

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: September 23, 2024 at 7:00 p.m.**



The regular 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)

7:00 PM

1.0 Call to Order

2.0 Pledge of Allegiance

3.0 Adopt Agenda

4.0 Presentations and Public Hearings

- A. ACSO Monthly Report (p. 3-9)
- B. Fire Department Monthly Report (p. 10-14)
- C. Public Hearing: OFSL Liquor License Application for New Owner (p. 15-18)
- D. Public Hearing: Septic Tank Variance – 138 Laurel Rd NE (p. 19-35)

5.0 Public Forum

6.0 Consent Agenda (p. 36)

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. 37-40)
- B. Minutes: September 9, 2024 City Council Work Meeting (p. 41-43)
- C. Minutes: September 9, 2024 City Council Meeting (p. 44-53)
- D. Tobacco License Application for New Owner
- E. Res. 2024-64 Amending Res. 2024-41, EXHIBIT A and approval of Metes and Bounds Split, 516 217th Ave NE (p. 54-57)
- F. Approve Hire of Paid on Call Fire Fighter
- G. Accept Resignation of Building Permit Technician (p. 58)
- H. Authorize Advertisement for Building Permit Technician Position

7.0 New Business - Commission, Association and Task Force Reports

- A. Planning Commission (None)
- B. Economic Development Authority (None)
- C. Park Commission (None)

8.0 Department Reports

- A. Community Development
 - 1. Viking Meadows Final Plat Update (p. 59)
- B. Engineer (None)
- C. City Attorney (None)
- D. Finance (None)
- E. Public Works (None)
- F. Fire Department (None)

G. City Administrator (None)

9.0 Other

A. Staff Report

B. Council Reports

10.0 Adjourn

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 23, 2024

Agenda Item Number: 4.0 A

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 August Report *(this item will be provided as soon as it is made available)*
2. CSO Report of Activities
3. CFS Report

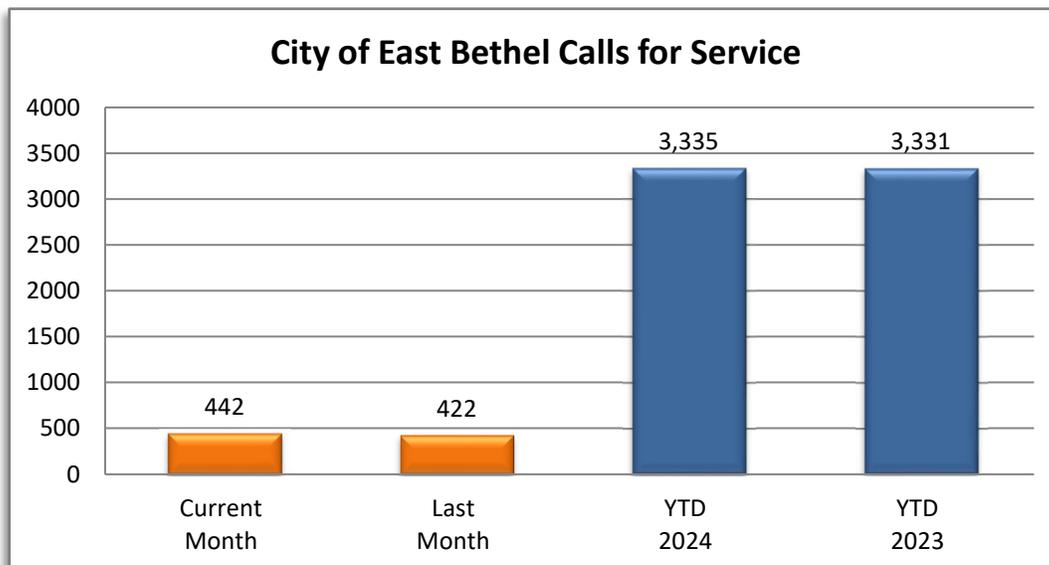
Fiscal Impact:

Recommendation(s): No Action Required

PATROL DIVISION

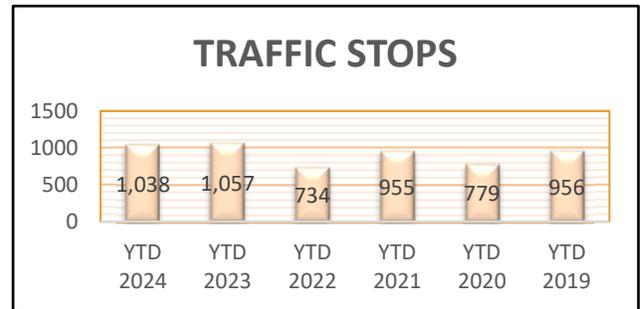
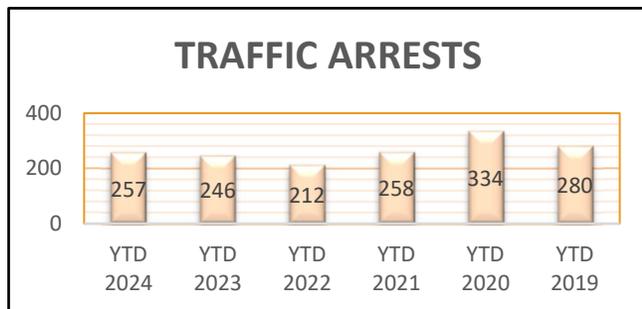
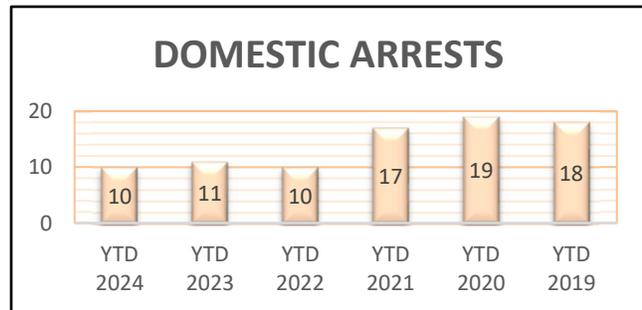
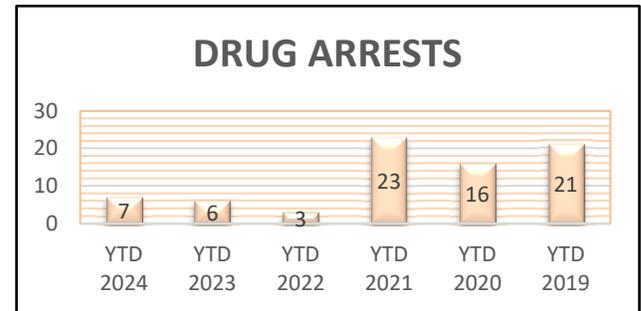
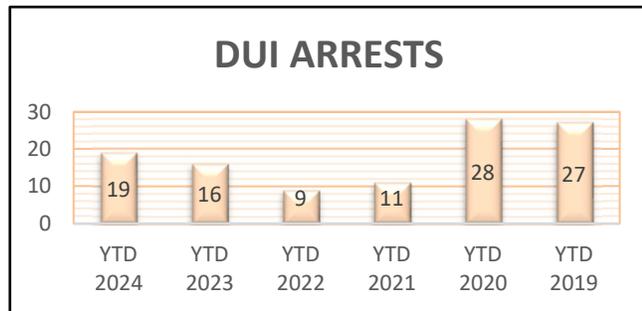
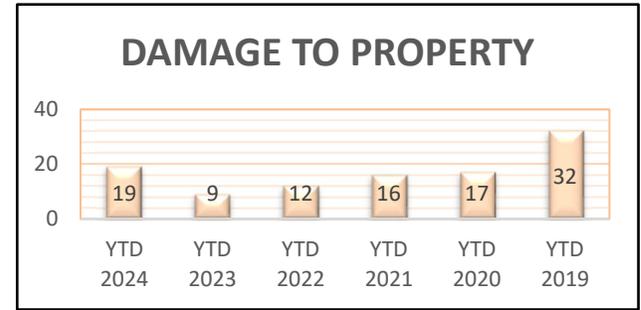
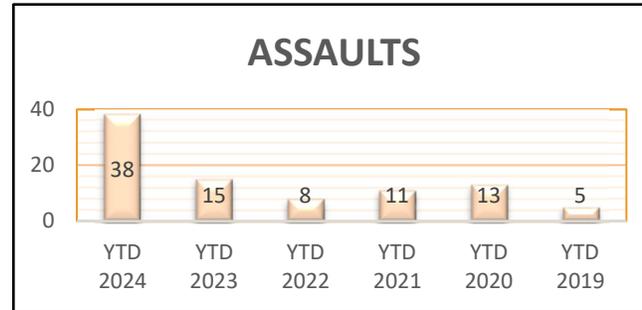
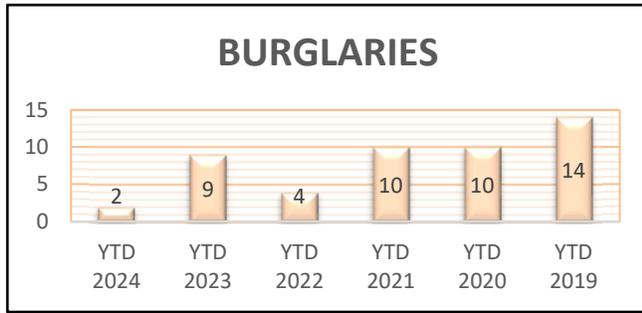
CITY OF EAST BETHEL - AUGUST 2024

