

EAST BETHEL CITY COUNCIL MEETING

March 25, 2024

The East Bethel City Council met on March 25, 2024, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Kevin Lewis Brian Mundle Bob DeRoche
Tim Miller Jim Smith

ALSO PRESENT: Matt Look, City Administrator
Eric Larson, City Attorney
Rodney Sanow, Fire Chief
Aaron Berg, Community Development Director
Nate Ayshford, Public Works Manager

1.0 Call to Order

The March 25, 2024, City Council meeting was called to order by Mayor Lewis 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. Miller stated I'll second. Lewis asked any discussion? Look stated Item D, Closed Session, has been removed from the agenda for additional time to work with the City Attorney.

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

4.0 Presentations and Public Hearings

4.0 A Anoka County Sheriff's Report

Lieutenant Derek Peters presented the February 2024, Sheriff's Report, stating the Sheriff's Department responded to 336 calls for service including 1 burglary, 3 thefts, 1 criminal sexual conduct, 1 assault, 5 damage to property, 12 PI accidents, 16 PD accidents, 47 medical, 24 animal complaints, 14 alarms, 4 felony arrests, 2 gross misdemeanor arrests, 5 misdemeanor arrests, 2 DUI arrests, 2 drug arrests, 3 warrant arrests, 113 traffic stops, and 32 traffic arrests.

Lewis thanked Peters for his presentation.

Informational; no action required.

4.0 B Fire Department Monthly Report

Fire Chief Sanow presented the February 2024 report and noted that they responded to 68 calls, of which 48 were medical, 2 crashes, 2 alarms, 5 burning/smoke, 5 other, 2 fires, and 4 mutual aid. He encouraged residents to obtain burning permits before burning their brush, even with the snow on the ground. He stated residents also should notify their neighbors when they were going to burn.

Lewis thanked Sanow for his report.

Informational; no action required.

5.0 Public Forum

Jim Moskalik at 19141 E. Front Blvd. NE, requested the City reevaluate the septic variance prior to the 365-waiting period. Berg explained the 365-waiting period. He noted the Council could decide to rehear the variance request if they wanted.

Lewis asked if anything had changed with respect to the circumstances since this first came up and did anything change. Mr. Moskalik responded some other projects had been approved that had similar circumstances, and he thought the Council might approve theirs now.

Lewis believed Mr. Moskalik also had a driveway issue with not having a legitimate driveway. Berg updated the Council on the status of this request. He indicated City Code required they wait a year before a request could be made again unless Council decided otherwise. He believed there were some potential options available though with respect to screening as that was one of the biggest concerns from the neighborhood. He presented some options for screening.

An audience member stated she had worked with Minnesota Native Landscapes and had put in all Minnesota native plants that were 24 inches tall at the street level, so it didn't interfere with anybody's view of anything. She noted it looked like a raised flower bed.

Larson stated the Public Forum was not the best place to have a revisitation of a denial of a variance. He suggested Mr. Moskalik put in a written formal request to the Community Development Director, who could then proceed with a property process to determine if this needed to go through the Planning Commission or if it could go directly to the Council.

Lewis agreed noting it was good to bring it up at the Public Forum but allow it to go through the normal channels. He stated he had discussed this with Berg and Look and had requested additional information on what was going on. He thanked Mr. Moskalik for bringing this back to the Council's attention.

6.0 Consent Agenda

~~Item A: Approve Bills~~

Item B: Approve Meeting Minutes March 11, 2024 City Council Work Meeting

Item C: Request for Proposals for Ice Arena Management Services

Item D: Request for Proposals for Assessor Services

Item E: Renewal of Corporate Four as the City's Insurance Agent

Item F: Res. 2024-22 Amending Res. 2024-09: Change Developer of Strandlund Farm

Item G: Final Payment for the 2023 Street Surface Improvement Project

Item H: Res. 2024-23 Declaring 2003 Recycling Center Bobcat Surplus Property

Item I: Purchase of Bobcat T66 Compact Track Loader

Item J: Class 5 Road Resurfacing Bids

Item K: Res. 2024-24 Declaring Booster West Skateboard Park Surplus Property

Item L: Purchase of Skateboard Park Equipment for Booster West Park

Item M: Amendment to Personnel Policy – Section 7.3 Earned Safe and Sick Time

Item N: Res. 2024-25 Accepting Bids: 2024 Street Surface Improvement Project

Lewis requested to pull Item A.

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

6.0 A Approve Bills

Lewis inquired about the \$50,000 Park Capital Projects MWP. Ayshford responded this was for the Coon Lake Beach playground equipment replacement. He indicated according to the quote the company was above the \$50,000, but they had cut it back to \$50,000 to meet the quote. He indicated all of the bids came close to the \$50,000.

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

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

No reports given.

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

8.0 E.1 Street Light Installation at 19527 Tri Oak Circle

Ayshford reviewed staff's report indicating the City of East Bethel currently has approximately 66 overhead streetlights that are maintained by Connexus Energy. The City pays a set monthly fee for these lights with the majority of them are located at major intersections. The City of East Bethel also pays for the overhead streetlights atop all of the stop lights at the four major lighted intersection of Highway 65.

Ayshford noted a resident at 19527 Tri Oak Circle has approached the City about having a streetlight installed within their neighborhood. The resident will pay all of the installation costs as well as any reoccurring monthly fees in perpetuity. If the property is sold, the agreement will remain with the property. The proposed light would be in the public right-of-way and illuminate the street.

Ayshford stated the resident was asked to seek approval from all adjacent property owners that could be affected by the light. Their signatures are included as attachment #3 to the City Council's packet. Ayshford indicated the resident is seeking approval for the installation of the streetlight in the public right-of-way adjacent to their property.

