. He

stated his dog was not a potentially dangerous animal. He stated his dog was the future mother of police canines. He indicated he went through a breeder in Wisconsin and all of her puppies went to police and military units. The requested the Council not kill his dog. He stated he has put her through a lot of training and they have complied with every rule. He noted they have a kennel and they have a muzzle for her. He asked the Council to not take the dog away from his children.

Mundle asked if the dog was licensed in the City. Mr. Grubb responded he was not aware that was a City Ordinance, but he would do that if required.

Davis noted Mr. Grubb had furnished vaccination records for the dog.

Nick Laudise, homeowner where the incident happened and the boyfriend of Angel Nohre who was the one bitten. He stated this was an unprovoked attack. He noted Angel was shoveling show. She did not yell at the dog until the dog came up and physically bit her at which time she yelled for the dogs to go home. He indicated neither dog had collars on at the time. He stated he had a video of this. He stated he did not want the dog to be put down, but Mr. Grubb needed to have control of his dog if she was going to be dangerous and biting people.

Lewis asked him what he would do. Mr. Laudise responded if it were him and if the dog were his, he would have put it down as the dog should never bite anyone, even if it gets loose. He stated he would not take the risk of it potentially getting out and doing this again. He asked if the dog would have a muzzle on 100 percent of the time while it was out.

Lewis noted it appeared this seemed to be mostly a control issue.

Mr. Grubb stated he was unaware that this happened to his neighbor's girlfriend. He stated the police office asked him not to contact anyone involved out of respect so he was unaware who it was. He stated he did not recognize the name. He indicated he had offered to cover any medical costs and was told there was no medical costs. He stated his dogs always wore collars and they were never taken off.

Harrington closed the public hearing at 7:14 p.m.

Lewis believed this was a control issue. He stated Mr. Grubb needed to get the dog licensed with the City. He asked if Mr. Grubb would be willing to agree to certain stipulations such as not giving his children responsibility for hooking up the dog to the chain to make sure they are properly hooked up. Mr. Grubb said he would.

Mundle noted they could ask staff, but he did not know if they can make that a legal stipulation. Lewis stated he understood they had items 1 through 8. He stated it was not constructive that Mundle disagreed with everything someone said.

Mundle stated he was not disagreeing, but these were things they can impose. Mundle noted the items that would work for this situation. Lewis did not believe some of the items would work with coyotes. He stated they could do all kinds of things, but what did Mundle recommend they do. He believed the Council was in agreement that they did not want to destroy the dog.

Mundle noted in the past if there were no marks left from the nip, past Councils have dropped the dangerous dog recommendation; others have instituted a couple recommendations and then those recommendations are held for approximately one year which after that time staff reviews and if no further incidences have occurred, then the dangerous dog label is removed. He stated in this case if they don't stipulate anything and it is dropped, this dog will still be on file for a year so there is a record of this incident happening in case of another incident with this dog. He stated with respect to

this particular dog, if Council chooses to proceed with the dangerous dog title, he recommended numbers 1, 2, 3, 5, 6, and 7.

Mundle stated I'll make a motion to uphold the potentially dangerous dog title for one year with items 1, 2, 3, 5, 6, and 7. Lewis stated I'll second. Harrington asked any discussion?

Lewis believed this was overkill, but he would support it.

To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

5.0 Public Forum

Joan Havrish asked if any thoughts have been given for a pool at the Ice Arena area. She noted there were a lot of new families with children and a pool would be amazing. She indicated Seniors would be able to do exercises also. She noted the area could be used for something more than just an ice arena. She believed this was a good area for a pool. She welcomed the new Council. Harrington requested staff forward this suggestion to the Parks Commission.

Janet Grothe, thanked the City for not having people give their addresses at the Public Forum. She stated she appreciated that and she did not understand why they had to be published in the Meeting Minutes. She stated if the City needed it, that was fine. Mundle responded it was a matter of public record and it has always been done.

Janet Grothe, asked if this was necessary. Harrington asked if they needed to have the address. Davis stated anyone can look up an address, but if this was a preference, it could be omitted.

Janet Grothe responded she would appreciate it. She noted if things got controversial sometimes, she didn't want addresses published in the Minutes.

Janet Grothe noted the City Council meeting nights are the same nights as the School Board meetings. She stated if someone wanted to get involved in both, they were forced to choose one. She asked if this could be changed.

Janet Grothe stated plowing for her street has been very good and she appreciated the City's efforts.

Janet Grothe stated at the last Public Forum she did not appreciate Mr. Krepis making it sound like some Councilmembers were invading a private business by visiting it. She noted this business was not just a private business; it was a business the City used to contract with and gave a license for so the taxpayers were funding this. She noted a lot of people had complaints and the former Council did not listen to the residents so two of the Councilmembers did take the time to listen and follow-up on resident's concerns. She wanted to make it clear that this was not just any business they were going to and the business they went to was a business who had big concerns that the Council and Mayor were ignoring and she believed those Councilmembers were being responsible in listening to the residents. She appreciated that.

Janet Grothe appreciated that the Public Forum was not at the beginning and that it was recorded. She appreciated the new Councilmember's fresh outlooks and considerations of things that have always been done the way they have been done.

Suzanne Erkel stated she was here to put the whole censorship thing to rest. She noted something happened years ago and people still wanted to bring it up. She stated she was never trained or mentored that she could not do it. She noted she went to the League of Minnesota Cities and they never said anything about it. She stated her side of the story never got told and when she tried to tell it, she was interrupted and not allowed to explain it.

Ms. Erkel stated she went there because they had dozens of complaints over and over at the Open Forum but the City kept saying they had not received any complaints. She indicated this did not make sense when people were complaining at the Public Forum but nothing was being done. She stated she went there and she had asked for Jim Smith to attend because while she had OSHA experience she did not know the construction side of things and she wanted his professional opinion.

Ms. Erkel stated she called for a CSO and she did not ask for 2 officers, but her friend who was an officer came and he apologized to her. She wished she would have insisted that apology be made in the public because maybe things would have been different. She noted her plan was to go knock on her door and she asked for an officer because she knew she had a conceal and carry and she saw her reach back and tap her weapon once when somebody said something she didn't like to her. Another resident told her that she did that to them also.

Ms. Erkel stated she did not believe she would have attacked her, but there was a possibility that her gun could have accidently went off and that was the reason she asked for a CSO officer.

Ms. Erkel stated she left there and she never left the easement. She noted the officer was in front of her and she never got to talk to her or say anything because the other officer meddled where she should not have. She stated the IUP said a City official could go there and that was her interpretation. She indicated she knew the IUP has been changed since then.

Ms. Erkel stated when she listed to the previous Mayor Voss and other Councilmembers always talking about people they spoke to and places they went to see, why she could not think she could do this.

Ms. Erkel indicated in the past couple of meetings she has been taken out of context by Mr. and Mrs. Krepis; she has been misrepresented and derogatory comments have been made. She stated she had never said she went to inspect and there were a bunch of other things she has been taken out of context. She stated people should not read the Minutes; they should watch the video because the Minutes are an abbreviation of what was said.

Ms. Erkel thanked the Council with their bold moves and a lot of residents have called her and told her the Council has been doing a good job.

Gayle Murphy handed out documents to Council and the City Attorney. Ms. Murphy stated she was very upset and frustrated by the misconception, false, and misleading information that is continuing to be perpetuated in regard to her situation involving her property.

Ms. Murphy stated the damage, defamation of character, and the dragging on of the situation is outrageous and it should not ever gotten to this point for this length of time.

Ms. Murphy stated in 2015, this situation began and with any Ordinance violation they had a right to an appeal hearing of which she requested within ten days of when it happened. Immediately, she knew there were issues with the citation issued. She indicated she was never given a hearing in the entire 8 years.

Ms. Murphy noted this came about from her trying to get a hearing to her ignoring the situation and the Council. However, three weeks prior to receiving the citations, she had been in and had spoken with Mr. Schmidt and three weeks following that she was issued 11 criminal counts for issues that were closed in the City record.

Ms. Murphy pointed out that in the packet she gave Council there was a report that showed the citations she was issued were closed. She stated this progressed forward and she went to Court where it was alleged that it was dismissed because it was beyond the Statute of Limitations. She

stated this was not true and pointed out that the first document on the cover page in the packet she gave Council, it spoke about why it was dismissed and it said it was "in the interest of justice." She noted the Statute of Limitations was already expired prior to them charging her. She noted the date of the offense was February 6, 2015 and when the citation was issued they created a date of December 8, 2017.

Lewis asked if this was currently being litigated and in Court. Ms. Murphy responded no, it wasn't. Lewis asked when she asked for a hearing was she told why they didn't give her one. Ms. Murphy responded no. She noted there was one point in time where she went to a Town Hall meeting and had brought it up publicly and later Jack had said because they didn't ask for it, there was an error in the request. She noted this was months and months after the request.

Lewis stated this was why he has been advocating for a special master to review all of the details. He indicated the Council was not set up to do this. Ms. Murphy stated she understood that.

Lewis did not think Ms. Murphy would get a proper hearing and come to a resolution. Ms. Murphy stated she wanted to bring up a few points because she did not believe that this Council had heard them.

Lewis noted this was the problem. He stated he was familiar with her case and several others like it and they swirled around because there was nobody defining the boundaries and they just had to whittle it down until they get some nugget. Ms. Murphy responded that was exactly the issue and it needed to stop. She noted this has a 3 year Statute of Limitations and they can pick a date of whether it is the fake date of December 8, 2017. She noted this situation was dismissed and if they look into what it means it's not because of the Statute of Limitations as it was already beyond the Statute of Limitations. At the point when it was dismissed, there was 2 years and 8 days had passed and that would still have allowed time for it, but they dismissed it because it was going to go to Court and at that point in time, all of that information would have come out. She believed that is why they have been avoiding a hearing because this information and details will come out.

Ms. Murphy requested the Council look through the documents she gave them. She noted when the issue was dismissed in 2019 that should have been the end of it and it should not have been started up again. She indicated when a Statute of Limitations was over, it was done.

Ms. Murphy stated after the inspection, none of them warrant or support what is being asked of her at this time. She indicated this caused her family extreme emotional and financial distress because of this.

Lewis asked if Ms. Murphy wanted to get this resolved and what in her opinion did the City need to do. Ms. Murphy responded this should be over.

Lewis asked again what the City needed to do other than forget about everything. Ms. Murphy responded this needed to be dropped as there was no basis. She noted the City had to follow the law and act lawfully and there were Statutes of Limitations for a reason.

Ms. Murphy noted this summer they conducted an inspection which lasted 18 minutes and there were allegations made that there was such heavy contents in her house that they were unable to fulfill the inspection, but she believed that was untrue.

Ms. Murphy stated the reason she was here and absolutely dumbfounded was because it was ridiculous this type of thing was happening and it should not happen to her or anyone who lived in the City. She noted Jack gave her an entire list of things and then there was the implication that she hadn't responded, but she had responded with a letter which stated she was contesting and

objecting to the things being requested of her and she stated why. She noted Jack stated everything from here forward before this was being based on his decision so she asked him to clarify what it was he wanted her to do and why. She read from a document as to what Davis had written to her regarding the recent inspection. She noted in Mr. Schroeder's report it did note most of what Davis was talking about and if Council looked at the search warrant, they spoke about looking for work done without a permit and not to Code. She stated on that report, it did not say anything about work done without a permit. She stated her railing had been repaired, but she continued to receive documents from the City that if she did not comply she would have additional citations issued.

Lewis stated the last thing he heard from Davis was that if she had a proper inspection of her septic system and pay the permit fees without penalties for any work that has been done, the City will call it good. Ms. Murphy stated she had not received anything like that.

Davis stated in corresponding emails to Ms. Murphy that was the offer made to her, which was after the document she was reading from. He stated he would get Ms. Murphy those emails if she did not receive them.

Lewis believed this would be Ms. Murphy's best option. Ms. Murphy stated she fought this out of principal for 8 years and at this point if the City was asking for a lot of things and wanting to rip open her walls without proof.

Lewis noted it was difficult for the Council have this river of information come to them and it was not easy for them to solve it out and pull it together. Ms. Murphy asked what she was supposed to do.

Lewis stated they can't get back to 2015 and start life over and they can't bury themselves in he said/she said stuff that goes into an endless circle. He asked the City Attorney how they defined the reality and other stuff that was not important.

Ms. Murphy stated at the last Council meeting things were said that were untrue. Lewis stated they would be getting to stuff like this in a few minutes as to how things are represented in the City.

Ms. Murphy asked how they had a City Administrator who did this. Lewis noted this was he/said, she/said and he had seen the latest offer Davis had shown to him which was real and he thought it was a reasonable solution. He stated he was advocating for her but there had to be a meeting place somewhere.

Ms. Murphy stated she felt she was being called out. Lewis responded he was trying to figure out how to help her.

Ms. Murphy stated she has been stuck with this for 8 years and the new Council has only been dealing with it for a couple of months and very minimal. Lewis stated he wanted to resolve things and dragging this on forever was pointless.

Lewis believed some people misbehaved towards her in the past, but whether it was Davis or not he did not know. However, this was unfortunate and they needed to move forward.

Ms. Murphy asked if they didn't have to hold their people accountable when these things happened. Lewis stated if everyone sought revenge for ever wrong done, they would never end up living their life but would end up living every wrong done. He stated she had a life to live, or she could worry about everything anyone ever said to her.

Ms. Murphy stated that was not where she was at, but she wanted these past 8 years to matter and at the end of it, there was something that would prevent someone else from going through what she has had to go through. Lewis stated he did not want to see the residents abused by the City.

Ms. Murphy stated this will happen again if people are not held accountable if they don't identify where the mistakes and abuses of power happen. Lewis stated she seemed very concerned with retribution.

Mundle noted they were far over 3 minutes and this would not be solved right now. He offered a future suggestion could be that Davis look into getting an arbitrator of this. Ms. Murphy stated she wanted it dropped now and requested the Council review the documents she handed out tonight before saying anything further.

Lewis stated he had also received a packet from Christine Dahlman with Ms. Murphy's information also. He stated they had to get an arbitrator involved in this who didn't have a vested interest and only looked at the facts and information. Mundle agreed this would be a good opportunity for evidence to be heard and facts brought forth. He noted this would not get solved right tonight.

Ms. Murphy stated she was under the impression there was an Ordinance that allowed for hearings. She did not understand why she has been abandoned by certain Councilmembers when she has asked for a hearing, but now she is getting sent to somebody else when she has been waiting for 8 years for an opportunity to present this.

Lewis noted an arbitrator was better than having a hearing as it was focused on resolving the matter. Ms. Murphy stated she needed time to look into this.

Lewis stated they needed time to identify such a party and make a recommendation to her. Ms. Murphy believed there was an Ordinance in place to do this.

Lewis stated the Ordinance has been there the entire time and had it done the job. Ms. Murphy stated it had yet to happen.

Lewis asked if the Ordinance did anything for her the past 8 years. Ms. Murphy asked if it was in the Ordinance and she has applied for a hearing multiple times, she thought it would happen.

Lewis noted they were trying to come up with an alternative for Ms. Murphy.

Harrington stated Ms. Murphy's three minutes were up a while ago and Council was going to move on.

Mundle asked staff to contact the previous individual the City has used who is independent and who will review everything. He noted this person has no association with the City and this person would get paid no matter what decision he came up with. Lewis suggested using this person for other cases also.

Davis noted this is called an Administrative Hearing and the hearings officer they used was an attorney out of Coon Rapids.