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2024	YTD 2023
Calls for Service	363	336	374	409	449	422	442	540					3,335	3,331
Burglaries	0	1	0	0	0	0	1	0					2	9
Thefts	5	3	3	2	2	4	4	5					28	46
Crim Sex Conduct	0	1	1	0	1	2	0	0					5	7
Assault	5	1	3	4	8	6	4	7					38	15
Dam to Property	0	5	1	3	4	2	2	2					19	9
Harass Comm	0	0	0	0	0	0	0	0					0	0
PI Accidents	4	2	3	7	11	7	6	4					44	39
PD Accidents	23	16	15	11	29	2	11	10					117	129
Medical	62	47	59	55	76	58	80	154					591	471
Animal Complaint	19	24	32	33	38	30	22	39					237	212
Alarms	24	14	17	13	15	14	16	20					133	141
Felony Arrests	6	4	2	2	3	6	2	5					30	14
Gross Misd Arrests	2	2	3	6	7	8	0	6					34	24
Misd Arrests	10	5	7	8	21	7	15	12					85	43
DUI Arrests	3	2	2	2	0	3	3	4					19	16
Drug Arrests	1	1	0	1	0	1	2	1					7	6
Domestic Arrests	1	0	3	1	1	0	2	2					10	11
Warrant Arrests	2	3	5	8	2	5	7	6					38	37
Traffic Stops	106	113	116	128	100	186	135	154					1,038	1,057
Traffic Arrests	16	32	18	29	26	49	45	42					257	246



CITY OF EAST BETHEL

YEAR TO DATE - AUGUST 2019-2024

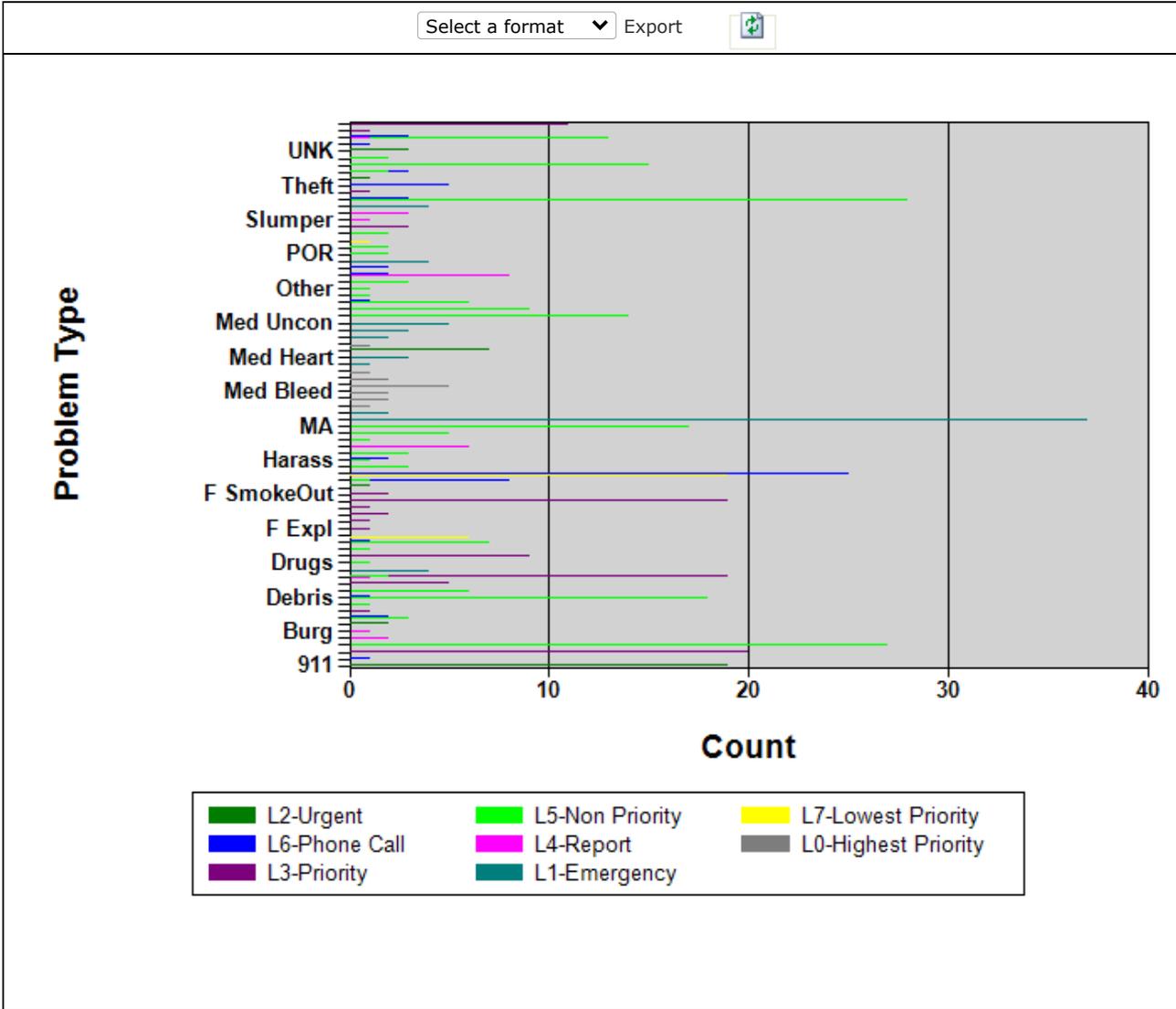


Problem Type Summary

2:40 PM 09/10/2024

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 8/1/2024 To 8/31/2024
Exclusion:	• Calls canceled before first unit assigned



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

Problem Type	Priority								Total
	0	1	2	3	4	5	6	7	
911			19						19
Abandon							1		1
Abuse									
AbuseP									
AlarmB				20					20

						Item 4.0 A, Attachment 3		
AlarmCO								
AlarmCOill								
AlarmF								
AlarmFsmoke								
AlarmHoldup								
AlarmV								
AlarmWF								
Animal					27	6		33
AnimalResc								
Arson								
Assault				2				2
AssaultP								
Boat Assist								
Bomb								
BombP								
Broadcast								
Burg				1				1
BurgP		2						2
Civil					3	2		5
CivilP			1					1
CSC					1			1
Debris					18	1		19
Deer					6			6
Disorderly			5					5
Dom			19	1	2	7		29
DomP	4							4
Drugs					1			1
DUI			9					9
Dumping					1			1
Escort					7	1		8
ExPat							6	6
F Aircraft								
F Assist								
F CleanUp								
F Collapse								
F Dump								
F Elec Smell								
F Expl			1					1
F Gas Odor In			1					1
F Gas Odor Out			2					2
F Grass fire								
F Illegal			1					1
F Misc								
F Mutual Aid								
F Oven								
F Powerlines			19					19
F SmokeIn								
F SmokeOut			2					2
F Structure		1						1
F Train								
F Veh								
F Water Rescue								
Fight								
Flood in								
Flood out								
Fraud					1	8		9
FraudP								
FU						25	19	44
FW					3			3
Gun								
Harass					1	2		3
Info					3			3
Lift Assist				6				6
Liq					1			1
Lockout					5			5
LockoutP								

MA					17	Item 4.0 A, Attachment 3	17
MASS							
Med -	37						37
Med Abdominal Pain							
Med Alarm	2						2
Med Allergic	1						1
Med Assault	2						2
Med Bleed	2						2
Med Breathing Diff	5						5
Med Breathing Not	2						2
Med Choking	1						1
Med Drown							
Med Electro							
Med Fall	1						1
Med Heart	3						3
Med Hold		7					7
Med Info							
Med OB							
Med Priority	1						1
Med Seizure	2						2
Med Stab-Gunshot							
Med Stroke	3						3
Med Uncon	5						5
Medex							
Misc					14	5	19
MiscO					9	2	11
Noise					6	1	7
NoTag							
Ord					1		1
Other					1		1
Park					3		3
PD				8		2	10
Person						2	2
PI	4						4
POR					2		2
Property					2		2
PW							
REPO-TOW							
RJ		2			2	2	6
RoadClosure							
Robbery							
RobberyP							
Shots		3					3
Slumper			1				1
StolenProp							
Suicide			3				3
SuicideP	4						4
Susp					28	3	31
SuspP			1				1
Theft						5	5
TheftP		1					1
Threat					2	3	5
ThreatP							
Traf					15		15
Tres					2	2	4
UNK		3					3
Unsecure							
Vand						1	1
VandP							
VehTheft							
VehTheftP							
Weapon							
Weather							
Welfare			1	1	13	3	17
WelfareP			1				1
WT							11

Total

14	65	33	98	23	197	Item 4.0 A, Attachment 3	84	26	540
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Close

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 23, 2024

Agenda Item Number: Item 4.0 B

Agenda Item: Fire Department Report

Background Information:

Fire Chief Rodney Sanow will present the Fire Department's monthly report.