Mundle stated I'll make a motion to approve the installation of a streetlight at 19527 Tri Oak Circle. DeRoche stated I'll second. Lewis asked any discussion?

Mundle asked if there was no cost to the City for doing this. Ayshford responded there was not, but the Council needed to approve the lights being put in the right-of-way. He noted this would be attached to an existing power pole, and the light was hooded to direct the light down towards the ground. He indicated normally they do not do these types of lights in neighborhoods and that was one of the reasons this was being brought to Council also.

Lewis asked if there was any particular events that triggered two different neighbors requesting lights in this neighborhood. Ayshford responded it was just a coincidence that these lights were requested and the neighbors requesting them did not know each other.

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

8.0 E.2 Street Light Installation at 4938 Tri Oak Circle

Ayshford reviewed staff’s report indicating the City of East Bethel currently has approximately 66 overhead streetlights that are maintained by Connexus Energy. The City pays a set monthly fee for these lights with the majority of them are located at major intersections. The City of East Bethel also pays for the overhead streetlights atop all of the stop lights at the four major lighted intersection of Highway 65.

Ayshford stated a resident at 4938 S Tri Oak Circle has approached the City about having a streetlight installed within their neighborhood. The resident will pay all of the installation costs as well as any reoccurring monthly fees in perpetuity. If the property is sold, the agreement will remain with the property. The proposed light would be in the public right-of-way and illuminate the street.

Ayshford noted the resident was asked to seek approval from all adjacent property owners that could be affected by the light. They attained verbal approval from all of the neighboring properties but had not received written approvals from some of the neighbors. Ayshford stated the resident is seeking approval for the installation of the streetlight in the public right-of-way adjacent to their property.

DeRoche asked what happened if the applicant did not receive the neighbor’s written permission and the City received complaints about the lights. Look noted the Council could approve this subject to obtaining written signatures of the neighbors.

Lewis believed having the approval being contingent on written neighborhood signatures was a good idea.

Mundle stated I’ll make a motion to approve the installation of a streetlight at 4938 Tri Oak Circle contingent on signatures of approval from the surrounding property owners. DeRoche stated I’ll second. Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

8.0 E.3 2024 North Metro JPA Street Maintenance Project Bids

Ayshford reviewed staff’s report indicating the following projects were approved to be bid as part of the 2024 JPA Street Maintenance program by City Council on January 22, 2024. These projects have been identified in the 2024-2028 Street Capital Improvement Plan (CIP) and include:

1. 150,000 LF of pavement markings
2. 100,000 LF of crack sealing

Ayshford stated the allocated budget for crack sealing and striping the above listed streets was \$100,000. These projects will be funded from the Street Capital Fund as identified in the 2024-2028 Capital Improvement Plan. On Friday March 15th, the City of Coon Rapids received and opened bids for the North Metro Street Maintenance Program.

Ayshford indicated the bid costs for the City’s portion of the JPA project were as follows:

Striping, 150,000 LF @ \$0.117/LF	\$17,587.00
Crack Filling 100,000 LF @ \$.50/LF	\$50,000.00
Contingency (5%)	\$ 3,380.00

<u>Administrative Cost (1%)</u>	<u>\$ 712.00</u>
Total Project Cost	\$71,679.00

Ayshford noted the bid results are consistent with past costs and this project is budgeted in the 2024 Street Capital Fund. This contract can be amended regarding the inclusion of additional line-item bid quantities.

Ayshford stated 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.

Ayshford indicated staff has reviewed the bids and recommends acceptance of the 2024 JPA Street Maintenance Agreement bids in the amount of \$71,679 and authorization to submit a letter of concurrence to the City of Coon Rapids indicating our participation in this project.

Smith stated I'll make a motion to accept the 2024 JPA Street Maintenance bids in the amount of \$71,679 and authorization to submit a letter of concurrence to the City of Coon Rapids indicating the City's participation in the project. Miller stated I'll second. Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

Lewis asked how much did it cost the residents to put in street lighting. Ayshford responded it depended on what was done previously, but it was approximately \$1,500 and the electricity cost of approximately \$6 per month.

8.0 F Fire Department

None.

8.0 G City Administrator Report

Look thanked the Public Works Department for responding to the recent snow event.

Look indicated that one of the approvals the Council made was painting and recarpeting the public facing areas of City Hall. He indicated Ayshford's staff had done the painting instead of hiring it out and they had done a great job. He stated the new carpeting was on order.

Lewis asked who made decisions with respect to the paint colors. Look responded it was the office staff who had made those decisions. He noted the carpet would be commercial grade and would be a darker gray color, which will not show stains as easily. He indicated the carpets were carpet squares and if one got damaged, it could easily be replaced. He stated the offices would also be done at some point in the future.

9.0 – Other Items

9.0 A Staff Report

None.

9.0 B Council Reports

Mundle wished everyone a Happy Easter.

Lewis noted he had neglected to ask a question during the Consent Agenda. He asked for information regarding the assessment. Look responded in the past, the City had contracted with someone to do the assessment, but that individual had indicated he was retiring, so now the City was doing an RFP.

9.0 C Other

None.

~~9.0 D Closed Session~~

~~9.0 D.1 Attorney Client Privilege, Minn. Stat. Section 13D.03; 13D.05, subd.3~~

This item was removed upon adoption of the agenda.

10.0 Adjourn

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

Meeting adjourned at 7:38 PM.

Submitted by:

Kathy Altman

TimeSaver Off Site Secretarial, Inc.