Christine Dahlman stated when Gayle Murphy came up here, the audio was shut off and now that Ms. Murphy was done speaking that audio person can turn it back on. Harrington stated if it was shut off, they can get it back.

Ms. Dahlman stated she found it interesting that it shut down for Ms. Murphy. Harrington stated they have had problems with audio before.

Ms. Dahlman stated she was well aware of things not being recorded in this City and she found it troubling that for Ms. Murphy it was shut off. Lewis acknowledged that was troubling.

Ms. Dahlman stated the reason she was here was that she brought up at the last meeting that the Council was in violation of the Open Meeting Law and have been for quite some time. She asked if

the packet was a public packet. She stated she has been to several Council meetings where she wanted to look at a packet and no public packet was made available. She indicated they had to have a public packet available at every Council meeting and she expected that to get corrected. She stated she could sue the City for every offense that has occurred in the amount of $300 but that was not her intention. She stated she wanted to see Davis a competent job.

Ms. Dahlman stated she watched the Council's Work Meeting and she did not understand why Davis refused to tell the truth but he doesn't. She noted Davis had stated there were no rails or guards up or down. She showed the pictures from the inspector. Davis stated there were no rails when it was first inspected and that was his statement. He indicated the rails in the pictures did not meet Code.

Ms. Dahlman stated the house did not need to meet Code and that was not the way Davis said this at the meeting where he said there were no rails or guards. Davis stated the rails he referenced were from 2015 and not from later. He stated when he was called a liar, he would defend himself.

Ms. Dahlman stated Davis did not tell the entire truth or that it was from the 2022 inspection. She stated she also questioned why the inspector's photos were not dated. She asked who told Mr. Schroeder that this property was not currently being rented. She noted Ms. Murphy had not said that and it was not on the body cam footage that she did say it, but they did have an email to Schroeder from Davis who asked if they could get together as things had to be added.

Ms. Dahlman believed the intention of the City was to tear down Ms. Murphy's home due to the condition of the dwelling. She noted some IUP/CUPs were being filed with the County and some not as she went to the County to research this. She noted there was a resident who lives on East Shore Lake Drive who put up a shed where it should not have been put and the inspector told him to take it down and remove the electric, but that person did not do anything and then two years later he got a variance to keep it. She indicated the City picked and chose who had to follow the rules.

Lewis asked when this happened. Ms. Dahlman responded in 2022. She questioned documents either being created or destroyed.

Lewis stated he wanted to find a manner in which to deal with items and get them resolved rather than an endless river to "stuff".

Ms. Dahlman asked where all of the roads pointed back to. Lewis stated he didn't know. Ms. Dahlman responded they all pointed back to Davis.

Lewis stated Council wanted to seek resolution to situations. Ms. Dahlman stated with respect to Ms. Murphy she understood why she was hesitant to proceed with an independent person as it was supposed to be an independent inspector also.

Glenn Terry asked what happened with the public hearing. Harrington stated it was tabled and it would be brought up at the next meeting.

Mr. Terry stated there appeared to be antagonistic attitude toward Commissions and Commission members by Lewis unnecessarily refusing unanimous votes to recommend a person to fill a vacancy. He stated there was a lot of disrespect shown at a previous meeting towards the Commissions also. He stated this was exasperated at the last Planning meeting when they had a vote for who would replace Ms. Krepis. They interviewed 2 applicants and after they unanimously chose Ms. McLaurin to fill the seat but upon his recommendation they waited because the third applicant was not there until the end of the meeting but he did not show up. He stated the other applicant interviewed had strong presence and good background, but he thought his experience was suited for the EDA rather than the Planning Commission. He noted this person was more of a data analysis person and social media was

his expertise. He stated there were some bias he did not think would serve well with the public on a broad range of issues, so his vote was for someone who had experience, had good relationships with people, and had been on both Council and Planning.

Mr. Terry noted the reason he was bringing this up was because during the two previous situations where recommendations were made they had been totally dismissed by a majority of the Council. He stated his point was that after they announced the vote for Ms. McLaurin, the Council Liaison Lewis walked out. He noted the Council Liaison's job was the next thing on the agenda which was the Council report. He asked if somebody has a disrespectful attitude and is unwilling to fulfill their duty as liaison, would the Commission have somebody else that will give the report which was their job.

Lewis asked if he watched the Council meetings. Terry responded he tended not to.

Lewis stated the City spends thousands and hundreds of thousands of dollars for the media center. He stated he was not going to give any more Council reports to the Planning Commission and he shouldn't have to as the Commissioners should watch the City Council meeting to find out what the Council was doing. He stated it didn't make any sense as to why he needed to give a Council report. He understood what Mr. Terry was saying but he did not feel personally responsible for accounting about his health to him. He noted he did not feel well and he believed he left before the vote was held. However, he did not think he had to give an accounting of his behavior to Mr. Terry.

Mr. Terry responded he didn't have to answer to him personally but to the entire Commission. Lewis stated this wasn't a matter of disrespect. It would have been a matter of disrespect if he had stayed in the room and threw up on the floor.

Mr. Terry responded that was a convenient excuse but he stayed for the entire interview. Lewis stated he was still recovering from what he had.

Mr. Terry noted Lewis didn't even say he had to leave. Lewis stated he did not want to open his mouth when he was in the room. Mr. Terry understood what he was saying, but what he said did not comport with it.

Lewis stated he didn't care if he interpreted it the same way or saw the same thing. He stated Mr. Terry saw what he saw, and he saw what he saw. He stated he respected Mr. Terry as a citizen and as a member of the Planning Commission, but he was not accountable to him and Mr. Terry was not accountable to him.

Mr. Terry stated Lewis just confirmed the bias he was talking about. He noted Lewis didn't intend to do a Council report. Lewis stated it was redundant and if he gave a report the Commission was at the mercy of him leaving things out because he might not remember everything.

Mr. Terry stated the report is not just to reiterate what went on at Council, but Lewis was the liaison and that was his opportunity to communicate with the Commission and if they have questions for him, which they might have based on a previous Council meeting.

Lewis stated he would ask the Commissioners if anyone had any questions. Mr. Terry recommended a Councilmember be appointed who would actually show the Commission the respect and do the job that the liaison does.

Lewis stated he believed there might be some interesting developments coming up for the Commissions if the Open Forum ever gets closed.

Mr. Terry responded he wouldn't be surprised and that was part of what he wanted to address. He read from the Ordinance where it said that a Commissioner could be removed from the Council by a majority vote of the Council.

Lewis noted that had been in the Ordinance previously. Mr. Terry recommended this be a unanimous vote of the Council.

Lewis responded no. Mr. Terry asked if Council would hear his reason for this. Lewis responded he knew exactly what his reason was to make a super majority so it was more difficult to be removed.

Mr. Terry stated that was not his reason, but rather a person gets removed when they do some egregious act so that everyone can agree that the person can be removed.

Lewis asked when the last time was the Council removed a member of the Planning Commission. Mr. Terry responded it was Jim Smith. He asked if it was right for people who had a certain agenda to remove somebody. Lewis responded that was why there were elections.

Mr. Terry stated Lewis had stated that he had a 3-2 majority on the Council. Lewis responded it didn't matter whether he stated it or not, it was a simple fact.

Mr. Terry stated in Planning they have 7 individuals and they don't have a majority of anything because they listen to each case on its merits. Lewis stated he has been watching the Planning Commission for a while and as he expressed at an earlier meeting, when he saw Elevage come back in a totally transformed nature, nobody thought to ask the question about traffic impact.

Mr. Terry responded that was because the Roads Committee is who dealt with that. Lewis responded that was a poorly done study to begin with as it was too narrowly focused and didn't include impacts on Crosstown and on Viking. It was a rotten traffic study to start with and the person who brought it up the year before was Suzanne Erkel at the Council level. He stated when the Commission didn't even address the most basic thing, it made him wonder what the Commission was focused on. Was it just saying that whatever Davis wants is what they will approve?

Mr. Terry stated this was projection on Lewis' part. Lewis responded Mr. Terry's speech so far was projection.

Mr. Terry asked for an example. Mundle noted they had gone over three minutes and it was time to move on. He thanked Mr. Terry for his remarks.

6.0 Consent Agenda

Item A: Approve Bills
~~Item B: Approve Meeting Minutes February 27, 2023 City Council Meeting~~
~~Item C: Approve of the Hire of the Community Development Director~~
~~Item D: Appointment of Planning Commission Member~~

Mundle stated I'll make a motion to approve the Consent Agenda. Harrington stated I'll second. Harrington asked any discussion? Smith requested to pull Items C and D. Miller requested to pull Item B. To the motion as amended, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes as amended. **Motion passes unanimously.**

6.0 B Approve Meeting Minutes February 27, 2023 City Council Meeting

Miller asked if the public was notified of the quorum prior to the meeting. Davis stated there is a notice posted that if there is a quorum of Commission members those people were only there as

private citizens and they cannot conduct any business with each other or act as a representative of that Board or authority.

Miller asked when that notice was posted. Davis responded it went up on the day of the meeting.

Miller asked the City Attorney when there was a meeting that was a public meeting such as a City Council meeting, with a regular published agenda a quorum existed in the room that night which was called out by Davis and he assumed this was done in an attempt to at least make aware to the people that were here from that Committee that this situation existed. However, even after that was said, that quorum went on to openly discuss City business, Council business, and even went as far as asking for reinstatement of a Commission member was that a violation of Open Meeting laws.

Larson responded he did not see or hear of any violation of Open Meeting laws during that Council meeting. He noted what was important was that the residents and citizens of the State of Minnesota were informed that a public body was meeting and engaged in official business and was able to be present and witness that official business and that was the City Council. He noted there are other Committees, Commissions, and groups such as the Planning Commission that if there are residents who wish to appear in their individual resident capacity and have the right by constitution and statute to have their views heard in that capacity can do so and they are not prohibited due to any quorum. He noted the idea behind a quorum is to insure that for public business the public is informed that public business is going on. He stated those individuals as the City Administrator noted there could possibly be more than or at the quorum of those various committees and he wanted to make it very clear as a matter of law that those individuals were not meeting in their official committee position but they were here as they have every right to be as residents and citizens.

Miller asked Larson to check into Statute 13D.04 Public Hearing notices. Larson responded he would.

Miller stated he wanted clarification on this as what he was hearing did not match up with the State Statute. Larson responded he had read the State Statute, but he would re-read it.

Miller asked if it was feasible to think that someone could speak as a resident while they are on a committee, but at the same time discuss City business. He asked if someone was at a public event and they ran into members of their committee and they weren't talking about anything, but the minute that changed to talking about City business would that be a violation. Larson responded if there was a quorum they should not be talking without a duly noticed public meeting.

Miller stated he did not understand the difference. Larson responded that was a duly noticed public meeting.

Miller asked if it was a public meeting for Council. Larson responded that was correct. Lewis stated this was not for the Planning Commission.

Larson responded they had First Amendment rights to talk about whatever they want before this body and they cannot be muzzled, chained, or limited with respect to their subject matter. Miller stated he wasn't talking about taking away anybody's First Amendment rights, but his question was if they speak as a private resident, he didn't understand the difference between it and they can come to the Council and say they are on a Committee and say they don't like something. Larson responded they can say that.

Miller stated I'll make a motion to approve Item B of the Consent Agenda. Mundle stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

6.0 C Approval of the Hire of the Community Development Director

Smith stated he wanted this tabled.

Smith stated I'll make a motion to table Item 6.0 C of the Consent Agenda. Lewis stated I'll second. Harrington asked any discussion?

Mundle asked why this was being tabled. Lewis responded first of all, he owed an apology to Davis at the beginning of this meeting. He stated it was this issue that aggravated him and on top of it to get the last minute piece of information and he just snapped.

Lewis stated he was a member of the Personnel Committee and he was in the interview. He stated he liked Berg as a person but he was unhappy as to how this has been handled. He noted in business he hired people and if they didn't get enough applicants with the appropriate qualifications they didn't do the same think over and over again but they expanded their search. He stated he went to an interview with one person and there was no choice, but it instead it was Davis's choice.

Lewis stated he liked and respected the work Berg has done for the City of Cambridge, but he felt as if he was being manipulated into a choice while being told he was being given a choice, but he didn't feel as if there was any choice at all. He stated Berg was on the City Council of Cambridge and he still had questions about conflicts of interest, whether Davis wanted to dismiss them or not.

Lewis noted Berg was hired as a Planning Intern in June and by July he was the City Planner and now six or seven months later and now he is supposed to be the Community Development Director. He stated for one thing the City Code did not provide for a City Economic Development Director, but it rather provided for two functions under the Community Development Department, which was the City Planner, Chapter 2, Article 6, division 6, Community Development Department, a Planning Division, and an Inspection Ordinance Enforcement Division.

Lewis stated he liked Berg, he was a bright man, and had an interesting background but he believed he needed more seasoning in working with a staff to handle planning related and enforcement related issues. He noted this was his personal experience with much of his business experience being in senior management. He believed this was disrespectful to Berg to have the situation manipulated as though he wouldn't earn the job on his own and it had to be manipulated for him. He stated he did not like this and it was not the way it should be. He believed they needed to table this for now and reinitiate the search. He stated a salary that paid $80,000 to $100,000 should attract a lot of attention, but when they are only advertising in a local newspaper, or on the City website, or reader board, or on the for jobs page on the League of Minnesota Cities website, that was not "fishing in the ocean." He believed this needed to be expanded and one more broadly. He stated what they wanted was a diversity of people and not the same rehash approach. He believed they had questions that had to be addressed and he did not believe the process had been conducted properly yet.

Lewis noted their job was to do due diligence on behalf of the City residents and when they want to do due diligence it required good information. He believed the process had been truncated and he wanted to see it done better.

To the motion, all in favor say aye. **All in favor - Lewis, Miller, and Smith.** Harrington asked any opposed? **Harrington and Mundle.** That motion passes. **Motion passes 3-2.**

Davis asked if Council wanted to see this re-advertised. Lewis responded yes, but to broaden it out. He noted the channels have been very narrow and if he needed to talk to a consultant, Davis should do that. He believed in a cynical view, he did not think Davis wanted more applicants and he already had him mind made up.

Davis responded no, and they had three applicants but two of them withdrew at the last moment. Lewis stated he wanted this to be more broadly put out there. He stated this was not about Berg, but it was about the process.

6.0 D Appointment of Planning Commission Member

Smith stated there was no page number for this and asked why. Davis responded it must have been missed when the packet was prepared. It was in the Consent Agenda, but he could not tell him why the page number was omitted.

Smith asked wasn't this type of an item a stand-alone item. Davis responded no, they are always put under the Consent Agenda and that was why Council could pull and discuss them.

Smith stated I'll make a motion to send this back to the Planning Commission for interviewing additional people for the position. Miller stated I'll second. Harrington asked any discussion?

Harrington noted they only had two people who signed up for the Planning Commission. Smith stated this was his opinion, but when they watched the interviews the other candidate had it over all of it as he had a vision for the City and he had some good ideas. He indicated this was not a go along, get along type of a thing.

Harrington noted the other person who ran is on two Boards of Directors for the City, she was on the Planning Commission, she was on the EDA, and she had worked for 2 Fortune 500 companies and Smith was telling him that Joe is better than her – he did not think so. Smith stated that was his opinion. Lewis stated of course it was his opinion.

Harrington stated they were always asking for somebody good and this was somebody good. Smith stated that was his opinion and it was not his.