Attachment(s):

Attachment 1 – August 2024 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



East Bethel Fire Department August 2024 Response Calls

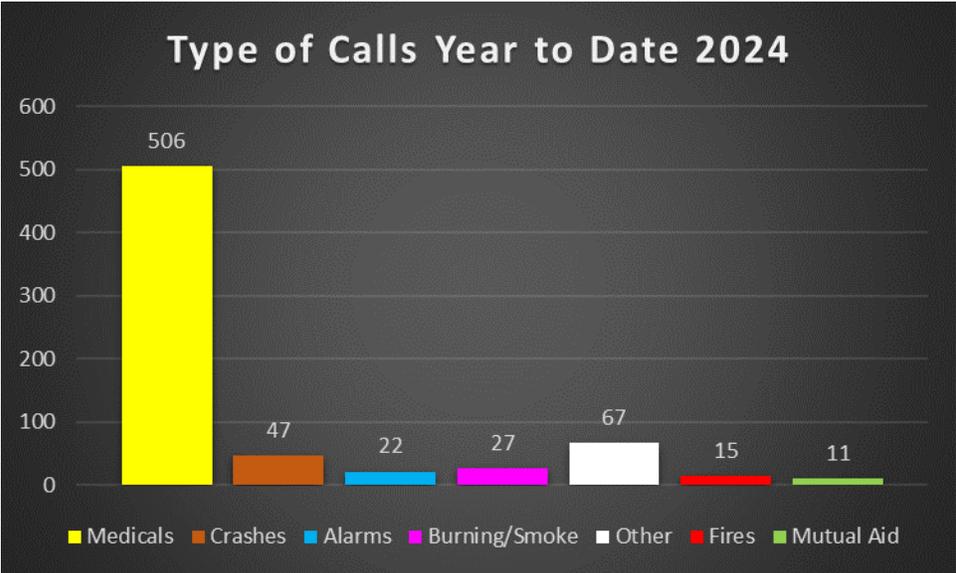
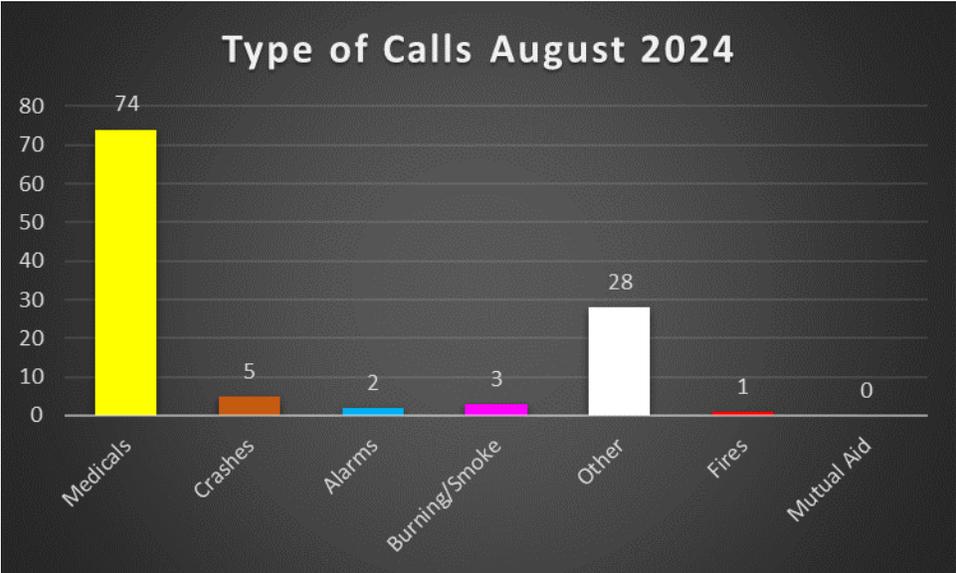
Incident No	Incident Date	Street Address	Incident Type
583	8/1/2024	24031 Fillmore Street Northeast	EMS call
584	8/1/2024	1623 229th Lane Northeast	EMS call
585	8/2/2024	21150 Eveleth Street Northeast	Alarms
586	8/3/2024	21650 Xylite Street Northeast	EMS call
587	8/4/2024	19131 Taylor Street Northeast Apt 4	EMS call
588	8/5/2024	24355 Hwy 65 Northeast Apt 131	EMS call
589	8/5/2024	18540 Everglade Drive Northeast	EMS call
590	8/5/2024	21424 Van Buren Street Northeast	EMS call
591	8/5/2024	18164 Hwy 65 Northeast Apt 33	EMS call
592	8/6/2024	18164 Hwy 65 Northeast Apt 81	EMS call
593	8/6/2024	24355 Hwy 65 Northeast Apt 176	EMS call
594	8/6/2024	160 Bryant Lane Northeast	EMS call
595	8/6/2024	2454 South Waconia Circle Northeast	Other
596	8/7/2024	19131 Taylor Street Northeast Apt 303	EMS call
597	8/7/2024	3038 221st Avenue Northeast	EMS call
598	8/7/2024	24355 Hwy 65 Northeast Apt 5	EMS call
599	8/8/2024	23516 Monroe Street Northeast	EMS call
600	8/8/2024	18429 Lakeview Point Drive Northeast	Other
601	8/10/2024	19131 Taylor Street Northeast Apt 5	EMS call
602	8/10/2024	22029 Buchanan St NE	Gas leak (natural gas or LPG)
603	8/10/2024	Viking Blvd NE and North Coon Lake Dr	Crash
604	8/11/2024	18943 Fillmore Street Northeast	EMS call
605	8/12/2024	552 Lincoln Drive Northeast	Gas leak (natural gas or LPG)
606	8/12/2024	18965 University Avenue Northeast	EMS call
607	8/12/2024	221st Ave NE and Cedar Dr NW	Crash
608	8/13/2024	160 Bryant Lane Northeast	EMS call
609	8/13/2024	2859 221st Avenue Northeast	EMS call
610	8/14/2024	1851 210th Avenue Northeast	EMS call
611	8/14/2024	21650 Xylite Street Northeast	EMS call
612	8/14/2024	18164 Hwy 65 Northeast Apt 74	EMS call
613	8/14/2024	19419 East Tri Oak Circle Northeast	EMS call
614	8/14/2024	21548 Tyler Street Northeast	EMS call
615	8/15/2024	19131 Taylor Street Northeast Apt 312	EMS call
616	8/15/2024	2000 229th Avenue Northeast	EMS call
617	8/15/2024	2000 229th Avenue Northeast	Power line down
618	8/15/2024	19131 Taylor Street Northeast Apt 205	EMS call
619	8/15/2024	24355 Hwy 65 Northeast Apt 179	EMS call
620	8/15/2024	2385 Viking Boulevard Northeast	EMS call
621	8/16/2024	19527 East Tri Oak Circle Northeast	EMS call