To the motion, all in favor say aye. **All in favor – Miller, Lewis, and Smith.** Harrington asked any opposed? **Harrington and Mundle.** That motion passes. **Motion passes 3-2.**

7.0 New Business. Commission, Association, and Task Force Reports

7.0 A Planning Commission

7.0 A.1 Concept Plan: A-Blast Inc., 21473 Johnson St NE

Berg stated Classic Construction, INC., on behalf of R. Family Holding, LLC, has submitted a concept plan application for an expansion to A-Blast, INC., located at 21473 Johnson St NE. In addition to A-Blast, INC. R. Family Holding, LLC. owns Coriecity Coatings, currently operating in Elk River. The concept plan consists of the adding an 80' X 58'8" addition to the existing building. The proposed addition would house a powder coating booth, a powder coating oven and additional internal storage.

Berg indicated the property is zoned B-3 – Highway Commercial Business, which allows uses associated with general retail shopping. A-Blast, INC. was and is permitted to operate by Conditional Use Permit 2004-0015, approved on November 17th, 2004.

Berg noted exterior storage is limited to essential business related material as a condition of the permit.

Berg summarized the informal comments to the applicant and contractor in preparation for the submission of a Site Plan Approval Application and Conditional Use Permit Amendment. Information to be submitted including grading/drainage, erosion control, and a lighting plan. Once the review of the Site Plan is completed a public hearing will be scheduled for the Conditional Use Permit Amendment.

Staff recommends the City Council provide comments in addition to an approval of the concept plan.

Lewis asked if there were previously purchased rights-of-way or easements adjacent to this property that might come into play down the road. Berg responded there was an easement for the cul-de-sac at the end of Johnson Street that in future plans would be given back to this property once the road went through.

Lewis asked if that was how he thought it would go. Berg responded that was how it was written in the easement. He noted additionally there was a drainage and utility easement in the rear part of the property. He indicated the plan showed it did meet the City Standard. He indicated there was not a formal action required on this.

Lewis stated this looked like a good project and it brings their businesses together which was usually good for efficiency and profitability.

Smith stated he went to the property today and it looked fine with what they wanted. He was in favor of it.

7.0 A.2 IUP: Home Occupation, 23911 Johnson St NE

Berg stated the applicant, Paula Moon-Pruitt, is the owner of Innovations Plus, LLC. Innovations Plus, LLC is a small family owned, full-service, custom order promotional products and decorated apparel businesses. Innovations Plus, LLC specializes in advertising, promotional items, embroidery, custom T shirts and provide service to numerous customers and communities throughout the Twin Cities area.

Berg stated the business hours of operation are Monday through Friday from 9 am to 4 pm, which are within the identified hours of the City Noise Ordinance. Eighty-five percent of business is generated through online sales therefore, traffic generated is less than that of a typical retail storefront business. There is adequate off-street parking for anticipated customer traffic on the existing driveway on the property. There is no anticipated effect on groundwater, surface water, and air quality as none of the process used by the business use water, generate wastewater for disposal or create air pollutants. Waste or refuse generated by the business is minimal as boxes received in shipment are reused for outgoing distribution of outgoing merchandise and apparel. Other refuse generate is not more than regular weekly household waste disposal volumes or bi- weekly recycling.

Berg indicated the location, 23911 Johnson St NE, is a residence located in a Light Industrial Zone of the city. Light manufacturing and retail sales are identified as permitted uses in the Light Industrial Zone. This zoning designation is consistent with the 2040 Comprehensive Plan and will not require rezoning or create a further nonconforming use.

Berg indicated the Planning Commission held a public hearing and recommend approval to the City Council for an IUP to allow the home occupation of operating an apparel and promotional items business with the conditions set forth in the Resolution.

Mundle stated I'll make a motion to approve Resolution 2023-13, A Resolution Granting an Interim Use Permit for a Home Occupation, Located at 23911 Johnson St NE, PIN 29-34-23-31-00009, Legally

Described as Lot 6, Block 2 Wargo Pond, Anoka County, Minnesota. Smith stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

7.0 A.3 Variance: Detached Accessory Structure, 23911 Johnson St NE

Berg reviewed staff's report stating this property is located in the (I) Light Industrial Zoning District and is located within the Wargo Pond Subdivision. The property owner is requesting a variance to keep a detached accessory structure closer to the street than the primary structure.

Berg indicated zoning Appendix A. General Regulations – Section 14-2.F states "No accessory building or detached private garage shall be located nearer the front lot line than the principal building except when the lot is three acres or greater and the existing principal building is located a minimum of 200 feet from the lot line. Then the accessory building or detached private garage may be located closer to the front lot line than the principal dwelling, but not closer than 50 percent of the principal dwelling's setback. This property is 3.93 acres, with the primary structure set back approximately 149.39 feet from the front lot line. This request does not meet the criteria set forth to allow the structure to be placed closer to the road, so a variance would be required for the placement of a detached accessory structure.

Berg indicated consideration of a variance requires the Planning Commission to consider a three-factor test for practical difficulties:

- The first factor, a test of reasonableness, means that the landowner would like to use the property in a practical way but cannot do so under the rules of the ordinance. It does not mean that the land cannot be put to any reasonable use whatsoever without the variance. For example, if the variance application is for a building too close to a lot line or does not meet the required setback, the focus of the first factor is whether the request to place a building there is reasonable. In this case:
  - **The property owner is requesting a variance to keep a detached accessory structure in which she can continue operating a home occupation - light manufacturing and retail business. This use is listed as a permitted use in the (I) Light Industrial Zoning District.**

- The second factor is that the landowner's problem is due to circumstances unique to the property and not caused by the landowner. The uniqueness generally relates to the physical characteristics of the particular piece of property, that is, to the land and not personal characteristics or preferences of the landowner. When considering the variance for a building to encroach or intrude into a setback, the focus of this factor is whether there is anything physically unique about the particular piece of property, such as sloping topography or other natural features like wetlands or trees. In this case:
  - **This property is partially located in the Minard Lake - Shoreland Overlay with specific setback requirements.**
  - **This property is an irregular shape with approximately three fourths of which are Wargo Pond or a designated Drainage and Utility Easement. These features limit the buildable area available in the rear or side yard for new construction.**
  - **The Subsurface Sewage Treatment System (SSTS) and Well are located in the side yard, opposite of Wargo Pond and the Drainage and Utility Easement, preventing access to the rear yard for accessory building placement and use.**

- The third factor is that a variance would not alter the essential character of the neighborhood. This factor is used to consider whether the resulting structure will be out of scale, out of place, or otherwise inconsistent with the surrounding area. For example, when thinking about the variance for an encroachment into a setback, the focus is how the particular building will look closer to a lot line and if that fits in with the character of the area. In this case:
  - **Standing tree growth between the primary residence and the front property line will screen it from view from the public roadway therefore not altering the characteristics of this neighborhood.**
  - **Accessory uses permitted in the (I) Light Industrial Zone include other uses customarily associated with a permitted use as determined by the planning commission and approved by the City Council.**

Berg stated the Planning Commission held a public hearing on February 28, 2023 and recommend the City Council approve a variance for the placement of a detached accessory structure nearer to the front lot line than the primary structure with conditions as written in Resolution 2023-14.

Smith stated I'll make a motion to approve Resolution 2023-14, A Resolution Granting a Variance for the Placement of a Structure Nearer to the Front Property Line Than the Principal Structure on Property Located at 23911 Johnson St NE, PIN 29-34-23-31-0009, Legally Described as Lot 6, Block 2 Wargo Pond, Anoka County, Minnesota. Mundle stated I'll second. Harrington asked any discussion?

Smith stated he was at the property today and it appeared she had a good set up and it looked great from the road and he was in agreement with this.

To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

7.0 A.4 CUP Amendment: Wasche Commercial Finishes

Berg stated Mr. Wasche is requesting an amendment to the CUP to expand the business known as Wasche Commercial Finishes, Inc. The business has been in operation since 1986 and has been operating out of the current East Bethel location since 2004. In 2004, the existing zoning in the Neighborhood Center allowed Construction, Trade and Service Businesses with Limited Outdoor Storage as a CUP; therefore a CUP was approved to allow for the business to operate from its current location. For your review, Attachment 4 is the original CUP and meeting minutes.

Berg noted the business has outgrown the indoor and outdoor space and would like to remain in the City East Bethel. The owner had purchased the 1.03 acre parcel to the east of the site and was approved on September 12th, 2022 under resolution 2022-50 to build a 7,200 square foot building and a fenced storage area. The storage area will be used for the parking of work vehicles, including trailers. All product will be stored within the building.

Berg indicated Mr. Wasche has applied to amend the CUP further to construct a 1400 square foot unconditioned addition, for storage, to his existing building.

Berg stated an amendment to the original CUP is required for the following reasons: The business is a legal nonconforming use. This means the business is legal because a CUP was previously approved, however, current city code does not allow for this type of business in the B2 – Central Business

district; therefore it is nonconforming. City Council has the authority to determine if a legal nonconforming use can be expanded.

Berg noted when a conditional use expands its footprint, an amendment to the original CUP is required.

Berg stated if the CUPA is approved, a site plan review is not required prior to issuance of a building permit for new construction or additions to commercial buildings greater than 25 percent of the existing building footprint (Appendix A, Sec. 04, 12. – Site Plan Approval). The existing building footprint is 6800 square feet and the proposed addition of 1400 square feet will not exceed 25 percent. A formal building application will be submitted for review and approval by the Community Development Department Staff.

Berg indicated the Planning Commission recommends that City Council consider approval of the CUPA with the conditions set forth in Resolution 2023 – 16.

Mundle stated I'll make a motion to approve Resolution 2023-16, A Resolution Approving a Conditional Use Amendment to Allow the Expansion of a Legal Non-Conforming Use at 21335 Aberdeen St NE, East Bethel, PIN 08-33-23-43-0015, Legally Described as Lot 4, Block 1, Linges East Bethel Center. Lewis stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

7.0 A.5 Site Plan Review: Wasche Commercial Finishes

Berg reviewed staff's report stating on September 12th, 2022, under Resolution 2022-50, an expansion of an existing Conditional Use Permit (CUP) was amended and approved with the following three conditions:

1. Prior to construction of the new facility, a site plan review must be reviewed and approved by the Planning Commission and City Council.
2. Exterior storage is limited to commercial vehicles and trailers associated with the principal use of the business.
3. Ingress/egress from the site shall be from Davenport St NE.

Berg indicated although Mr. Wasche is not ready to begin the construction of the previously approved expansion, he is applying for a smaller addition to the existing building for storage. Additionally, he is requesting to begin the site preparations, to include clearing and leveling of the lot, fencing, ponding, in addition to constructing the driveway entrance from Davenport St NE for the previously approved expansion.

Berg stated staff has reviewed the site plan and support the configuration of the site. All City Engineer comments will need satisfactorily addressed prior to the issuance of any building permits.

Berg noted the City Engineer comments regarding grading and drainage will need satisfactorily addressed prior to the issuance of building permits.

Berg stated an easement for grading City Owned Lot 1, Block 1, East Bethel Commercial Center will be required.

Berg indicated the landscaping plan will be required at time of application for a building permit of the new facility and need to meet the requirements of city code. Requirements for plantings are based on the square footage of the building.

Berg stated the future building shall meet established building design and architectural standards.

Berg noted a lighting plan will be required at time of application for a building permit of the new building and need to meet the requirements of city code.

Berg stated the Planning Commission recommends that City Council consider approval of the CUPA with the conditions set forth in Resolution 2023 – 17.

Mundle stated I'll make a motion to approve Resolution No. 2023-17, A Resolution Approving the Site Plan Review for the Expansion of a Legal Non-Conforming Use at 21335 Aberdeen St NE, East Bethel, PIN 08-33-23-43-0015, Legally Described as Lot 4, Block 1, Linges East Bethel with conditions. Lewis stated I'll second. Harrington asked any discussion?

Smith stated he went out to this property today and it looked great.

To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

7.0 B Economic Development Authority

None.

7.0 C Park Commission

None.

8.0 Department Reports

8.0 A Community Development

None.

8.0 B Engineer Report

None.

8.0 C City Attorney

None.

8.0 D Finance

None.

8.0 E Public Works

None.

8.0 F Fire Department

None.

8.0 G City Administrator Report

8.0 G.1 Commission Appointment Policy Revision

Davis recommended this item be tabled as it relates to the language of 4.0 A.

Mundle stated I'll make a motion to table Item 8.0.G.1. Lewis stated I'll second. Harrington asked any discussion? To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

9.0 – Other Items

9.0 A Staff Report

Davis stated there was a Local Government Officials Meeting on March 29. He asked if any Councilmembers wanted to go for the meal to let him know and he will make a reservation.

9.0 B Council Reports

Mundle stated he had no update.

Lewis stated he had no report.

Miller stated he attended the Rum River Watershed budget meeting.

Smith stated he had no report.

Harrington stated he had no report.

9.0 C Other

None.

9.0 D Closed Session

9.0 D.1 Purchase or Sale of Real Property, Minn. Stat. Sec. 13D.0 subd. 3(c); Easement Acquisition for the University Avenue Street Reconstruction Project

Larson stated thank you Mr. Mayor. For the benefit of the public, we'd note that at this time the Council's about to go into Closed Session to review the purchase or sale of real property, Minn. Stat. Sec. 13D.0 subd. 3(c); Easement Acquisition for the property at 36221 First Avenue for the University Avenue Street Reconstruction Project.

This Closed Session will be tape recorded as required by Statute with that tape being maintained for a period of two years. The Council will come back into Open Session after having concluded its Closed Session and announce if there are any actions taken during the course of the Closed Session. With that being said, Mr. Mayor, I recommend that a motion be made to go into Closed Session for the purposes I've indicated.

Mundle stated I'll make a motion to go into Closed Session at 9:00 p.m. for the purposes that City Attorney's indicated. Smith stated I'll second. Harrington asked any discussion? All in favor say aye? **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

(Council moved into Closed Session.)

(Council reconvenes Open Session.)

Larson stated thank you Mr. Mayor. For the benefit of the public and for the record, we note the Council is back in Open Session after having concluded a Closed Session. The Closed Session was attended by the entire Council, City Administrator Davis and himself and in closed session Council authorized staff to proceed forward in negotiations for acquisition of an easement in an amount not to exceed the appraisal recommendation. He stated it has also been noted by staff that when a negotiated easement is finalized with the approval of both City staff as well as the landowner, then that easement acquisition will be coming back before Council for approval. With that being said, Mr. Mayor, that concludes the summary report required.

10.0 Adjourn

Mundle stated I'll make a motion to adjourn. Miller stated I'll second. To the motion, all in favor say aye. **All in favor.** Harrington asked any opposed? That motion passes. **Motion passes unanimously.**

Meeting adjourned at 9:20 PM.

Submitted by:
Kathy Altman
TimeSaver Off Site Secretarial, Inc.

CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA

RESOLUTION NO. 2023-20

RESOLUTION DESIGNATING SURPLUS EQUIPMENT

WHEREAS, the City of East Bethel owns and operates a fleet of trucks and equipment for the purposes of maintaining its city streets and parks; and

WHEREAS, the City of East Bethel has adopted a plan for the replacement of trucks and equipment; and

WHEREAS, the 1997 Felling Trailer has come to the end of its useful service life as a reliable and dependable piece of equipment; and

WHEREAS, the City Council of East Bethel has approved the purchase of replacement equipment pursuant to the Equipment Replacement Schedule; and

WHEREAS, the City of East Bethel will offer the 1997 Felling Trailer up for public auction.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the 1997 Felling Trailer is hereby declared as surplus property and direction to dispose of the property is hereby authorized.