Incident No	Incident Date	Street Address	Incident Type
622	8/16/2024	2452 216th Avenue Northeast	EMS call
623	8/17/2024	4545 Fawn Lake Drive Northeast	Crash
624	8/18/2024	23359 Davenport Street Northeast	EMS call
625	8/18/2024	218 Cedar Road Northeast	EMS call
626	8/18/2024	221st Ave NE and University Ave NE	Burning/Smoke
627	8/19/2024	19131 Taylor Street Northeast Apt 324	EMS call
628	8/19/2024	900 189th Avenue Northeast	EMS call
629	8/19/2024	21340 Aberdeen Street Northeast	EMS call
630	8/20/2024	22659 East Waconia Circle Northeast	EMS call
631	8/21/2024	216 Birch Road Northeast	EMS call
632	8/21/2024	19440 East Tri Oak Circle Northeast	Burning/Smoke
633	8/21/2024	900 189th Avenue Northeast	EMS call
634	8/21/2024	900 189th Avenue Northeast	EMS call
635	8/22/2024	19131 Taylor Street Northeast Apt lobby	EMS call
636	8/22/2024	900 189th Avenue Northeast	EMS call
637	8/22/2024	24355 Hwy 65 Northeast Apt 74	EMS call
638	8/23/2024	24185 Pierce Street Northeast	EMS call
639	8/23/2024	19131 Taylor Street Northeast Apt 203	EMS call
640	8/23/2024	19527 East Tri Oak Circle Northeast	EMS call
641	8/23/2024	3530 Viking Boulevard Northeast	EMS call
642	8/23/2024	Hwy 65 Northeast and Sims Rd NE	Crash
643	8/23/2024	1851 210th Avenue Northeast	EMS call
644	8/23/2024	4240 Sportsman Road Northeast	EMS call
645	8/24/2024	18164 Hwy 65 Northeast Apt 119	EMS call
646	8/24/2024	21383 Ulysses Street Northeast	EMS call
647	8/25/2024	820 203rd Lane Northeast	EMS call
648	8/25/2024	18635 Ulysses Street Northeast	EMS call
649	8/25/2024	3711 Edmar Lane Northeast	Crash
650	8/25/2024	22266 Palisade Street Northeast	EMS call
651	8/25/2024	900 189th Avenue Northeast	EMS call
652	8/26/2024	900 189th Avenue Northeast	EMS call
653	8/26/2024	21730 Zumbrota Street Northeast	EMS call
654	8/26/2024	18164 Hwy 65 Northeast Apt 81	EMS call
655	8/26/2024	18853 University Avenue Northeast	Power line down
656	8/26/2024	1252 237th Avenue Northeast	Power line down
657	8/26/2024	18916 Vickers Street Northeast	Power line down
658	8/26/2024	Juniper Rd NE and Dahlia Dr Ne	Power line down
659	8/26/2024	22611 Yancy Street Northeast	Gas leak (natural gas or LPG)
660	8/26/2024	3800 189th Avenue Northeast	Power line down
661	8/26/2024	Gopher Dr NE and 237th Ave NE	Power line down
662	8/26/2024	University Ave NE and 217th Ave Ne	Power line down
663	8/26/2024	20300 Palisade Street Northeast	Power line down
664	8/26/2024	Cedar Drive NE and Longfellow Dr NE	Power line down

Incident No	Incident Date	Street Address	Incident Type
665	8/26/2024	520 218th Avenue Northeast	Power line down
666	8/26/2024	18818 Breezy Point Drive Northeast	Power line down
667	8/27/2024	19342 Isanti Street Northeast	EMS call
668	8/27/2024	1848 Viking Boulevard Northeast	EMS call
669	8/27/2024	Luan Drive Northeast and 221st Ave Ne	Other
670	8/27/2024	Longfellow Drive NE and Cedar Rd NE	Other
671	8/27/2024	3245 227th Lane Northeast	EMS call
672	8/27/2024	4832 Viking Boulevard Northeast	Building fire
673	8/28/2024	Hwy 65 Northeast and Viking Blvd NE	Power line down
674	8/28/2024	19010 Greenbrook Drive Northeast	EMS call
675	8/28/2024	19131 Taylor Street Northeast Apt 3	EMS call
676	8/29/2024	Sims Road NE and Johnson Street NE	EMS call
677	8/29/2024	22409 Buchanan Street Northeast	EMS call
678	8/29/2024	22500 Linnet Street Northwest	Alarms
679	8/29/2024	2751 Viking Boulevard Northeast	Other
680	8/29/2024	23039 Hwy 65 Lane Northeast	Power line down
681	8/29/2024	23859 Hwy 65 Northeast Apt Unit B	Gas leak (natural gas or LPG)
682	8/29/2024	455 218th Avenue Northeast	Burning/Smoke
683	8/29/2024	1252 237th Avenue Northeast	Power line down
684	8/29/2024	193rd Lane Northeast and 5th St Ne	Power line down
685	8/29/2024	528 218th Avenue Northeast	Power line down
686	8/29/2024	1612 229th Lane Northeast	Power line down
687	8/29/2024	22021 Terrace Road Northeast	Power line down
688	8/30/2024	4404 Channel Lane Northeast	EMS call
689	8/30/2024	301 Laurel Road Northeast	EMS call
690	8/31/2024	24355 Hwy 65 Northeast Apt 131	EMS call
691	8/31/2024	425 Lakeshore Drive Northeast	EMS call
692	8/31/2024	22326 Palisade Street Northeast	EMS call
693	8/31/2024	23705 Hwy 65 Northeast	EMS call
694	8/31/2024	4648 Viking Boulevard Northeast	EMS call
695	8/31/2024	1927 209th Avenue Northeast	EMS call

113 Total calls

- 74 Medicals
- 5 Crashes
- 2 Alarms
- 3 Burning/Smoke
- 28 Other
- 1 Fires
- 0 Mutual Aid



**City of East Bethel
City Council Regular Meeting
Agenda Item Information**



Date: September 23, 2024

Agenda Item Number: Item 4.0 C

Agenda Item: Public Hearing for Off-Sale Liquor License for Harry's LLC

Background Information:

Staff is recommending that Council conduct a public hearing regarding an Off-Sale Liquor License for Harry's, LLC as required by East Bethel City Code, Article III, Intoxicating Liquors, Section 6-55. Per notification requirements, the public hearing for this date was published in the Anoka County Union.

At the conclusion and close of the public hearing, Council will consider the approval of an Off-Sale Liquor License for Harry's, LLC, dba: Go For It Liquor located at 3255 Viking Blvd NE.

The applicant is the new owner of the property, which previously held an identical license. All application materials, completed background checks, and fees have been submitted for the Off-Sale Liquor License.

Final approval of the license would be contingent on approval of State Commissioner of Public Safety. Approval of Council is required prior to action by the State.

Attachment(s):

1. Off-Sale Liquor License Application

Fiscal Impact:

Recommendation(s): Staff recommends conducting the public hearing to receive comments on the Off-Sale Liquor License for Harry's, LLC, dba: Go For It Liquor. Once the public hearing is closed, and if there are no reasons to deny the license, staff recommends Council consider approval of an Off-Sale Liquor license for Harry's, LLC, dba: Go For It Liquor located at 3255 Viking Blvd NE, East Bethel, MN 55092.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 OFFICE (651) 201-7510 FAX (651) 297-5259 TTY (651) 282-6555
 DPS.MN.GOV

APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE
 No license will be approved or released until the \$20 Retailer ID Card fee is received

PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY.
INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT ACTION.

Licensee's MN Sales and Use Tax ID # [REDACTED]	To apply for a MN sales and use tax ID #, call (651) 296-6181
Licensee's Federal Tax ID # [REDACTED]	Licensees must register with the Federal Tax and Trade Bureau (TTB), for information call (513) 684-2979 or 1-800-937-8864

Applicant:

Licensee Name (Business, Partnership, Corporation) HARRYS LLC		Business Name (DBA) GO FOR IT LIQUOR		Social Security # [REDACTED]
Licensee Location (Physical Address) 3255 VIKING BLVD NE		License Period From 08/23 To 06/24		DOB (Individual Applicant) [REDACTED]
City EAST BETHEL	County ANOKA	State MN	Zip Code 55092	
E-mail Address [REDACTED]		Business Phone Number 651-395-2174		Applicant's Home Phone # [REDACTED]

If a Corporation, LLC, or Partnership - state name, date of birth, Social Security # address, title, and Percent Owned by each officer.

Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code
SANJAYKUMAR GHANSHYAMBHAI PATEL	[REDACTED]	[REDACTED]	CO PRESIDENT +	30.0%	[REDACTED] SARTELL, MN 55377
BHAVESHKUMAR DAHYABHAI PATEL	[REDACTED]	[REDACTED]	CO PRESIDENT	30.0%	[REDACTED] MAPLE GROVE, MN 55369
HARISHKUMAR HARSHADBHAI PATEL	[REDACTED]	[REDACTED]	CO PRESIDENT +	40.0%	[REDACTED] SASKATOON-SK S7M 5Y8, CANADA
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code

1. If a corporation, date of incorporation June 23, 2023, state incorporated in MINNESOTA If a subsidiary of any other corporation, so state _____.
 If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota?
 Yes No
2. Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state. LEFT SIDE OF THE HALF BUILDING
3. Is establishment located near any state university, state hospital, training school, reformatory or prison?
 Yes No. If yes, state approximate distance. _____
4. Name and address of building owner RAVINDRA HARSOOR
 Has owner of building any connection, directly or indirectly, with applicant? Yes No

5. Is/are applicant(s), a member of the governing body of the municipality in which this license is to be issued?
 Yes No If Yes, in what capacity? _____
6. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?
 Yes No If yes, give name and address of establishment. _____
7. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment?
 Yes No
8. State whether applicant has or will be granted, an On Sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises.
 Yes No Will be granted
9. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License.
 Yes No Will be granted
10. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality.
18.0
11. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? **Yes**
12. If this license is being issued by a County Board, is it located in an organized township?
If so, attach township approval.

Violations

1. Has applicant(s) had a liquor license revoked in the last 5 years; Yes No If so, give dates and details.

2. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere? Yes No
 If yes, give dates, charges and final outcome _____

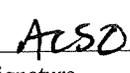
3. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802. Yes No If yes, attach a copy of the summons.

REPORT BY POLICE/SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any felonies or municipal ordinances relating to intoxicating liquor except as follows:


 Police/Sheriff's Department


 Title


 Signature

 County Attorney's Signature

Insurance (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM)

Licensee must obtain one of the following PER Minnesota Statute 340A.409:

Check one:

- A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.

Please review Insurance Certificate before submitting:

Must be Certificate of Insurance (Declarations or Binders not accepted)

Licensee name on this application and the Insurance Certificate must match EXACTLY.

Must provide physical address of licensed location (No PO Boxes accepted)

Dates of coverage must cover the entire license period.

or

- B. A surety bond from a surety company with minimum coverage as specified in A.

or

- C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry. A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

Workers compensation insurance company: Name Travelers

Policy # [REDACTED] Number of employees: 2

I certify that I have read the above questions and that the answers are true and correct of my own knowledge.

Print name of applicant & title SANJAYKUMAR PATEL	Co-President	Signature of Applicant 	Date 22 Aug 2024
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PS 9136-(2012)

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 23, 2024

Agenda Item Number: 4.0 D

Agenda Item: Public Hearing - Variance – Type II Septic System- 138 Laurel Rd NE

Background Information:

Greg Underdahl recently purchased 138 Laurel Rd NE and 143 Maple Rd NE, in the Coon Lake Beach Residential Zoning District. He is proposing the construction of a new 2 bedroom seasonal cabin. Although these two lots are back to back there is an offset with only approximately 20 feet of overlapping property lines. Underdahl is exploring the viability of combining the lots however the combination doesn't offer much more room for construction or septic placement as a result of an existing garage structure on the 143 Maple RD NE lot.

In the Coon Lake Residential District the following are setbacks are required. A 25 foot front yard setback, 7 foot side yard setbacks, 25 foot rear yard setback. The minimal floor area for a single level new construction residential structure is 1,000 Sq. Feet. Additionally, there is a Shoreland Overlay which limits Impervious Surface coverage to 25%. This limits the buildable area for construction to approximately 1,415 sq. feet.

Due to the size of the lot and limitations due to required setbacks Underhahl is seeking approval for the placement of a Type II septic system. Type II Septic Systems are holding tanks that require and per MN Rules Chapter 7080 and the MPCA require a variance.

Variances for Type II systems cannot be approved if there is space on the property to install a compliant septic system. The property is 0.13 acres in size and does not have the room for the placement of a standard Type I System with a drain field.

Consideration of a variance requires the following three-factor test:

A test of reasonableness - giving consideration to use of the property restricted by the rules of the ordinance in a practical manner:

Septic systems are required for a home to be considered habitable. The Minnesota Septic Code prohibits holding tanks unless approved through the variance process by the municipality in which they are located. The approval of the variance would allow this property to be used as a residential use.

The test of uniqueness - the issue for the variance 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 property.

In this case, the property has limited space for a replacement drain field due to the lot sizes created by this 1920's era plat, current setback requirements for wells and structures and DNR lakeshore regulations. These factors support the uniqueness test for the variance.

The test of alteration of the essential character of the neighborhood - this factor is used to consider whether the resulting structure or improvement will be out of scale, out of place, or otherwise inconsistent with the surrounding area. When applying this test to a setback reduction, the visual impact or use of the building or improvement relative to the surrounding dwellings is the emphasis of assessment.

In this case, this neighborhood has had a significant number of septic variances issued due to the age of this neighborhood and the small lot sizes. With a number of older systems needing to be replaced in this area, this variance request is quite common and granting this variance will not change the essential character of the Coon Lake Beach neighborhood.

Recommendations:

City Council is requested to hold a public hearing regarding a variance for a Type II Septic System at 138 Laurel Rd NE and at the conclusion consider approving Resolution 2024-65, granting a Variance to allow for the installation of a Type II Septic System at 138 Laurel Rd NE.

Attachments:

1. Resolution 2024-65, Approving Variance for Type II Septic System
2. Location Map
3. Aerial of Property

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 2024-65

A RESOLUTION **GRANTING** VARIANCE FOR THE INSTALLATION OF A TYPE II SEPTIC SYSTEM ON PROPERTY LOCATED AT 138 LAUREL ROAD NE (PIN 36-33-23-12-0065), LEGALLY DESCRIBED AS:

LOTS 34 THRU 36 INCL BLK 33 COON LAKE BEACH 2ND MAP, SUBJ TO EASE OF REC.

WHEREAS, the property owner requested a variance for a Type II septic system; and,

WHEREAS, the Minnesota Septic Code requires the approval of a variance by the governing municipality for the use of a Type II septic system, per Minnesota Rule Chapter 7080; and,

WHEREAS, the City Council held a public hearing on September 23, 2024; and,

WHEREAS, the City Council finds the request:

1. Is a reasonable request:
 - The Minnesota Septic Code allows municipalities to grant variances allowing Type II septic systems.
 - The issuance of a variance for the use of a Type II septic system is necessary for a residence to be a habitable structure.
2. Is due to circumstances unique to the property, not caused by the landowner;
 - Because of existing lot sizes within this subdivision, setback requirements from wells and residences, and the high water table in this area, the property has limited space for a compliant drain field.
3. Will not have a negative effect on the characteristic of the neighborhood;
 - The Coon Lake Beach neighborhood has had numerous septic variances issued, including the utilization of Type II septic systems.

WHEREAS, the City Council approves of the variance request.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the variance to allow for the use a Type II septic system (holding tanks) on property located at 138 Laurel Rd NE with the following conditions:

1. A licensed septic designer must obtain all necessary building permits, and complete all necessary inspections for the installation of the holding tanks, as required by the Minnesota Septic Code.
2. A Maintenance, Monitoring and Mitigation plan must be submitted prior to the issuance of any septic building permits.

Adopted this 23th day of September, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

Kevin Lewis, Mayor

Mike Jeziorski, Deputy City Administrator

138 Laurel Rd NE - Location Map

Item 4.0 D, Attachment 2



-  Parcels
-  City Mask

1 inch equals 90 feet



138 Laurel Rd NE - Aerial Map

Item 4.0 D, Attachment 3



-  Parcels
-  City Mask

1 inch equals 90 feet



ZIERKE SOIL TESTING

Greg Underdahl
138 Laurel Rd NE
Wyoming, MN 55092

8/26/2024

Dear Greg Underdahl,

At your request, I have prepared a 2-bedroom holding tank design for your proposed home in Coon Lake Beach, Minnesota. The system components are as follows:

- New 2113 gallon holding tank (Knife River KR2000H)
- High Level Alarm

After locating the well on your property as well as neighboring wells near your property line, we concluded that a soil treatment area would not be possible given the space constraints on your lot. There is barely room for a holding tank (see sketch) as the proposed holding tank is 65' from the well to the north, 53' to the well to the west, and 77' to the well on your property to the south.

Given that the proposed structure is a two-bedroom seasonal cabin, the required holding tank capacity would be 800 gallons. I have designed a 2000 gallon holding tank, which will allow greater time between pumping visits. The City of East Bethel may require a maintenance contract with a pumping company as part of their permitting process, as well as an on-going operating permit.

Please let me know if you have any further questions.