Adopted this 27th day of March, 2023 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

_____
Tim Harrington, Mayor

ATTEST:

_____
Jack Davis, City Administrator

CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA

RESOLUTION NO. 2022-86

A RESOLUTION MODIFYING FEES TO BE COLLECTED BY THE CITY OF EAST BETHEL IN 2023

WHEREAS, The City Council of the City of East Bethel is the governing body of the City of East Bethel; and

WHEREAS, The City Council reviews and revises the Fees in which are charged for various items on an annual basis; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: this resolution establishes that the Fee Schedule is hereby modified to the attached starting January 1, 2023.

Adopted this 28th day of December, 2022 by the City Council of the City of East Bethel.

Steven R. Voss, Mayor

ATTEST:

Jack Davis, City Administrator

City of East Bethel
2023 Fee Schedule

UTILITY OPERATION FEES	
Water and Sewer - Access Charges	
WATER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	$500
SEWER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	$3,350
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	$3,185
WATER SYSTEM ACCESS CHARGE-PHASE I WATER SYSTEM SERVICE AREA	$3,600
SEWER SYSTEM ACCESS CHARGE-PHASE I SEWER SYSTEM SERVICE AREA	$2,000
SEWER TRUNK CHARGE - PHASE 1 SEWER SYSTEM SERVICE AREA	$11,500
(USERS WITH ERU >1 or NON-RESIDENTIAL CONNECTIONS)	
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	$3,185
Water and Sewer - Connection Inspection Fees	
CONNECTION INSPECTION (NEW OR REPAIR) - SEWER	$80
CONNECTION INSPECTION (NEW OR REPAIR) - WATER	$80
Water - Operational Charges	
(1) Water use Charges - Whispering Aspen (Residential)	
BASE CHARGE	$18.77 PER MONTH
USAGE CHARGES:	
0 - 5,000 GALLONS PER MONTH	$10.60 PER 1,000 GALLONS
5,000 - 10,000 GALLONS PER MONTH	$12.72 PER 1,000 GALLONS
OVER 10,000 GALLONS PER MONTH	$15.26 PER 1,000 GALLONS
(2) Water Use Charges – Phase I Water System Service Area (Residential and Commercial)	
BASE CHARGE	$17.50 PER ERU PER MONTH
USAGE CHARGES:	
0 - 5,000 GALLONS PER MONTH	$3.50 PER 1,000 GALLONS
5,000 - 10,000 GALLONS PER MONTH	$3.80 PER 1,000 GALLONS
OVER 10,000 GALLONS PER MONTH	$4.10 PER 1,000 GALLONS
(3) Water Use Charges – Bulk Water Use	
USAGE CHARGES:	
0 - xxx GALLONS PER MONTH	$4.10 PER 1,000 GALLONS
Sewer - Operational Charges	
(1) Sewer Treatment - Residential and Commercial	
BASE CHARGE	$6.30 PER MONTH PER ERU
USAGE CHARGE	$6.70 PER 1,000 GALLONS
(Residential based on water use during January. If a residential water usage figure is not	
available 2,000 gallons will be used.)	

City of East Bethel
2023 Fee Schedule

	(2) Sewer Treatment - Mobile Park (Greystone)	
	BASE CHARGE	$1,190 PER MONTH
	USAGE CHARGE	$6.70 PER 1,000 GALLONS
	Other Charges	
	STREET LIGHTING CHARGE --WHISPERING ASPEN / VIKING PRESERVE	$2.00 PER MONTH
	FINAL METER READING FEE	$25.00 PER OCCURRENCE
	WATER TURN ON/OFF FEE	$75
	PENALTY CHARGES	Bills are due within 25 days from the date of billing. Bills not paid in full by the due date will pay a service charge of 10% of the current charges. Beginning 30 days after the due date, all unpaid balances will accrue interest at the rate of 1.5% per period. All amounts that are more than 30 days past due on the last day of November each year may be certified to the County Auditor as unpaid and delinquent. The certified amount, plus a service charge to pay for the assessment process, shall be extended as a tax lien on the respective property. This amount will be added to the following year's property tax assessment.
	TAX CERTIFICATION OF DELINQUENT ACCOUNTS	$70.00
GENERAL FEES		
	ADVERTISING FEES	
	NEWSLETTER ADS	
	SMALL	$35.00/issue, or $125.00/full year (4 issues)
	MEDIUM	$70.00/issue, or $250.00/full year (4 issues)
	LARGE	$140.00/issue, or $500.00/full year (4 issues)
	WEBSITE AD	$25.00/month, minimum of 3 months. Media Center page only.
	CHANNEL 10 COMMERCIAL AD	$25.00/month, minimum of 3 months.
	ICE ARENA ADS	
	ZAMBONI	$500.00/side, or $1500/entire machine for 1 year. Production cost varies on logo detail.
	DASHERS	$300.00/year, plus $100.00 production cost
	WALL	$300.00/year, plus $100.00 production cost
	IN-ICE	$500.00/year. Production cost varies on logo detail.
	DATA INSPECTION FEE	No Cost
	NOTARY FEE	$1
	Cost for Copies or Electronic Copies if 100 or fewer pages	.25 per page
	Cost for Colored Copies (if requested)	.50 per page
	Cost of Copies or Electronic Copies if over 100 pages	Actual cost of production, including copying costs and staff time to retrieve data
	CERTIFIED COPY	$5.00 PER DOCUMENT
	FAX CHARGE (SEND OR RECEIVE)	$1.00 PER PAGE
	CITY MAPS-COUNTY PROVIDED (IF CURRENT)	$2
	CITY MAPS - 11 X 17	$5

City of East Bethel
2023 Fee Schedule

CITY MAPS - 36 X 36	$10
VIDEOTAPE COPY OF MEETING	$10
RETURNED CHECK CHARGE	$30
ELECTION FILING FEE	$5
GARBAGE HAULER'S LICENSE	$300
TOBACCO RETAIL LICENSE	$200
CANNABINOID LICENSE	$500
BACKGROUND CHECK FOR CANNABINOID LICENSE	$300
STRAY ANIMAL PICKUP FEE: 8:00 A.M. - 7:00 P.M.	contracted
STRAY ANIMAL PICKUP FEE: 7:00 P.M. - 8:00 A.M.	contracted
ANIMAL BOARDING FEE	contracted
POTENTIALLY DANGEROUS DOG REGISTRATION	$250
DANGEROUS DOG REGISTRATION	$500
LIQUOR LICENSES:	
3.2 LIQUOR ON SALE	$250
3.2 LIQUOR OFF SALE	$150
LIQUOR ON SALE - FULL YEAR	$3,500
LIQUOR ON SALE - SEASONAL	$2,040
LIQUOR OFF SALE***	$380
SUNDAY LIQUOR SALE	$200
WINE	$500
LICENSEE INVESTIGATION FEE	$300
BREWERY/TAPROOM ON-SALE	$250
OFF-SALE GROWLER	$150
MICRODISTILLERY OFF-SALE	$380
CATERER'S PERMIT FEE	$20
MASSAGE ESTABLISHMENT LICENSE	
INITIAL FEE	$200
ANNUAL RENEWAL FEE	$100
LICENSEE INVESTIGATION FEE	$300
MASSAGE THERAPIST LICENSE	
INITIAL FEE	$100
ANNUAL RENEWAL FEE	$100
LICENSEE INVESTIGATION FEE	$300
PAWNBROKER/SECONDHAND GOODS DEALER	$5,000 ANNUAL FEE
DEALER INVESTIGATION FEE	$3,000
TRANSACTION FEE	$5 PER TRANSACTION
TRANSIENT MERCHANT LICENSE	$500 ANNUAL/$250 60 DAYS
PEDDLER/SOLICITOR LICENSE	$1,000 ANNUAL/IF CITED FOR OPERATING WITHOUT A LICENSE $1,000 ADDITIONAL/ $85 30 day permit
APPLICATION INVESTIGATION FEE	$50
SEXUALLY ORIENTED BUSINESS LICENSE	$10,000
LICENSEE INVESTIGATION FEE	$3,000

	VEHICLE DEALER LICENSE	$350 ANNUAL FEE
	RIGHT OF WAY ACCESS FEE	$300
	NUISANCE ABATEMENT	$150 OR 25% OF ACTUAL COSTS, WHICHEVER IS GREATER + ACTUAL COSTS
	TAX CERTIFICATION OF NUISANCE ABATEMENT	$70
	***	
	(c) The fee set by the jurisdiction issuing the license shall be reduced by $100 if the following conditions are met:	
	(1) the licensee agrees to have a private vendor train all employees within 60 days of hire and annually thereafter in laws pertaining	
	to the sale of alcohol, the rules for identification checks, and the responsibilities of establishments serving intoxicating liquors;	
	(2) the licensee agrees to post a policy requiring identification checks for all persons appearing to be 30 years old or less; and	
	(3) a cash award and incentive program is established by the licensee, to award employees who catch underage drinkers,	
	and a penalty program is established to punish employees in the event of a failed compliance check.	
CEMETERY FEES		
	CEMETERY PLOTS	$800
	CEMETERY DEED TRANSFER	$15
	SUMMER PLOT INTERMENT	$600
	WINTER PLOT INTERMENT (NOVEMBER 1 THRU MAY 1)	$800
	SUMMER CREMATION PLOT INTERMENT	$300
	WINTER CREMATION PLOT INTERMENT (NOVEMBER 1 THRU MAY 1)	$400
	SUMMER INFANT PLOT INTERMENT	$450
	WINTER INFANT PLOT INTERMENT	$550
	ADDITIONAL INTERMENT FEE, IF AFTER HOURS	$100
	(AFTER 3:00 MONDAY - FRIDAY, ALL SATURDAYS, SUNDAYS & HOLIDAYS)	
	MARKER SETTING FEE	$50
PLANNING AND ZONING FEES		
	ESCROW FEES	
	DRIVEWAY ESCROW	$5,200
	LANDSCAPE PLAN ESCROW	$6,600
	SEPTIC ESCROW	125% OF THE COST OF THE HIGHEST OF TWO INSTALLATION BIDS
	SIDEWALK ESCROW (WHISPERING ASPEN)	COST BASED ON RECOMMENDATION OF THE CITY ENGINEER
	GRADING AND MINING FEES	
	GRADING PERMIT (BETWEEN 500 AND 1,000 CUBIC YARDS)	$50 + CONSULTING FEES + $500 Escrow Required
	MINOR MINING (BETWEEN 1,000 AND 5,000 CUBIC YARDS)	$500 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	MAJOR MINING (GREATER THAN 5,000 CUBIC YARDS)	$1,000 + CONSULTING FEES; $1,500 ESCROW REQUIRED
	LAND USE FEES	
	CONDITIONAL USE PERMIT	$500 + CONSULTING FEES; $500 ESCROW REQUIRED
	CONDITIONAL USE PERMIT AMENDMENT	$300 + CONSULTING FEES; $500 ESCROW REQUIRED
	INTERIM USE PERMIT	$300 + CONSULTING FEES; $300 ESCROW REQUIRED
	INTERIM USE PERMIT AMENDMENT	$300 + CONSULTING FEES; $300 ESCROW REQUIRED
	INTERIM USE PERMIT FOR THE KEEPING OF CHICKENS	$100
	ADMINISTRATIVE PERMIT FOR KEEPING CHICKENS	$50
	INTERIM USE PERMIT RENEWAL	$50
	PRIVATE KENNEL LICENSE	$0

City of East Bethel
2023 Fee Schedule

	ADMINISTRATIVE HOME OCCUPATION PERMIT	$50
	VACATION	$200 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	VARIANCE	$300 + CONSULTING FEES; $500 ESCROW REQUIRED
	LOT DIVISION FEES	
	ADMINISTRATIVE SUBDIVISION	$300 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	METES AND BOUNDS SPLIT	$300 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	CONCEPT PLAN REVIEW	$500 + CONSULTING FEES; $500 ESCROW REQUIRED
	PRELIMINARY PLAT	$500 + $25.00/lot + CONSULTING FEES; $5,000 ESCROW REQUIRED
	FINAL PLAT	$300 + CONSULTING FEES + $1,000 Escrow + $50/LOT IF NEW ROAD
	PLANNED UNIT DEVELOPMENT	$700 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	PLANNED UNIT DEVELOPMENT AMENDMENT	$300 + CONSULTING FEES; $500 ESCROW REQUIRED
	PARK DEDICATION - COMMERCIAL	5% OF LAND OR CASH NOT TO EXCEED $2,000 PER ACRE (SEE CITY ORDINANCE FOR FURTHER DETAILS)
	PARK DEDICATION - RESIDENTIAL	10% OF LAND OR CASH NOT TO EXCEED $2,000 PER LOT (SEE CITY ORDINANCE FOR FURTHER DETAILS)
	REVIEW FEES	
	ENVIRONMENTAL REVIEW	$350; $650 ESCROW REQUIRED
	FLOODPLAIN REVIEW	$150 + CONSULTING COSTS
	SITE PLAN REVIEW	$500 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	WETLAND REVIEW	$150 + CONSULTING COSTS
	ZONING FEES	
	ZONING MAP AMENDMENT	$1,000 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	ZONING TEXT AMENDMENT	$500 + CONSULTING FEES; $500 ESCROW REQUIRED
	MISC. PLANNING FEES	
	COMPREHENSIVE PLAN AMENDMENT	$1,000 + CONSULTING FEES; $1,000 ESCROW REQUIRED
	CONSULTING FEES	ACTUAL COSTS BILLED TO THE CITY; ENGINEERING, LEGAL, ETC.
	COUNTY FILING FEE REIMBURSEMENT	$55
	DOCUMENT - COMPREHENSIVE PLAN	$40
	DOCUMENT - ZONING ORDINANCE	$40
	OUTDOOR ENTERTAINMENT PERMIT	150
	STREET SIGN	ACTUAL COSTS BILLED TO THE CITY FOR THE SIGN AND A $25 INSTALLATION FEE
	TEMP/SEASONAL OUTDOOR SALES PERMIT / CERTIFICATE OF COMPLIANCE	$150
	TEMPORARY SIGN PERMIT - BEFORE SIGN PLACEMENT	$40 IF APPROVED BEFORE PLACEMENT / $80 IF APPROVED AFTER PLACEMENT
	TAX INCREMENT FINANCING APPLICATION FEE	$3,000 + CONSULTING FEES;$12,000 ESCROW REQUIRED
	ZONING VERIFICATION LETTER	$50

City of East Bethel
2023 Fee Schedule

CODE ENFORCEMENT FEES		
	ADMINISTRATIVE CITATION - FIRST CITATION	$50
	ADMINISTRATIVE CITATION - SECOND CITATION	$100
	ADMINISTRATIVE CITATION - THIRD CITATION	$250
	ADMINISTRATIVE CITATION	AFTER THE THIRD CITATTION, THE CASE WILL BE SUBMITTED TO THE CITY ATTORNEY TO BE RESOLVED THROUGH THE COURT SYSTEM
	ADMINISTRATIVE HEARING - HEARING REQUEST FILING FEE	$100
	ADMINISTRATIVE HEARING - HEARING FEE	$100, HEARING FEE AND COSTS INCURRED THROUGHOUT THE HEARING PROCESS SHALL BE PAID BY THE PARTY WHO DOES NOT PREVAIL, NOT TO EXCEED $300
BUILDING INSPECTION FEES		
	RESIDENTIAL BUILDING FEES	
	ACCESSORY BUILDING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	ADDITION PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	ALTERATION	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	BASEMENT FINISH PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	DECK	$150
	DEMOLITION / BLDG OR PARTIAL	$50
	DRIVEWAY PERMIT	$50
	FENCE OVER 6FT PERMIT or FENCE CERTIFICATE	$50
	FIRE ALARM SYSTEM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
	FIRE SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
	FIREPLACE PERMIT	$75/RESIDENTIAL PROPERTY
	FUEL TANK PERMIT – ADDING OR REMOVING	$50/RESIDENTIAL PROPERTY
	GARAGE PERMIT – ATTACHED/DETACHED	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	MANUFACTURED HOME INSTALLATION PERMIT	$150
	MINOR HVAC DUCT WORK	$15
	MECHANICAL HVAC PERMIT (Residential)	$100
	NEW CONSTRUCTION	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	NEW CONSTRUCTION – WHISPERING ASPENS / VIKING PRESERVE	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A WITH SAC, WAC, WATER METER AND CONNECTION, AND STREET IMPROVEMENT CHARGES.
	RESIDENTIAL PLUMBING PERMIT	
	- Water Heater or Water Softener	$50
	- New and Existing Single Family Residential	$100
	POOL PERMIT – ABOVE GROUND	$50
	POOL PERMIT – BELOW GROUND	$100
	REMODEL PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	REPAIR PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	RESIDENTIAL ROOFING PERMIT	$100
	SEPTIC - REPAIR	$100
	SEPTIC PERMIT – ALTERNATIVE (TYPE IV) SYSTEM	$200.00 plus actual cost of plan review / inspections or $300.00 minimum
	SEPTIC PERMIT - NEW CONSTRUCTION/REPLACEMENT	$300
	SEPTIC PUMPING PERMIT	$5
	SEPTIC TANK/HOLDING TANK PERMIT	$100
	RESIDENETIAL SIDING PERMIT	$100
	THREE SEASON OR PORCH	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
	WATERPROOFING PERMIT	$50
	WINDOWS/DOORS – NO CHANGE TO OPENING SIZE PERMIT	$75

City of East Bethel
2023 Fee Schedule

WINDOWS/DOORS – CHANGE TO OPENING SIZE PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
MISCELLANEOUS BUILDING FEES	
CELL TOWER PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT
MISC FEE	$1
MISC PERMITS THAT DO NOT REQUIRE PLAN REVIEW	$50
MISC PERMITS THAT DO REQUIRE PLAN REVIEW	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
PLAN CHECK	65% OF BUILDING PERMIT FEE
RE-INSPECTION/ADMINISTRATIVE FEE	$65 PER INSPECTION
SPECIAL INSPECTIONS - HOURLY RATE	$50
VERIFICATION OF STATE CONTRACTOR LICENSE	$5
COMMERCIAL BUILDING FEES	
COMMERCIAL CONSTRUCTION PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
COMMERCIAL FIREPLACE PERMIT	$75/FIREPLACE
COMMERCIAL FUEL TANK PERMIT – ADDING OR REMOVING	$50/TANK
COMMERCIAL MECHANICAL HVAC PERMIT	$80 OR 1.5% OF VALUATION, WHICHEVER IS GREATER
COMMERCIAL PLUMBING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
COMMERCIAL SEPTIC PERMIT	$200.00 PLUS ACTUAL COST OF PLAN REVIEW / INSPECTIONS OR $300.00 MINIMUM
COMMERCIAL SIDING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
COMMERCIAL ROOFING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
RENTAL FEES	
RENTAL INSPECTION FEE	$50.00 PER UNIT
RENTAL LICENSE FEE	$25 PER APPLICATION
RENTAL LATE FEE	$25 PER APPLICATION
RENTAL TRANSFER FEE	$25 PER APPLICATION
RENTAL REINSTATEMENT FEE	$75 PER APPLICATION
RENTAL RENEWAL FEE	$50 PER APPLICATION (INCLUDES INSPECTION)
ELECTRIC Permit Fees	
State Surcharge (applied once to each electrical permit)	$1.00
SINGLE FAMILY RESIDENTIAL	
Residential panel replacement	$110
Residential subpanel replacement	$45
New Service or power supply	
0-300 AMP	$55
400 AMP	$71
500 AMP	$87
600 AMP	$103
800AMP	$135
1000 AMP	$167
1100 AMP	$183
1200 AMP	$199
Add $16 for each additional 100 AMP's	
Circuit and Feeders:	
0 to 100 AMP	$9
101 to 200 AMP	$15
201 to 300 AMP	$21
301 to 400 AMP	$27
401 to 500 AMP	$33
501 to 600 AMP	$39

City of East Bethel
2023 Fee Schedule

	601 to 700 AMP	$45
	Add $6 for each additional 100 AMP's	
	Minimum Fee	$45 PER TRIP Plus $1.00 State Surcharge
		Minimum for rough inspection and final is $90.00 plus $1.00 surcharge
	Maximum Fee	Maximum fee for single family dwelling or townhouse not over 200 amps
		(No max if service is over 200 Amps) is $190.00 plus $1.00 surcharge.
		Maximum of 2 rough-In's and 1 Final Inspection.
	Apartment Buildings	$80/UNIT (This does no cover service, unit feeders, or house panels)
	Swimming Pools and Hot Tubs	$90 PER TRIP; PLUS CIRCUITS at $9.00 each (Includes two inspections)
	Additions, remodels, or basement finishes	$90 for up to 10 circuits (Includes two inspections)
	Residential Accessory Structures	The greater of $55.00 for panel plus $9 per circuit or $90 for 2 inspections
	Traffic Signals	$8 per each standard
	Street and Parking Lot Lights	$5 per each standard
	Transformers and Generators	
	Up to 10KVA	$5
	11 to 74KVA	$40
	75KVA to 299 KVA	$60
	Over 299KVA	$165
	Retro Fit Lighting	$0.85 cents per fixture
	Sign Transformer or Driver	$9 per transformer
	Low Voltage fire alarm, low voltage heating and air conditioning control wiring	.85 cents per device
	Re-Inspection Fee in addition to all other fees	$45
	Hourly Rate for Carnivals	$90
	Solar/Photovoltaic (PV) Fees	
	Inspection for Solar/PV system, 0 watts to and including 5000 watts	$90
	5001 watts to and including 10,000 watts	$150
	10,001 watts to and including 20,000 watts	$225
	20,001 watts to and including 30,000 watts	$300
	30,001 watts to and including 40,000 watts	$375
	40,001 watts to and including 1,000,000 watts	$375 and $25 for each additional 10,000 watts over 40,000 watts
	• Watt rating is the total estimated alternating current (AC) energy output of the solar system. The total DC energy output is not used.	
	• Solar PV inspection fees include inverters, modules, panels, combiners, converters, charge controllers disconnecting means and electrical conductors between the inverter and the AC panelboard for stand-alone solar PV systems; or the conductors between the inverter and the service equipment or other power production, distribution and utilization system, such as a utility system and its connected loads, that is external to and not controlled by the solar PV power system.	
	• Additional inspection fees may be applicable on large-scale projects for the inspection of additional electrical infrastructure between the inverter output circuit and the electrical production and distribution network.	
	Solar/PV system Plan Review Fee	$100/hour
	If work starts before the permit is issued	Double permit fee
FIRE DEPARTMENT FEES		
	FIRE RESPONSE REIMBURSEMENTS:	
	MOTOR VEHICLE ACCIDENTS	$300
	PUBLIC UTILITY EMERGENCY SERVICE AND HAZARDOUS	
	MATERIAL SPILL OR LEAK:	
	LABOR CHARGE	$30/HOUR + COST OF MATERIALS
	TRUCK CHARGE	$150/HOUR/TRUCK

	COMMERCIAL INSPECTIONS:	
	INITIAL & 1ST RE-INSPECTION	NO CHARGE
	EACH ADDITIONAL RE-INSPECTION	$90 PER OCCURRENCE
	FALSE ALARMS - EACH OCCURRENCE	
	AFTER 2 FALSE ALARMS WITHIN A CALENDAR YEAR	$200
	PLAN REVIEWS:	
	FIRE ALARM SYSTEMS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	FIRE SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	FIRE ROADS AND DRIVEWAYS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	NEGLIGENT AND OR NONPERMISABLE FIRES	$250 PER OCCURRENCE
	TAX CERTIFICATION OF UNPAID FIRE CHARGES	$70
RECREATIONAL FEES		
	ICE ARENA	
	ICE ARENA ICE RENTAL - PRIME TIME	$192/HR
	ICE ARENA ICE RENTAL - NON PRIME TIME	NEGOTIABLE
	LOCKER ROOM RENTAL	$7,500
	DRY FLOOR EVENTS	NEGOTIABLE
	PARKS	
	PAVILIONS/SHELTERS - NON RESIDENT	$50/DAY; $100 DEPOSIT
	PAVILIONS/SHELTERS - RESIDENT	$100 DEPOSIT
	IRRIGATED BALLFIELDS - NON RESIDENT	$20/DAY; $100 DEPOSIT
	IRRIGATED BALLFIELDS - RESIDENT	$20/DAY; $100 DEPOSIT
	IRRIGATED BALLFIELDS; TOURNAMENT	$350/TOURNAMENT; $200 DEPOSIT
	NON IRRIGATED BALLFIELDS - NON RESIDENT	$10/DAY; $100 DEPOSIT
	NON IRRIGATED BALLFIELDS - RESIDENT	$100 DEPOSIT
	NON IRRIGATED BALLFIELDS - TOURNAMENT	$50/FIELD; $100 DEPOSIT
	CONCESSION STAND; SAA SEASON, MONDAY-FRIDAY	$1,000/SEASON
	CONCESSION STAND; WEEKEND TOURNAMENTS	$300/WEEKEND; $300 DEPOSIT
	CONCESSION STAND; ONE DAY FEE NON TOURNAMENT	$50/DAY
	WHISPERING ASPEN COMMUNITY CTR - NON RESIDENT	$50/DAY; $100 DEPOSIT
	WHISPERING ASPEN COMMUNITY CTR - RESIDENT	$100 DEPOSIT

EXTRACTED FROM 1997 UNIFORM BUILDING CODE

TABLE NO. 1-A – BUILDING PERMIT FEES

TOTAL VALUATION	FEE
$1.00 to $500	$23.00
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.15 for each additional $1,000.00, or fraction thereof

Other Inspections and Fees:

1. Inspections outside of normal business hours . . . . . $47.00 per hour*
2. Reinspection fees assessed under provisions of Section 305.8 . . . . . $47.00 per hour*
3. Inspections for which no fee is specifically indicated . . . . . $47.00 per hour* (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans . . . . . $47.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both . . . . . Actual costs **

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs.

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.

- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).

- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

2015 IBC VALUATION SCHEDULE

WOOD FRAME CONST. CATEGORY

Square Foot Construction Costs [a, b, c]

Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	233.95	225.89	220.42	211.39	198.92	193.15	204.70	181.63	174.97
A-1 Assembly, theaters, without stage	214.40	206.35	200.88	191.84	179.53	173.76	185.16	162.23	155.58
A-2 Assembly, nightclubs	182.86	177.56	173.06	166.05	156.54	152.22	160.22	141.73	136.94
A-2 Assembly, restaurants, bars, banquet halls	181.86	176.56	171.06	165.05	154.54	151.22	159.22	139.73	135.94
A-3 Assembly, churches	216.47	208.41	202.95	193.91	181.79	176.02	187.23	164.50	157.85
A-3 Assembly, general, community halls, libraries, museums	180.57	172.51	166.04	158.00	144.89	140.11	151.32	127.59	121.94
A-4 Assembly, arenas	213.40	205.35	198.88	190.84	177.53	172.76	184.16	160.23	154.58
B Business	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
E Educational	197.52	190.73	185.77	177.32	165.32	156.97	171.23	144.39	140.26
F-1 Factory and industrial, moderate hazard	111.86	106.71	100.58	96.68	86.77	82.81	92.61	72.75	68.09
F-2 Factory and industrial, low hazard	110.86	105.71	100.58	95.68	86.77	81.81	91.61	72.75	67.09
H-1 High Hazard, explosives	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	N.P.
H234 High Hazard	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	61.12
H-5 HPM	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
I-1 Institutional, supervised environment	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
I-2 Institutional, hospitals	314.17	307.27	301.34	292.67	277.18	N.P.	286.18	258.79	N.P.
I-2 Institutional, nursing homes	217.67	210.77	204.84	196.17	182.68	N.P.	189.68	164.29	N.P.
I-3 Institutional, restrained	212.42	205.52	199.59	190.92	177.93	171.25	184.43	159.54	151.71
I-4 Institutional, day care facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
M Mercantile	136.25	130.95	125.45	119.44	109.43	106.11	113.60	94.63	90.83
R-1 Residential, hotels	189.35	182.99	177.74	170.33	156.80	152.58	170.42	140.62	136.29
R-2 Residential, multiple family	158.84	152.48	147.23	139.81	127.05	122.83	139.91	110.87	106.54
R-3 Residential, one- and two-family [d]	148.17	144.14	140.42	136.90	131.89	128.41	134.60	123.40	116.15
R-4 Residential, care/assisted living facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
S-1 Storage, moderate hazard	103.68	98.53	92.40	88.50	78.80	74.84	84.43	64.78	60.12
S-2 Storage, low hazard	102.68	97.53	92.40	87.50	78.80	73.84	83.43	64.78	59.12
U Utility, miscellaneous (GARAGES & ACCESSORY STRUCTURES)	80.38	75.90	71.16	67.61	60.99	57.00	64.60	48.23	45.92

a. Private Garages use Utility, miscellaneous
b. For shell only buildings deduct 20 percent
c. N.P. = not permitted
d. Unfinished basements (Group R-3) = $21.00 per sq. ft.

CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA

RESOLUTION NO. 2023-21

A RESOLUTION MODIFYING FEES TO BE COLLECTED BY THE CITY OF EAST BETHEL IN 2023

WHEREAS, The City Council of the City of East Bethel is the governing body of the City of East Bethel; and

WHEREAS, The City Council reviews and revises the fees in which are charged for various items on an annual basis; and

WHEREAS, The City Council amended the City Code of Ordinances, Chapter 10, Article V, Section 10 – 151, Farm Animals on March 27, 2023; and

WHEREAS, The interim use permit fee for the keeping of chickens, the administrative permit fee for the keeping of chickens and the renewal permit fee for the keeping of chickens has been removed;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: Resolution 2022-86 Establishing 2023 Fee Schedule is hereby modified with the amendment as follows:

PLANNING AND ZONING FEES:

Land Use Fees:

Interim Use Permit for the Keeping of Chickens	$0.00
Administrative Permit for the Keeping of Chickens	$0.00
IUP Renewal Fee for the Keeping of Chickens	$0.00

Adopted this 27th day of March, 2023 by the City Council of the City of East Bethel.

_____
Tim Harrington, Mayor

ATTEST:

_____

Jack Davis, City Administrator

City of East Bethel
City Council Regular Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: 7.0 C.1

Agenda Item: Park Dedication Fess

Requested Action: Consider a recommendation from the Park Commission to update the Park Dedication Fees

Background Information:
The current park dedication fees were established by an ordinance revision that was approved on August 5, 2015. Article VII, Section 66-195 of the City Code was amended to include reduction of the not to exceed fee for residential park dedication from $6,000 to $2,000 per lot exempting one habitable homestead per subdivision (if applicable) and reducing the park dedication for commercial/industrial developments from a not to exceed fee of $4,500 to $2,000 per acre.

Within the current ordinance, the City can either elect to require dedication of up to 10% of new residential developments for parkland or receive funds equal to 10% of the market value of the property prior to development, not exceed $2,000 per lot. For commercial or industrial development this is lowered to 5% with a not to exceed value of $2,000 per acre.