Sincerely,



Benjamin Zierke
MPCA Lic 119, Cert 9594

ADDRESS:
28587 Jeffrey Ave
Chisago City, MN 55013

PHONE 651-249-1346
EMAIL benzierke@gmail.com



Preliminary Evaluation Worksheet



1. Contact Information		v 04.02.2024					
Property Owner/Client:	<input type="text" value="Greg Underdahl"/>	Date Completed: <input type="text" value="8/26/2024"/>					
Site Address:	<input type="text" value="138 Laurel RD NE Wyoming, MN 55092"/>	Project ID: <input type="text"/>					
Email:	<input type="text" value="greg@underdahlracing.com"/>	Phone: <input type="text" value="651-329-8268"/>					
Mailing Address:	<input type="text"/>	Alt Phone: <input type="text"/>					
Legal Description:	<input type="text"/>						
Parcel ID:	<input type="text" value="36-33-23-12-0065"/>	SEC: <input type="text"/> TWP: <input type="text"/> RNG: <input type="text"/>					
2. Flow and General System Information							
A. Client-Provided Information							
Project Type:	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Replacement <input type="checkbox"/> Expansion <input type="checkbox"/> Repair						
Project Use:	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Other Establishment: <input type="text"/>						
Residential use:	# Bedrooms: <input type="text" value="2"/>	Dwelling sq.ft.: <input type="text"/> Unfinished sq.ft.: <input type="text"/>					
	# Adults: <input type="text"/>	# Children: <input type="text"/> # Teenagers: <input type="text"/>					
In-home business (Y/N):	<input type="text" value="No"/> If yes, describe: <input type="text"/>						
Water-using devices:	<input type="checkbox"/> Garbage Disposal/Grinder <input checked="" type="checkbox"/> Dishwasher <input type="checkbox"/> Hot Tub* <input type="checkbox"/> Sewage pump in basement <input type="checkbox"/> Water Softener* <input type="checkbox"/> Sump Pump* (check all that apply) <input type="checkbox"/> Large Bathtub >40 gallons <input type="checkbox"/> Iron Filter* <input type="checkbox"/> Self-Cleaning Humidifier* <input checked="" type="checkbox"/> Clothes Washing Machine <input type="checkbox"/> High Eff. Furnace* <input type="checkbox"/> Other: <input type="text"/>						
	* Clear water source - should not go into system						
Additional current or future uses:	<input type="text"/>						
Anticipated non-domestic waste:	<input type="text"/>						
The above is complete & accurate:	<input type="text"/>						
	<i>Client signature & date</i>						
B. Designer-determined Flow and Anticipated Waste Strength Information							
<i>Attach additional information as necessary.</i>							
Design Flow:	<input type="text" value="300"/> GPD	Anticipated Waste Type: <input type="text" value="Residential"/>					
Maximum Concentration	BOD: <input type="text" value="170"/> mg/L	TSS: <input type="text" value="60"/> mg/L Oil & Grease: <input type="text" value="25"/> mg/L					
3. Preliminary Site Information							
A. Water Supply Wells							
#	Description	Mn. ID#	Well Depth (ft.)	Casing Depth (ft.)	Confining Layer	STA Setback	Source
1	Dwelling Deep Well	NA	50'+	50'+	NA	50'	Property Owner
2							
3							
4							
Additional Well Information:		<input type="text"/>					



Preliminary Evaluation Worksheet



Site within 200' of noncommunity transient well (Y/N)	No	Yes, source: <input style="width: 80%;" type="text"/>
Site within a drinking water supply management area (Y/N)	No	Yes, source: <input style="width: 80%;" type="text"/>
Site in Well Head Protection inner wellhead management zone (Y/N)	No	Yes, source: <input style="width: 80%;" type="text"/>
Buried water supply pipes within 50 ft of proposed system (Y/N)	No	
B. Site located in a shoreland district/area?	Yes	Yes, name: <input style="width: 80%;" type="text" value="Coon Lake"/>
Elevation of ordinary high water level:	904.75	ft. Source: <input style="width: 80%;" type="text" value="DNR"/>
Classification: <input style="width: 80%;" type="text" value="Lake - General Development"/>	Tank Setback: <input style="width: 80%;" type="text" value="50"/>	ft. STA Setback: <input style="width: 80%;" type="text" value="50"/>
		ft.
C. Site located in a floodplain?	No	Yes, Type(s): <input style="width: 80%;" type="text" value="N/A"/>
Floodplain designation/elevation (10 Year):	N/A	ft. Source: <input style="width: 80%;" type="text" value="N/A"/>
Floodplain designation/elevation (100 Year):	N/A	ft. Source: <input style="width: 80%;" type="text" value="N/A"/>
D. Property Line Id / Source:	<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Survey <input checked="" type="checkbox"/> County GIS <input type="checkbox"/> Plat Map <input type="checkbox"/> Other: <input style="width: 80%;" type="text"/>	
E. ID distance of relevant setbacks on map:	<input type="checkbox"/> Water <input type="checkbox"/> Easements <input checked="" type="checkbox"/> Well(s)	
	<input checked="" type="checkbox"/> Building(s) <input checked="" type="checkbox"/> Property Lines <input type="checkbox"/> OHWL <input type="checkbox"/> Other: <input style="width: 80%;" type="text"/>	

4. Preliminary Soil Profile Information From Web Soil Survey (attach map & description)

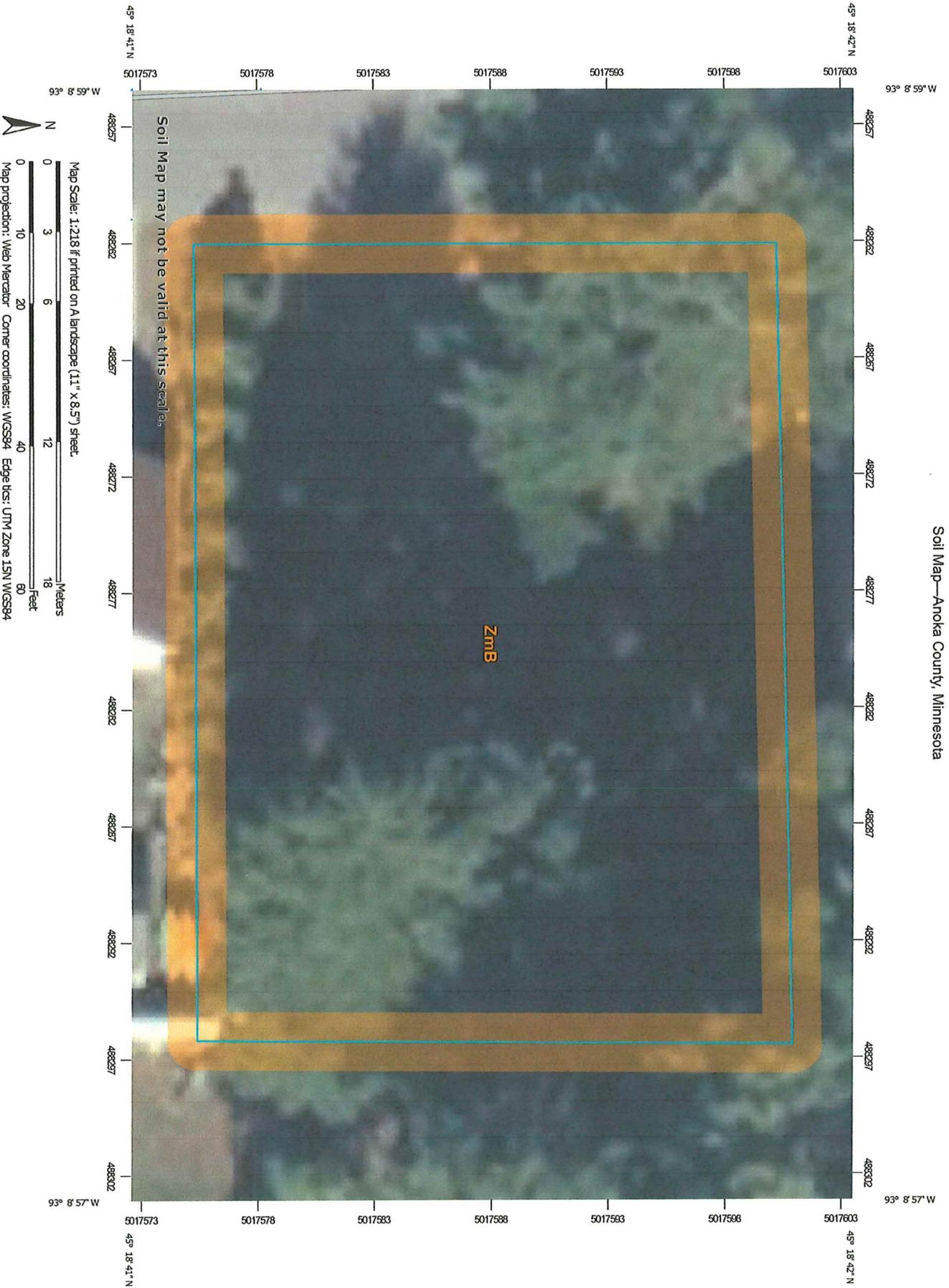
Map Units:	Zimmerman Fine Sand	Slope Range:	0-6	%
List landforms:	Outwash Plains			
Landform position(s):	Shoulder			
Parent materials:	Outwash			
Depth to Bedrock/Restrictive Feature:	80+	in	Depth to Watertable:	80+
	in			
Map Unit Ratings	Septic Tank Absorption Field- At-grade: <input style="width: 90%;" type="text"/>			
	Septic Tank Absorption Field- Mound: <input style="width: 90%;" type="text"/>			
	Septic Tank Absorption Field- Trench: <input style="width: 90%;" type="text"/>			

5. Local Government Unit Information

Name of LGU:	City of East Bethel
LGU Contact:	(763) 367-7844
LGU-specific setbacks:	
LGU-specific design requirements:	
LGU-specific installation requirements:	

Notes:

Soil Map—Anoka County, Minnesota



MAP LEGEND

- Area of Interest (AOI)
 - Area of Interest (AOI)
- Soils
 - Soil Map Unit Polygons
 - Soil Map Unit Lines
 - Soil Map Unit Points
- Special Point Features
 - Blowout
 - Borrow Pit
 - Clay Spot
 - Closed Depression
 - Gravel Pit
 - Gravelly Spot
 - Landfill
 - Lava Flow
 - Marsh or swamp
 - Mine or Quarry
 - Miscellaneous Water
 - Perennial Water
 - Rock Outcrop
 - Saline Spot
 - Sandy Spot
 - Severely Eroded Spot
 - Sinkhole
 - Slide or Slip
 - Sodic Spot
- Water Features
 - Streams and Canals
- Transportation
 - Rails
 - Interstate Highways
 - US Routes
 - Major Roads
 - Local Roads
- Background
 - Aerial Photography
- Other
 - Other
- Special Line Features
 - Special Line Features
- Spill Area
- Stony Spot
- Very Stony Spot
- Wet Spot

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL: www.nrcs.usda.gov/wss
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Anoka County, Minnesota
 Survey Area Data: Version 21, Sep 9, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 29, 2023—Sep 13, 2023

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
ZmB	Zimmerman fine sand, 1 to 6 percent slopes	0.2	100.0%
Totals for Area of Interest		0.2	100.0%



Design Summary Page



1. PROJECT INFORMATION		v 04.02.2024
Property Owner/Client:	<input type="text" value="Greg Underdahl"/>	Project ID: <input type="text"/>
Site Address:	<input type="text" value="138 Laurel RD NE Wyoming, MN 55092"/>	Date: <input type="text" value="08/26/24"/>
Email Address:	<input type="text" value="greg@underdahlracing.com"/>	Phone: <input type="text" value="651-329-8268"/>
2. DESIGN FLOW & WASTE STRENGTH		
Design Flow:	<input type="text" value="300"/> GPD	Anticipated Waste Type: <input type="text" value="Residential"/>
BOD:	<input type="text" value="170"/> mg/L	TSS: <input type="text" value="60"/> mg/L
		Oil & Grease: <input type="text" value="25"/> mg/L
Treatment Level:	<input type="text" value="C"/> <i>Select Treatment Level C for residential septic tank effluent</i>	
3. HOLDING TANK SIZING <i>Holding Tank Sizing: see 7080.2290</i>		
Code Minimum Holding Tank Capacity:	<input type="text" value="800"/> Gallons	with <input type="text" value="1"/> Tanks or Compartments
Recommended Holding Tank Capacity:	<input type="text" value="2113"/> Gallons	with <input type="text" value="1"/> Tanks or Compartments
The holding tank(s) will be:	<input type="text" value="All New"/> <i>Existing tank reuse requires a tank integrity assessment</i>	
Type of High Level Alarm:	<input type="text" value="Audible/Visual"/>	
(Alarm Set @ 75% tank capacity measured from inlet to bottom)		
Comments:	<input type="text"/>	
4. SEPTIC TANK SIZING <i>Sizing: See 7080.1930</i>		
A. Residential dwellings:		
Number of Bedrooms (Residential):	<input type="text" value="2"/>	
Code Minimum Septic Tank Capacity:	<input type="text"/>	Gallons with <input type="text"/>
Recommended Septic Tank Capacity:	<input type="text"/>	Gallons with <input type="text"/>
The septic tank(s) will be:	<input type="text"/> <i>Existing tank reuse requires a tank integrity assessment</i>	
Comments:	<input type="text"/>	
Effluent Screen & Alarm (Y/N):	<input type="text"/>	Model/Type: <input type="text"/>
B. Other Establishments:		
Waste received by:	<input type="text"/>	<input type="text"/> GPD x <input type="text"/> Days Hyd. Retention Time
7080 Minimum Septic Tank Capacity:	<input type="text"/>	Gallons with <input type="text"/>
Designed Septic Tank Capacity:	<input type="text"/>	Gallons with <input type="text"/>
The septic tank(s) will be:	<input type="text"/> <i>Existing tank reuse requires a tank integrity assessment</i>	
Comments:	<input type="text"/>	
Effluent Screen & Alarm (Y/N):	<input type="text"/>	Model/Type: <input type="text"/>
* Other Establishments Require Department of Labor and Industry Approval and Inspection for Building Sewer *		



Design Summary Page



5. PUMP TANK SIZING Sizing: see 7080.2100	
<p style="text-align: center;">Soil Treatment Dosing Tank</p> <p>Pump Tank Capacity (7080 Minimum): <input type="text"/> Gal</p> <p>Pump Tank Capacity (Designed): <input type="text"/> Gal</p> <p>Pump Req: <input type="text"/> GPM Total Head <input type="text"/> ft</p> <p>Supply Pipe Dia. <input type="text" value="2.00"/> in Dose Vol: <input type="text"/> gal</p>	<p style="text-align: center;">Other Component Dosing Tank:</p> <p>Pump Tank Capacity (7080 Minimum): <input type="text"/> Gal</p> <p>Pump Tank Capacity (Designed): <input type="text"/> Gal</p> <p>Pump Req: <input type="text"/> GPM Total Head <input type="text"/> ft</p> <p>Supply Pipe Dia. <input type="text"/> in Dose Vol: <input type="text"/> Gal</p>
* Flow measurement device must be incorporated for any system with a pump *	
6. SYSTEM AND DISTRIBUTION TYPE Project ID: <input type="text"/>	
Soil Treatment Type: <input type="text"/>	Distribution Type: <input type="text"/>
Elevation Benchmark: <input type="text"/> ft	Benchmark Location: <input type="text"/>
MPCA System Type: <input type="text" value="Type II"/>	Distribution Media: <input type="text"/>
Type III/IV/V Details: <input type="text"/>	<input type="text"/>
7. SITE EVALUATION SUMMARY:	
Describe Limiting Condition: <input type="text"/>	
Layers with >35% Rock Fragments? (yes/no) <input type="checkbox"/> If yes, describe below: % rock and layer thickness, amount of soil credit and any additional information for addressing the rock fragments in this design.	
Note: <input type="text"/>	
Limiting Condition: <input type="text"/> inches	Depth <input type="text" value="####"/> ft
Minimum Req'd Separation: <input type="text" value="36"/> inches	Depth <input type="text" value="3.00"/> ft
Distribution Media Bottom*: <input type="text"/> inches	Depth <input type="text" value="####"/> ft
Designed Distribution Bottom Elevation: <input type="text"/> ft	Mound Minimum Sand Depth: <input type="text" value="N/A"/> inches
<i>Elevations are critical for system compliance.</i>	
*This is the maximum depth to the bottom of the distribution media for required separation. Negative Depth (ft) requires a mound.	
A. Soil Texture: <input type="text"/>	B. Soil Hyd. Loading Rate: <input type="text"/> GPD/ft ²
C. Percolation Rate: <input type="text"/> MPI	D. Contour Loading Rate: <input type="text"/>
E. Measured Land Slope: <input type="text" value="0.0"/> %	Note: <input type="text"/>
Comments: <input type="text"/>	
8. SOIL TREATMENT AREA DESIGN SUMMARY	
Trench:	
Dispersal Area <input type="text"/> sq.ft	Sidewall Depth <input type="text"/> in
Total Lineal Feet <input type="text"/> ft	No. of Trenches <input type="text"/>
Contour Loading Rate <input type="text"/> ft	Minimum Length <input type="text"/> ft
	Trench Width <input type="text"/> ft
	Code Max. Trench Depth <input type="text"/> in
	Designed Trench Depth <input type="text"/> in