These lower fees were adopted to compensate for higher water and sewer costs of the City's small customer base stand-alone utility system. Lower park dedication fees were put in place to maintain the competitive balance required to offset the lower SAC and WAC charges of market area municipalities.

The need to update these fees to meet the demands for parks improvements and new facilities was discussed at the December 13, 2022 Parks Commission Meeting and the joint City Council Work Meeting and Park Commission meeting on February 6, 2023.

Based on discussions from both of those meetings and discussions at the March 13, 2023 Park Commission Meeting, the Park Commission unanimously recommended moving to a per unit fee for residential developments. The recommendation included a $2,000 per unit fee in new single family developments and a $1,500 per unit fee for new multi-family developments. They also included a recommendation for a 25% per unit reduction in multifamily developments that include public recreation facilities.

The Park Commission was aware of the pending litigation regarding commercial/industrial park dedication fees, but recommended making changes to our current policy in conjunction with the residential changes to keep the process easy to understand and consistent. They recommended a per acre fee of $2,000 for new commercial/industrial development. Once the court system rules on the issue, the City's code can be changed to reflect that.

The recommended fees would increase park revenue for new development while not being so high as to be a deterrent to prospective developers. The fees would be included in the annual City Fee Schedule and would be reviewed annually and adjusted as deemed appropriate to balance demands for park facilities and improvements with market conditions for development projects.

Attachments:
1.) Comparative Fee Schedules
2.) Park Dedication Ordinance, Section 66 – 194 and 66 – 195

Recommendation(s):
The Park Commission recommends that City Council consider approval of a $2,000 per lot park dedication fee for single family development(s), $1,500 per unit park dedication fee for multi-family developments with a 25% fee reduction for those that include recreation facilities available for public use and $2,000 per acre park dedication fee for commercial/light industrial developments and amend City Fee Schedule to reflect these changes.

City Council Action:

Motion by: _____ Second by: _____

Vote Yes: _____ Vote No: _____

City	Park Dedication on Residential Lot	Park Dedication for Multi-family	Park Dedication for Commercial/Industrial Lot
Ham Lake	$2,500 per lot		None
Oak Grove	$2,300 per lot		
Isanti	$1,500 per unit	$1,500 per unit, 25% less with Recreation facilities	$1,500 per acre
St Francis	$2,500 per lot		
Forest Lake	$2,500 per unit	$2,500 per unit	$2,500 base plus $2,500 per acre
Andover	$4,806 per unit	$4,806 per unit	$14,417 or 10% of land value, whichever is less
Cambridge	$1,600 per unit	$1,600 per unit	$2,940 per acre
Blaine	$4,449 per unit	$4,449 per unit	$8,704 Acre Commercial, $4,702 per Acre Industrial
Columbus	$1,525 per lot		$762.50 per lot
Coon Rapids	$2,000 per unit	$1,700 for duplex, $1,360 all others	$5,000 acre Commercial, $4,000 acre industrial

East Bethel	10% of land value	10% of land value	5% of land value

Sec. 66-194. Statutory authorization, findings of fact, and statement of purpose.

(a) *Statutory authorization.* Minn. Stats. § 462.358, subd. 2b provides that municipal subdivision regulations may require that a reasonable portion of any proposed subdivision be dedicated to the public or preserved for conservation purposes or for public use such as parks, playgrounds, trails, wetlands, or open space, and that the municipality may alternatively accept an equivalent amount in cash based upon the undeveloped land value.

(b) *Findings of fact.* The city council finds that:

(1) The preservation and development of parks, significant natural communities, features of significant historical interest, playgrounds, trails, and open space areas within the city are essential to maintaining a healthy and desirable environment for residents and persons employed within the city. The presence of parks, trails, and open space amenities also enhances the value and attractiveness of residential and commercial/industrial developments to landowners, developers, purchasers, employers, and employees. The city must not only provide for its present citizens, but it must also provide for the future.

(2) New developments place a burden upon the city's parks and open space system. New facilities must be developed concurrently with development in order to provide the desired level of service and the quality of the environment for all. Therefore, new developments shall be required to contribute toward the city's park system in rough proportion to the relative burden they will place upon the park system.

(3) The city council recognizes that the need for such parks, trails, and public open spaces is directly related to the density and intensity of population and development permitted and allowed in the city. Urban development results in increased population, increased intensity of use, and greater demands for such public areas and facilities.

(4) Development of land for schools, religious institutions, or other nonprofit organizations may create additional demand on the city's park and recreational land and facilities. The city may create partnerships with these organizations that foster cooperative use of school, nonprofit, and park properties for recreational activities.

(Ord. of 10-17-2007, § 8(8-1))

Sec. 66-195. Required dedication.

(a) *Dedication of land or cash.*

(1) Pursuant to Minn. Stats. § 462.358, subd. 2b, the city requires all subdividers, as a prerequisite to approval of a final subdivision plat or development of any land previously divided by plat, metes or bounds, or any other means, to convey to the city or dedicate to the public use for park, playground, open space, or trail, a reasonable portion of the land being platted or developed as hereinafter specified. The portions to be dedicated will be approved by the city; or in lieu thereof, the subdivider shall at the option of the city pay to the city, for use in the acquisition or development of public parks, playgrounds, or in debt retirement in connection with land previously acquired for such public purposes, an equivalent amount in cash based upon the undeveloped land value.

(2) The form of contribution (cash, land, or any combination thereof) shall be decided by city council based upon need and conformance with the comprehensive plan.

(b) *Administrative procedures.* The city council shall establish such administrative procedures as it may deem necessary and required to implement the provisions of this chapter.

(c) *Parks commission recommendation.*

(1) The parks commission shall, in each case, recommend to city council the total area and location of such land that the parks commission feels should be so conveyed or dedicated within the development for the above public purposes. These recommendations shall be based on the recommendations included in the city parks, trails, and open space plan.

(2) The parks commission shall, prior to the time that the planning commission completes its public hearings on the preliminary plat, review the preliminary plat and recommend to the planning commission the total area and location of the land the parks commission determines should be dedicated for park use. The parks commission shall present these recommendations to the planning commission and city council. In those instances where the parks commission concludes that a cash equivalency payment should be made by the applicant or owner in lieu of dedication of land, the parks commission shall recommend to the planning commission the percentage of the total park dedication requirement to be paid to the city in cash. In the event that review at a regular meeting of the parks commission would result in a delay in the review and approval process so that the time limitations of Minn. Stats. § 462.358 may not be met, the requirement of review by the parks commission may be waived by either the applicant or by city council at the time of its review of the application.

(d) *Standards for determination.*

(1) The parks commission shall develop and recommend to city council for adoption standards and guidelines for determining which portion of each such development should reasonably be required to be conveyed or dedicated. Such standards and guidelines may take into consideration the zoning classification to be assigned to the land to be developed, the particular use proposed for such land, amenities to be provided, and factors of density and site development as proposed by the subdivider. The parks commission shall further recommend changes and amendments from time to time to such standards and guidelines to reflect changes in the usage of land which may occur, changes in zoning classification, and concepts and changes in planning and development concepts that relate to the development and usages to which land may be put.

(2) The parks commission shall develop and recommend standards for design and construction of public parks, trails, and open space areas in the city.

(e) *Dedicated land requirements.* Any land to be dedicated as a requirement of this chapter shall be reasonably adapted for the above public purposes. Factors used in evaluating the adequacy of proposed dedication areas shall include size, shape, topography, drainage, geology, tree cover, rare species, and other significant wildlife habitats, access, and location.

(f) *Minimum area of dedicated land.* Subdividers shall be required to dedicate to the city for park, trail, playground, open space, and other public purposes as a minimum that percentage of net land area or equivalent market value in cash as set out below:

(1) *Residential land uses.*

Units Per Acre	Percentage of Land or Equivalent Market Value in Cash
Up to 6	10
6 or more	10 percent plus 1 percent for each dwelling unit (DU) over 6 units/acre

(2) *Cash in lieu.* In no event shall the cash in lieu of land payment exceed $2,000.00 per residential unit.

a. Metes and bounds lot splits and subdivisions which create a lot with an existing habitable residence shall have that lot excluded from any requirements for park dedication fees.

(3) *Review of cash in lieu maximum.* City council shall review the maximum cash in lieu of land payment at least every two years to ensure that it remains consistent with park and trail system development costs.

(4) *Commercial and industrial land uses.* Dedication requirement of five percent of land or equivalent market value in cash. In no event shall the cash in lieu of land payment exceed $2,000.00 per acre of land proposed for development.

(5) *Schools, religious institutions, and other nonprofit organizations.* Dedication requirement shall be determined by city council based on discussion with the school district or nonprofit agency. Recommendations will be based on anticipated use of city park facilities by the school or organization, and shall consider agreements for cooperative use of school recreational facilities.

(6) *Determination of fair market value.* To determine the fair market value of the undeveloped land, the developer shall submit an appraisal at the time of preliminary plat application. The city will then obtain a review appraisal as a validation of the developer's appraisal. If city staff and the developer are unable to agree on fair market value, city council will make the determination of fair market value.

(7) *Lands designated on official map or parks, trails, and open space plan.* Where a proposed park, playground, trail, or open space area indicated in the city parks, trails, and open space plan or comprehensive plan is located in whole or in part within a proposed subdivision, all or part of the proposed site shall be designated as such and should be dedicated to the city based on the area of land dedication required by this chapter.

(8) *Deviation from required dedication.* The dedication requirements based on the development's proportional share of the city park system are presumptively appropriate.

(9) *Wetlands and ponding areas.* Existing wetlands and drainage ways accepted by the city shall not be considered in the park land and/or cash contribution to the city.

(g) *Land dedication/payment of fees.*

(1) *Land dedication.* When land is to be dedicated to satisfy the park dedication requirement, separate lots or outlots shall be indicated on the plat drawings for the area to be dedicated. Such lots or outlot shall be deeded to the city prior to the issuance of any building permits within the plat. The developer shall be responsible for finished grading, ground cover, and construction of trails in all lands to be dedicated to the city. No credit toward the required dedication shall be given for this work, except that credit for the cost of improvements to trails included in the city's adopted trail plan may be given.

(2) *Cash fee.* When a cash fee is to be paid in lieu of land dedication, the payment of such fee shall be required as follows:

a. For residential and commercial/industrial developments, the fee shall be paid prior to the city's release of the signed final plat Mylars for recording with the county. The amount of any required cash contribution shall be calculated based on the rates established by the city and in effect as of the date of the release of the final plat for filing.

b. Park dedication is required for all newly created lots or parcels.

c. In plats that include outlots for future development, the subdivider may pay to the city the development's proportional share for the entire subdivision, including the outlots; or the development's proportional share excluding such outlots, providing that the park dedication requirement shall be satisfied when such outlots are replatted in which the amount of any required cash contribution shall be calculated based on the rates established by the city and in effect as of the date of the release of the final plat for filing.

(h) *Park fund.*

(1) *Purpose.* Cash payments shall be placed by the city in a special fund and used only for the acquisition of land for parks, trails, playgrounds, public open space, development of existing park and playground sites, public open space, and debt retirement in connection with land previously acquired for public purposes.

(2) *Annual financial report.* Each year the parks commission shall present to city council, in such detail as city council shall require, its estimate of the financial needs of the parks commission for the ensuring fiscal year.

(3) *Gifts and donations.* The parks commission is authorized to receive gifts, devises, bequests, endowments, or other donations of money and property on behalf of the city. All monies received shall be deposited in the park fund.

(Ord. of 10-17-2007, § 8(8-2); Ord. No. 51, Second Series, 8-5-2015)

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 8.0 E.1

Agenda Item: 2023 JPA Street Maintenance Project Bids

Requested Action: Consider approving the 2023 JPA Street Maintenance Project Bids and authorization to submit a letter of concurrence for bid acceptance

Background Information:
The following projects were approved to be bid as part of the 2023 JPA Street Maintenance program by City Council on January 23, 2023. These projects have been identified in the 2023-2027 Street Capital Improvement Plan (CIP) and include:

1. 200,000 LF of pavement markings
2. 100,000 LF of crack sealing

The allocated budget for crack sealing and striping the above listed streets was $200,000. These projects will be funded from the Street Capital Fund as identified in the 2023-2027 Capital Improvement Plan. On Friday March 10th, the City of Coon Rapids received and opened bids for the North Metro Street Maintenance Program.

The bid costs for our portion of the JPA project were as follows:

Striping, 200,000 LF @ $0.0866/LF	$17,331.00
Crack Filling 100,000 LF @ $.50/LF	$50,000.00
Contingency (5%)	$ 3,366.00
Administrative Cost (1%)	$ 710.00
Total Project Cost	$71,407.00

The bid results are consistent with past costs and this project is budgeted in the 2023 Street Capital Fund. This contract can be amended regarding the inclusion of additional line item bid quantities.

The remainder of the budgeted amount would remain in the Street Capital Fund and will help with anticipated higher costs of planned overlay and reconstruction projects.

Attachment(s):
Attachment 1 – Project Location Map
Attachment 2 – 2023 Summary of Bids
Attachment 3 – 2023 JPA Bid Results

Recommendation(s): Staff has reviewed the bids and recommends acceptance of the 2023 JPA Street Maintenance Agreement bids in the amount of $71,407 and authorization to submit a letter of concurrence to the City of Coon Rapids indicating our participation in this project.

City Council Action:

Motion by: _____ Second by: _____

Vote Yes: _____ Vote No: _____

2023 STREET MAINTENANCE PROGRAM SUMMARY OF BIDS

Sealcoating – Bid Schedule 1	Base Bid	Alternate
Allied Blacktop Company	$305,760.84	$304,130.84
Asphalt Surface Technologies	$354,758.60	$354,269.60
Pearson Bros. Inc.	$ 386,164.20	$ 386,164.20

Pavement Markings – Bid Schedule 2

Warning Lites	$ 227,645.38
Sir Lines-A-Lot Inc.	$ 322,973.00

Crack Sealing – Bid Schedule 3

Allied Blacktop Company	$438,248.28
Northwest Asphalt & Maintenance	$450,463.14
Fahrner Asphalt Sealers Asphalt	$679,134.35
American Pavement Solutions Inc.	$ 819,655.65

Fog Sealing, Streets – Bid Schedule 4

Pearson Bros. Inc.	$161,269.75
Asphalt Surface Technologies	$ 166,472.00
Allied Blacktop Company	$ 173,755.15

Fog Sealing, Trails & Parking Lots – Bid Schedule 5

Allied Blacktop Company	$104,068.20
Pearson Bros. Inc.	$121,888.00
Asphalt Surface Technologies	$ 159,392.00

23-5 2023 Street Maintenance Program (#8366037)
Owner: Coon Rapids MN, City of
Solicitor: Coon Rapids MN, City of
03/17/2023 10:00 AM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Allied Blacktop Company Unit Price	Allied Blacktop Company Extension	Pearson Bros, Inc. Unit Price	Pearson Bros, Inc. Extension	Fahrner Asphalt Sealers, LLC Unit Price	Fahrner Asphalt Sealers, LLC Extension	Warning Lites Unit Price	Warning Lites Extension	Sir Lines-A-Lot Unit Price	Sir Lines-A-Lot Extension	Asphalt Surface Technologies Corp. Unit Price	Asphalt Surface Technologies Corp. Extension	American Pavement Solutions Inc. Unit Price	American Pavement Solutions Inc. Extension	Northwest Asphalt & Maintenance Unit Price	Northwest Asphalt & Maintenance Extension
BID SCHEDULE NO. 1 - SEAL COATING							$305,760.84		$386,164.20		$0.00		$0.00		$0.00		$354,758.60		$0.00		$0.00
	1	1	Dresser Trap Rock (Base Bid) - Furnish and Install FA-2 Aggregate	SY	16300	$1.32	$21,516.00	$1.40	$22,820.00							$1.28	$20,864.00				
	2	2	Dresser Trap Rock (Base Bid) - Furnish and Install FA-1 1/8"	SY	148818	$1.38	$205,368.84	$1.40	$208,345.20							$1.28	$190,487.04				
	3	3	Furnish and Install CRS-2 Seal Coat Oil	GAL	18340	$1.50	$27,510.00	$3.25	$59,605.00							$2.73	$50,068.20				
	4	4	Furnish and Install CRS-2P (Polymer Mod)	GAL	29352	$1.75	$51,366.00	$3.25	$95,394.00							$3.18	$93,339.36				
BID SCHEDULE NO. 1A - SEAL COAT ALTERNATE							$304,130.84		$386,164.20		$0.00		$0.00		$0.00		$354,269.60		$0.00		$0.00
	5	1	Granite Alternate - Furnish and Install FA-2 Aggregate	SY	16300	$1.22	$19,886.00	$1.40	$22,820.00							$1.25	$20,375.00				
	6	2	Granite Alternate - Furnish and Install FA-1 (Modified 1/8")	SY	148818	$1.38	$205,368.84	$1.40	$208,345.20							$1.28	$190,487.04				
	7	3	Furnish and Install CRS-2 Seal Coat Oil	GAL	18340	$1.50	$27,510.00	$3.25	$59,605.00							$2.73	$50,068.20				
	8	4	Furnish and Install CRS-2P (Polymer Mod)	GAL	29352	$1.75	$51,366.00	$3.25	$95,394.00							$3.18	$93,339.36				
BID SCHEDULE NO. 2 - PAVEMENT MARKINGS							$0.00		$0.00		$0.00		$227,645.38		$322,973.00		$0.00		$0.00		$0.00
	9	1	Furnish and Install Street Markings	GAL	5586			$0.00	$0.00			$27.73	$154,899.78	$36.50	$203,889.00	$0.00	$0.00				
	10	2	Furnish and Install Parking Lot Marking	GAL	43			$0.00	$0.00			$101.60	$4,368.80	$140.00	$6,020.00	$0.00	$0.00				
	11	3	Furnish and Install Symbol Markings	GAL	673			$0.00	$0.00			$101.60	$68,376.80	$168.00	$113,064.00	$0.00	$0.00				
BID SCHEDULE NO. 3 - CRACK SEALING							$438,248.28		$0.00		$679,134.35		$0.00		$0.00		$1,043,817.55		$819,655.65		$450,463.14
	12	1	Furnish and Install Street Rout & Seal Crack Sealing	LF	319908	$0.56	$179,148.48	$0.00	$0.00	$0.85	$271,921.80					$1.35	$431,875.80	$1.15	$367,894.20	$0.54	$172,750.32
	13	2	Furnish and Install Street Blow & Go Crack Sealing	LF	494700	$0.50	$247,350.00	$0.00	$0.00	$0.79	$390,813.00					$1.15	$568,905.00	$0.87	$430,389.00	$0.54	$267,138.00
	14	3	Furnish and Install Trail Rout & Seal Crack Sealing	LF	15483	$0.60	$9,289.80	$0.00	$0.00	$0.85	$13,160.55					$2.25	$34,836.75	$1.15	$17,805.45	$0.54	$8,360.82
	15	4	Furnish and Install Trail Blow & Go Crack Sealing	LF	4100	$0.60	$2,460.00	$0.00	$0.00	$0.79	$3,239.00					$2.00	$8,200.00	$0.87	$3,567.00	$0.54	$2,214.00
BID SCHEDULE NO. 4 - FOG SEALING - STREETS							$173,755.15		$161,269.75		$0.00		$0.00		$0.00		$166,472.00		$0.00		$0.00
	16	1	Furnish & Install Street Fog Sealing	GAL	20809	$8.35	$173,755.15	$7.75	$161,269.75							$8.00	$166,472.00				
BID SCHEDULE NO. 5 - FOG SEALING - TRAILS & PARKING LOTS							$104,068.20		$121,888.00		$0.00		$0.00		$0.00		$159,392.00		$0.00		$0.00
	17	1	Furnish & Install Trail Fog Sealing	GAL	14073	$5.40	$75,994.20	$6.50	$91,474.50							$8.50	$119,620.50				
	18	2	Furnish & Install Parking Lot Fog Sealing	GAL	4679	$6.00	$28,074.00	$6.50	$30,413.50							$8.50	$39,771.50				
Base Bid Total:							$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: 8.0 G.1

Agenda Item: Commission - Authority Appointment Policy Amendment

Background:
As City Code Chapter 2, Article IV, Section 2-71 was amended as item 4.0 A on the agenda of the March 27, 2023 City Council Meeting, the Commission/Authority Appointment Policy needs to be updated to reflect the Code changes.

Attachment 1 contains these changes as a redline edit of the policy and Attachment 2 is a clean copy. These updates will align this policy with the code amendments to Section 2-71.

Attachments:

1.) Commission/Authority Appointment Policy - Red-line Copy
2.) Commission/Authority Appointment Policy – Clean Copy

Recommendation:
Staff is requesting Council approval of the amended Commission/Authority Appointment Policy

City Council Action:

Motion by: _____ Second: _____

Vote Yes: _____ Vote No: _____

Commission Appointments Policy

Updated: ~~November 1, 2017~~ March 13, 2023

Purpose. The purpose of this policy is to ~~identify~~ outline the process for consideration, recommendation and appointment of Commission Members serving on the Parks, ~~Roads~~ and Planning Commissions and the Economic Development Authority for the City of East Bethel.

Vacancy. The City Council shall declare a vacancy by motion and approval of the City Council when:

1. A current member submits and the City Council accepts a resignation of a current member of any Commission; or
2. At the notification by a sitting member that they will not apply for an additional term. No notification by the sitting member by the deadline date will be deemed a vacancy, or
3. When, as a result of non-participation or other reason, Council removes a current member from a Commission.

Advertise. Staff will be directed to advertise all vacancies for Commission/Authority membership by noting the position vacant in an advertisement. Staff shall utilize the following resources to advertise vacant Commission/Authority openings: ~~official newspaper,~~ City newsletter, City's website, local access cable channel, City billboard, City social media sites and at City Hall.

Application: End of Term Appointment. The period for accepting applications shall begin ~~October~~ November1st of each year and continue for a period of at least four weeks. Applications shall be by letter of interest wherein each applicant shall provide information regarding interest, qualifications/background and willingness to serve in the capacity. Current Commission members whose term expires on ~~December~~ January 31st will be required to submit a letter of interest requesting re-appointment to the Council to the City.

Mid-term Appointment. The period for accepting applications shall begin the day the Council declares a vacancy and continue for a period of at least four weeks. City Council shall set the closing date for applications. Applications shall be by letter of interest wherein each applicant shall provide information regarding interest, qualifications/background and willingness to serve in the capacity.

Selection process for Commission Vacancies. Applications will be received until the posted closing date. Closing dates shall be arranged to conclude no later than one week prior to the next regularly schedule Commission/Authority meeting. The applications will be ~~submitted~~ considered by and at the next scheduled or called Commission/Authority meeting for consideration by the members of the Commission/Authority. The Commission/Authority shall review the applications, verify the residency requirements, interview ~~the~~ all the eligible applicants and select by majority vote and ~~motion and approval~~ approve an applicant for recommendation for the vacant position to be forwarded to City Council for consideration of approval. Should the Commission/Authority recommend no candidate as a result of the interviews, the appointment for the vacant positon shall be re-advertised or appointed by City Council at its discretion.

Re-Appointments of Sitting Commission/Authority Members. Upon written notification by a sitting Commission/Authority Member requesting an additional term, consideration for re-appointment by Council in November of the year prior to the expiration of their term will be considered. Notice for request of re-appointment is required by no later than one week prior to the first Regular Council Meeting in November of the year prior to that of the expiring member's term.

Sitting members request for an additional term is for the Commission/Authority, and only for the Commission/Authority, they currently serve. Council would consider this request and if approved, make the appointment, for the term as specified by City Code. ~~prior to any vacancy selections for the Commissions.~~

Appointment for Commission/Authority Vacancies. City Council shall consider the recommendation of the Commission/Authority for the appointment and act upon the recommendation for the vacant position ~~for the period~~ as specified by Chapter 2, Article IV, Section 2-71 of the East Bethel Code of Ordinances

Commission Appointments Policy

Updated: March 13, 2023

Purpose. The purpose of this policy is to outline the process for consideration, recommendation and appointment of Commission Members serving on the Parks, and Planning Commissions and the Economic Development Authority for the City of East Bethel.

Vacancy. The City Council shall declare a vacancy by motion and approval of the City Council when:

1. A current member submits and the City Council accepts a resignation of a current member of any Commission; or
2. At the notification by a sitting member that they will not apply for an additional term. No notification by the sitting member by the deadline date will be deemed a vacancy, or
3. When, as a result of non-participation or other reason, Council removes a current member from a Commission.

Advertise. Staff will be directed to advertise all vacancies for Commission/Authority membership by noting the position vacant in an advertisement. Staff shall utilize the following resources to advertise vacant Commission/Authority openings: City newsletter, City's website, local access cable channel, City billboard, City social media sites and at City Hall.

Application: End of Term Appointment. The period for accepting applications shall begin November 1st of each year and continue for a period of at least four weeks. Applications shall be by letter of interest wherein each applicant shall provide information regarding interest, qualifications/background and willingness to serve in the capacity. Current Commission members whose term expires on January 31st will be required to submit a letter of interest requesting re-appointment to the Council to the City.

Mid-term Appointment. The period for accepting applications shall begin the day the Council declares a vacancy and continue for a period of at least four weeks. City Council shall set the closing date for applications. Applications shall be by letter of interest wherein each applicant shall provide information regarding interest, qualifications/background and willingness to serve in the capacity.

Selection process for Commission Vacancies. Applications will be received until the posted closing date. Closing dates shall be arranged to conclude no later than one week prior to the next regularly schedule Commission/Authority meeting. The applications will be considered by and at the next scheduled or called Commission/Authority meeting for consideration by the members of the Commission/Authority. The Commission/Authority shall review the applications, verify the residency requirements, interview all the eligible applicants and select by majority vote and approve an applicant for recommendation for the vacant position to be forwarded to City Council for consideration of approval. Should the Commission/Authority recommend no candidate as a result of the interviews, the appointment for the vacant positon shall be re-advertised or appointed by City Council at its discretion.

Re-Appointments of Sitting Commission/Authority Members. Upon written notification by a sitting Commission/Authority Member requesting an additional term, consideration for

re-appointment by Council in November of the year prior to the expiration of their term will be considered. Notice for request of re-appointment is required by no later than one week prior to the first Regular Council Meeting in November of the year prior to that of the expiring member's term.

Sitting members request for an additional term is for the Commission/Authority, and only for the Commission/Authority, they currently serve. Council would consider this request and if approved, make the appointment, for the term as specified by City Code.

Appointment for Commission/Authority Vacancies. City Council shall consider the recommendation of the Commission/Authority for the appointment and act upon the recommendation for the vacant position as specified by Chapter 2, Article IV, Section 2-71 of the East Bethel Code of Ordinances.

City of East Bethel
City Council Regular Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 8.0 G.2

Agenda Item: Upper Rum River Water Management Organization (URRWMO) Proposed 2023 Budget

Background Information:
The Upper Rum River WMO is a joint powers organization consisting of Bethel, East Bethel, Ham Lake, Nowthen, Oak Grove and St. Francis. Statutorily, all municipalities in the seven county Metro are required to participate in the Water Management Organizations or Districts. The Minnesota Board of Water and Soil Resources (BWSR) is the state agency that oversees and monitors the operations of the WMO's.

The member cities of the URRWMO jointly address water resources issues in this watershed. The organization is operated by an appointed board which consists of two representatives from each member locality. The URRWMO Joint Powers Agreement provides rules and procedures for operation of the organization. City Councilperson Tim Miller and Citizen Member Radja Lohse are East Bethel's representatives on the URRWMO.

The URRWMO's draft 2024 budget is provided to each member city for their input and is attached for review. Any requests to modify this budget need to be submitted to the URRWMO prior by April 25, 2023. After that date, and absent any comments or direction from East Bethel, our portion of the budget would be considered approved at the level indicated for 2024.

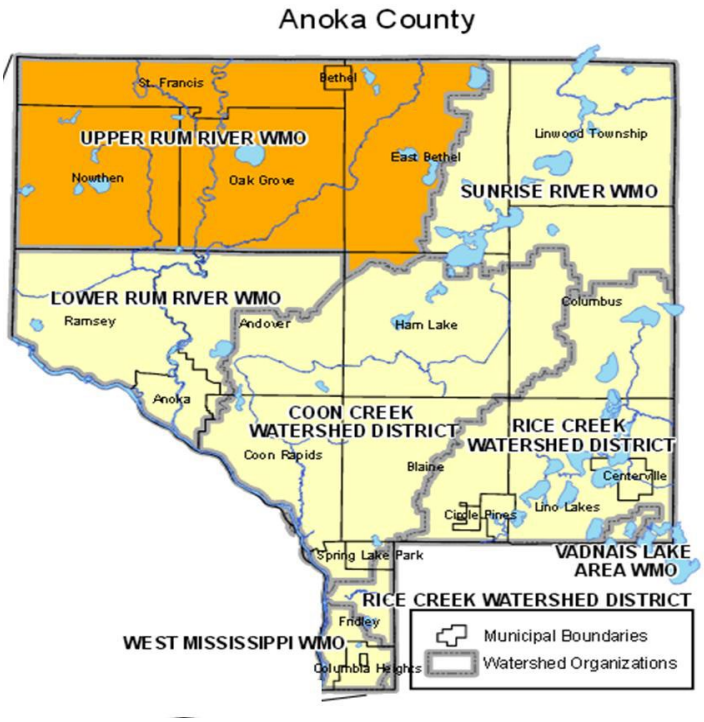
Budgets for 2024 (proposed) and the previous six years are as follows:

YEAR	URRWMO BUDGET	EAST BETHEL PORTION
2024	$41,814	$ 9,173
2023	$44,814	$ 9,739
2022	$42,656	$ 9,256
2021	$44,218	$ 9,641
2020	$52,943	$10,462
2019	$33,935	$ 7,651
2018	$32,000	$ 5,298

The URRWMO understands that fluctuating budget proposals can be difficult for the members to accommodate and they recognize the difficulties this can pose. As opposed to levying excess dollars in years of lesser obligations and carrying those funds forward to years with projected increased costs, this is still a better budgeting option to deal with these changing requests for funds.

The proposed 2024 URRWMO Budget is $41,814 as compared to the 20223 budget of $44,814. East Bethel's portion of the 2024 budget, as presented in Attachment 1, is proposed to be $9,173 or a decrease of 5.8% from the 2023 City share of $9,739

JPA Boundary:



Attachments:
Attachment 1 – Proposed 2024 URRWMO Budget

Fiscal Impact:
As noted above

Recommendation(s):
Staff requests the City Council consider approval of the URRWMO Draft 2024 Budget as exhibited in Attachment 1.

City Council Action:

Motion by: _____ Second: _____

Vote Yes: _____ Vote No: _____

UPPER RUM RIVER
Watershed Management Organization

COSTS BY CITY

2024 DRAFT Budget 3/8/2023

Notes:

Budget was developed 2019-2028 URRWMO Watershed Management Plan.
Community contributions are based on land area and market valuations, per the current Upper Rum River WMO joint powers agreement.
The community contributions were updated with the most recent market valuations in 2021. This update is done every five years.

		Bethel	East Bethel	Ham Lake	Nowthen	Oak Grove	St. Francis	TOTAL
	% non-operating cost	1.04%	23.85%	1.68%	22.81%	30.48%	20.14%	100.00%
	% operating costs -->	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	100.00%
Row Labels	Sum of 2024 Budget							
Non-operating	**$30,686.00**	**$319.13**	**$7,318.61**	**$515.52**	**$6,999.48**	**$9,353.09**	**$6,180.16**	**$30,686.00**
Collaboration/Planning	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
Education and Public Outreach	**$3,531.00**	$36.72	$842.14	$59.32	$805.42	$1,076.25	$711.14	**$3,531.00**
Non-Operating General	**$3,098.00**	$32.22	$738.87	$52.05	$706.65	$944.27	$623.94	**$3,098.00**
Water Quality Improvement Projects	**$16,557.00**	$172.19	$3,948.84	$278.16	$3,776.65	$5,046.57	$3,334.58	**$16,557.00**
Water Monitoring	**$7,500.00**	$78.00	$1,788.75	$126.00	$1,710.75	$2,286.00	$1,510.50	**$7,500.00**
Studies	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
Operating	**$11,128.00**	**$1,854.67**	**$1,854.67**	**$1,854.67**	**$1,854.67**	**$1,854.67**	**$1,854.67**	**$11,128.00**
Operating Expenses	**$11,128.00**	$1,854.67	$1,854.67	$1,854.67	$1,854.67	$1,854.67	$1,854.67	**$11,128.00**
Grand Total	**$41,814.00**	**$2,173.80**	**$9,173.28**	**$2,370.19**	**$8,854.14**	**$11,207.76**	**$8,034.83**	**$41,814.00**

UPPER RUM RIVER
Watershed Management Organization

BUDGET DETAIL

2024 DRAFT Budget Detail 3/8/2023

Notes:
Budget was developed 2020-2029 SRWMO Watershed Management Plan.

	Row Labels	Sum of 2021 Budget	Sum of 2022 Budget	Sum of 2023 Budget	Sum of 2024 Watershed Plan	Sum of 2024 Budget
1	**Non-operating**					
2	**Collaboration/Planning**					
3	Aerial photos	$0.00	$0.00	$0.00	$0.00	$0.00
4						
5	**Education and Public Outreach**					
6	Anoka Co Outreach Coordinator Position	$1,000.00	$1,000.00	$1,250.00	$0.00	$1,500.00
7	Website operations/maintenance	$685.00	$715.00	$745.00	$905.00	$900.00
8	Rum River biomonitoring with St. Francis High School	$0.00	$0.00	$0.00	$0.00	$0.00
9	Website platform update	$0.00	$0.00	$0.00	$0.00	$0.00
10	URRWMO public education and outreach	$1,051.00	$1,077.00	$1,104.00	$1,131.00	$1,131.00
11						
12	**Non-Operating General**					
13	Watershed Coordinator - Facilitate Technical Advisory Committee (TAC)	$2,550.00	$1,723.00	$425.00	$1,810.00	$1,810.00
14	Watershed Coordinator - WRAPS review	$0.00	$0.00	$500.00	$0.00	$0.00
15	Watershed Coordinator - Grant applications	$3,782.00	$3,877.00	$1,071.00	$4,073.00	$1,288.00
16	5-year Watershed Plan Amendment per BWSR Requirement	$0.00	$0.00	$0.00	$0.00	$0.00
17	URRWMO JPA Update				$0.00	$0.00
18						
19	**Water Quality Improvement Projects**					
20	Projects as detailed in the URRWMO 10-year Plan	$15,375.00	$15,759.00	$16,153.00	$16,557.00	$16,557.00
21						
22	**Water Monitoring**					
23	Lake Level Monitoring	$1,200.00	$1,200.00	$1,400.00	$1,400.00	$1,400.00
24	Lake Water Quality Monitoring	$1,900.00	$0.00	$2,060.00	$2,400.00	$2,400.00
25	Reference Wetland Hydrology Monitoring	$1,950.00	$1,950.00	$2,100.00	$2,465.00	$2,465.00
26	Stream Water Quality Monitoring	$0.00	$4,350.00	$4,650.00	$0.00	$0.00
27	Water Monitoring Fund	$2,450.00	$0.00	$0.00	$1,228.00	$1,235.00
28						
29	**Studies**					
30	Subwatershed Assessment Studies (SWAs) for priority waterbodies	$1,537.50	$0.00	$2,000.00	$0.00	$0.00
31						
32	**Operating**					
33	**Operating Expenses**					
34	Advertise Bids for Pro Services (req'd in odd yrs)	$0.00	$0.00	$0.00	$0.00	$0.00
35	Liability Insurance	$2,416.00	$2,477.00	$2,539.00	$2,602.00	$2,300.00
36	Recording Secretary services	$1,261.00	$1,292.00	$1,400.00	$1,358.00	$1,225.00
37	Watershed Coordinator - Facilitate regular URRWMO mtgs	$3,362.00	$3,446.00	$3,532.00	$3,621.00	$3,621.00
38	Watershed Coordinator - Annual Report to State Auditor	$672.00	$689.00	$706.00	$724.00	$724.00
39	Watershed Coordinator - Annual Report to BWSR	$1,345.00	$1,378.00	$1,413.00	$1,448.00	$1,448.00
40	Watershed Coordinator - Other - see desc.	$1,681.00	$1,723.00	$1,766.00	$1,810.00	$1,810.00
41						
42	**Grand Total**	**$44,217.50**	**$42,656.00**	**$44,814.00**	**$43,532.00**	**$41,814.00**

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 8.0 G.3

Agenda Item: April Work Meeting

Background Information:
Our monthly Work Meeting is scheduled for Monday, April 3, 2023 at 7:00 PM. The following item(s) are recommended for discussion:

1. Discussion of a Conduit Bond Issuance Proposal for a potential Cambia Hills purchaser
2. Community Development Director Position Advertisement
3. Sunrise River WMO Joint Powers Agreement Update
4. Request for a Cat Ordinance

Fiscal Impact:
To be determined

Recommendation(s):
Staff recommends that City Council set the agenda item(s) as presented or other items as desired for the April 3, 2023 Work Meeting.

City Council Action:

Motion by: _____ Second by: _____

Vote Yes: _____ Vote No: _____

City of East Bethel
City Council Meeting
Agenda Item Information

Date: March 27, 2023

Agenda Item Number: Item 8.0 G.4

Agenda Item: Additional Allocation to the Sunrise River WMO for legal fees

Background Information:
The Sunrise River Water Management Organization (SRWMO) conducted meetings on October 4 and 19, December 6, 2022 and March 1, 2023 with City Administrators and Council member liaisons from each member municipality to discuss amendments to the Joint Powers Agreement (JPA) that would update the agreement to align with current state statutes and consider a new funding formula for assigning costs to the members. This JPA was adopted in 1985 and has been amended just once in 2010. That amendment only changed the timing of invoices to the members from an annual to a semi-annual basis.

These meetings did not produce any resolution on a funding formula that would be acceptable to all the members (East Bethel, Columbus, Ham Lake and Linwood) with Ham Lake being the only dissenter to an agreement.

After the March 1, 2023 Meeting, which included representatives from the Board of Water and Soil Resources (BWSR), the DNR and the Anoka County Attorney's Office, Ham Laker remained resolute in their position on the funding formula and the requirement for ratification of the proposed annual budget. Ham Lake's stance on this matter was unchanged even as attorneys made clear at our March 1 meeting, that state law prohibits requiring unanimous ratification of budgets. MN statute 103B211 Subd. 1(c) states decisions by a joint powers board may not require more than a majority vote, except a decision on a capital improvement project, which may require no more than a two-thirds vote.

The funding formula remains a point of contention. The most recent Ham Lake council meeting reaffirmed that their city will accept only one option. The three other municipalities have considered that option at length, and none have accepted it.

Columbus, East Bethel and Linwood committee members are of the opinion that we proceed with the JPA amendments as agreed upon by the majority of the JPA members. Due to the issues above, the $8,000 in legal fees budgeted for this matter have been expended and an additional $4,000 is needed to finalize the agreement.

Columbus has already proposed and received authorization from their City Council to contribute another $1,000 towards the attorney fees to finalize the JPA amendments. It has been requested that East Bethel, Linwood and Ham Lake consider the same $1,000 authorization from their Councils/Town Board to enable the JPA amendments to move forward and allow the preparation of the 2024 SRWMO Budget by the end of May 2023.

$8,000 was included in the 2022 SRWMO Budget to complete this task but due to concerns by the City of Ham Lake with the funding formula for the member's annual contributions and votes for budget approvals, an additional $4,000 in legal costs for this matter will be required to conclude this work. This cost would be a contribution of $1,000 from Columbus, East Bethel, Ham Lake and Linwood.

The additional contribution of $1,000 from each member does not get us past Ham Lakes's objections but it will enable the completion of the JPA amendments and have this step completed to expedite the preparation of the 2024 budget. This additional allocation is a cost that will be incurred either at this time or at some future date. The approval of this allocation by Columbus, East Bethel and Linwood puts the burden of this matter back in Ham Lake's domain and shows our collective effort to come to some resolution of the JPA amendment.

The City of Ham Lake has stated they will consider opting out of the SRWMO unless there is a change in the funding formula that lowers their cost. However, it is unlikely that this is an option for them as there is no sentiment on Anoka County's behalf to take over their WMO area and BWSR has given indication that they are not favorable to consideration of their exit.

Attachments:
Attachment 1 – 2023 SRWMO Budget

Fiscal Impact: To be determined

Recommendation(s):

Staff is seeking direction from Council as to the request for an additional $1,000 allocation to the SRWMO to pay for additional legal fees to complete the Sunrise River WMO JPA amendments.

City Council Action:

Motion by: _____ Second: _____

Vote Yes: _____ Vote No: _____

Sunrise River
Watershed Management Organization

MEMO

To: **SRWMO Member Communities**

From: **SRWMO Board**

Date: **February 4, 2022**

Re: **2023 SRWMO budget**

The Sunrise River Watershed Management Organization (SRWMO) board has developed its recommended 2023 budget. It must be ratified by each member community before it becomes final. Please consider ratification no later than **April 7**. Notifications can be sent to jamie.schurbon@anokaswcd.org.

We mindful of the source of budgeted dollars – our taxpaying neighbors. We begin budgeting with planned expenses in our 10-year Watershed Management Plan, which was approved by member communities and the State. Then, we spend several hours evaluating whether each planned project is still a priority and alternatives to reduce costs. In most years, our process results in reductions.

Our 2023 budget is **11% lower than the amount in our Watershed Management Plan**. We achieved this reduction by cutting work that was not ready to be implemented and unlikely to be awarded grant dollars. Looking at the last three years, our actual budget requests to member communities have been 11-20% below Plan amounts. Plan amounts are capped at $50,000/yr.

For larger projects, our budgets are nearly always for grant match, not the actual project cost. Since 2014 **we and our partners have secured over $1.1M in grants**. Most grants require 10% to 25% local match. In this way, we multiply local dollars.

If you have questions about this budget, please reach out to your SRWMO representatives or Jamie Schurbon (763-434-2030 ext 210 or jamie.schurbon@anokaswcd.org).

Sunrise River Watershed Management Organization

2023 DRAFT Budget 2/4/2022

Notes:

Budget was developed 2020-2029 SRWMO Watershed Management Plan.

			Linwood	East Bethel	Columbus	Ham Lake
		Cost	47.04%	29.99%	19.17%	3.80%
	NON-OPERATING EXPENSES (split by percentages)					
1	**Non-operating General**					
2	Grant Search and Applications	$1,109.00	$521.67	$332.59	$212.60	$42.14
3	**Multi-Partner Coordination**					
4	Participate in One Watershed, One Plan (1W1P)	$710.00	$333.98	$212.93	$136.11	$26.98
5	**Effectiveness Monitoring**					
6	Lake Water Quality	$4,246.00	$1,997.32	$1,273.38	$813.96	$161.35
7	**Surveillance Monitoring**					
8	Lake Level Monitoring	$1,745.00	$820.85	$523.33	$334.52	$66.31
9	Secchi Transparency Lake Monitoring - volunteer coord.	$972.00	$457.23	$291.50	$186.33	$36.94
10	Reference Wetland Hydrology Monitoring	$2,130.00	$1,001.95	$638.79	$408.32	$80.94
11	**Water Quality Improvement Projects**					
12	SRWMO Cost Share Grant Fund - open to public	$1,500.00	$705.60	$449.85	$287.55	$57.00
13	SRWMO Cost Share Grant Fund - through lake associations	$6,250.00	$2,940.00	$1,874.38	$1,198.13	$237.50
14	Ditch 20 Wetland Restoration Outreach	$343.00	$161.35	$102.87	$65.75	$13.03
15	Carp Mgmt Feasibility Study or Maintenance Harvests	$2,000.00	$940.80	$599.80	$383.40	$76.00
16	Alum Feasibility Study or Treatment	$0.00	$0.00	$0.00	$0.00	$0.00
17	**Studies and Inventories**					
18	Linwood Lake Subwatershed Retrofitting Study	$2,000.00	$940.80	$599.80	$383.40	$76.00
19	**Education and Public Outreach**					
20	Newsletters	$938.00	$441.24	$281.31	$179.81	$35.64
21	Website	$725.00	$341.04	$217.43	$138.98	$27.55
22	Anoka Co Outreach Coordinator Position	$4,606.00	$2,166.66	$1,381.34	$882.97	$175.03
23	Promote Well Water Wise	$54.00	$25.40	$16.19	$10.35	$2.05
24	**Rollover Funds (used to maintain a flat budget of $50K, covering planned expenses over that amount in future years)**					
25	Rollover Funds	$1,174.00	$552.25	$352.08	$225.06	$44.61
26	**Undesignated reserve account spend down**					
27	Reserve spend down (negative number)	$0.00	$0.00	$0.00	$0.00	$0.00
28	SUBTOTAL	$30,502.00	$14,348.14	$9,147.55	$5,847.23	$1,159.08

			Linwood	East Bethel	Columbus	Ham Lake
		Cost	25.00%	25.00%	25.00%	25.00%
	OPERATING EXPENSES (split equally four ways)					
29	**Operating Expenses**					
30	Recording Secretary services	$1,600.00	$400.00	$400.00	$400.00	$400.00
31	Liability Insurance	$1,613.00	$403.25	$403.25	$403.25	$403.25
32	Administrative fee charged to member communities, component activities/costs listed below					
33	On-call Administrative Assistance - ACD	$8,800.00	$2,200.00	$2,200.00	$2,200.00	$2,200.00
34	Annual Written Communication to Member Communities	$665.00	$166.25	$166.25	$166.25	$166.25
35	Annual Reports to BWSR, State Auditor	$1,220.00	$305.00	$305.00	$305.00	$305.00
36	Advertise Bids for Pro Services (req'd in odd yrs)	$100.00	$25.00	$25.00	$25.00	$25.00
37	Reserve spend down (negative number)	$0.00	$0.00	$0.00	$0.00	$0.00
38	SUBTOTAL	$13,998.00	$3,499.50	$3,499.50	$3,499.50	$3,499.50
39						
40	GRAND TOTAL	$44,500.00	$17,847.64	$12,647.05	$9,346.73	$4,658.58