Design Summary Page



Bed:

Dispersal Area sq.ft Sidewall Depth in Maximum Bed Depth in

Bed Width ft Bed Length ft Designed Bed Depth in

Project ID:

Mound:

Dispersal Area sq.ft Bed Length ft Bed Width ft

Absorption Width ft Clean Sand Lift ft Berm Width (0-1%) ft

Upslope Berm Width ft Downslope Berm ft Endslope Berm Width ft

Total System Length ft System Width ft Contour Loading Rate gal/ft

At-Grade:

Dispersal Area sq.ft Bed Length ft Bed Width ft

Upslope Berm ft Downslope Berm ft Finished Height ft

System Length ft Endslope Berm ft System Width ft

Level & Equal Pressure Distribution Soil Treatment Area

No. of Laterals Lateral Diameter in Lateral Spacing ft

Perforation Spacing ft Perforation Diameter in Drainback Volume gal

Min Dose Volume gal Max Dose Volume gal Total Dosing Volume gal

Non-Level and Unequal Pressure Distribution Soil Treatment Area

	Elevation (ft)	Pipe Size (in)	Pipe Volume (gal/ft)	Pipe Length (ft)	Perf Size (in)	Spacing (ft)	Spacing (in)	
Lateral 1	<input type="text"/>	Minimum Dose Volume <input type="text"/> gal						
Lateral 2	<input type="text"/>	Maximum Dose Volume <input type="text"/> gal						
Lateral 3	<input type="text"/>	Total Dosing Volume <input type="text"/> gal						
Lateral 4	<input type="text"/>							
Lateral 5	<input type="text"/>							
Lateral 6	<input type="text"/>							

9. Organic Loading and Additional Info for HSW or Type IV/V Design - See Organic Loading tab

Organic Loading to Soil Treatment (Based on Waste Strength Data and Organic Loading Design)

A. Organic Loading Based on: B. Minimum required area sq.ft

Technology Strength Reduction (Treatment Level or HSW)

A. Starting Waste Strength Treatment designed to meet:

Pretreatment Technology: *Must Meet or Exceed Target Level

Model: Units: Level

Disinfection Technology: *Required for Levels A & B



Design Summary Page



Model: Units:

10. Comments/Special Design Considerations:

This is a type two holding tank design for a seasonal cabin.

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

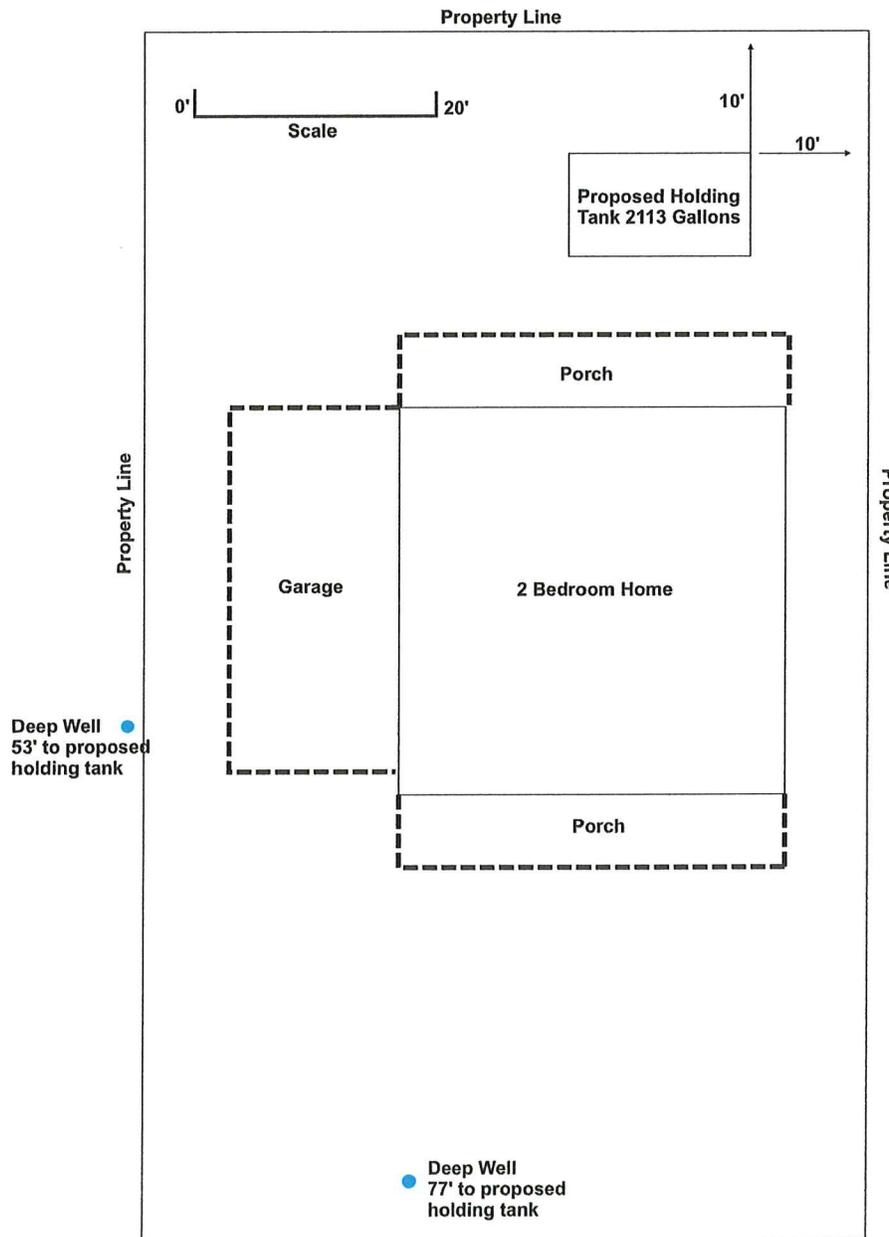
Benjamin Zierke
(Designer)

Benjamin Zierke
(Signature)

119
(License #)

8/26/2024
(Date)

Laurel Road NE



**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 23, 2024

Agenda Item Number: Item 6.0 A-H

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approve Bills

Item B – September 9, 2024 City Council Work Meeting Minutes

Minutes from the September 9, 2024 City Council work meeting are attached for your review.

Item C – September 9, 2024 City Council Meeting Minutes

Minutes from the September 9, 2024 City Council meeting are attached for your review.

Item D – Approval of Tobacco License Application, 3255 Viking Blvd NE

Harry's LLC. dba: Go For It Liquor at 3255 Viking Blvd NE, East Bethel, MN 55092 has applied for a tobacco license. This application has been submitted due to a new owner taking over the property. All forms have been submitted and fees have been paid. Anoka County Sheriff's Office completed the background check without issues. Staff is recommending Council approve the tobacco license for Harry's LLC dba: Go For It Liquor at 3255 Viking Blvd NE, East Bethel, MN 55092.

Item E – Res. 2024-64 Amending Res. 2024-41, EXHIBIT A - approval of Metes & Bounds Split, 516 217th Ave NE

Res. 2024-41 approved a Metes and Bounds Split on July 8th, 2024. During the title recording process it was determined the property descriptions on the Certificate of Survey, EXHIBIT A, needed correction. Res. 2024-64 replaces Exhibit A with the amended property descriptions and reapproves the property split.

Item F – Approve Hire of Paid on Call Fire Fighter

The City of East Bethel Fire Department hiring committee and Fire Chief recommend that Corey Buresh be hired as probationary firefighter. Mr. Buresh passed the interview / background check process and we feel that he will make an excellent addition to the department. The start date for Mr. Buresh would be October 1st, 2024.

Item G – Accept Resignation of Building Permit Technician

Building Permit Technician Sherri Wills has submitted her letter of resignation effective October 9, 2024. Sherri began her employment with the City of East Bethel on May 2, 2022 and has been an exemplary employee during that time. We wish Sherri well at her next career stop and thank her for her service.

Item H – Authorize to Advertise for Building Permit Technician Position

With the resignation of the City's Building Permit Technician, Staff is requesting approval to advertise for this open position.

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

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



City of East Bethel
September 23, 2024
Payment Summary

Payments for Council Approval						
Dept Descr						Amount
Bills to be approved for payment						\$128,806.49
Electronic Payroll Payments						\$45,302.34
Payroll City Council - September 13, 2024						\$2,234.02
Payroll Fire Department - September 13, 2024						\$14,685.12
Payroll City Staff - September 12, 2024						\$48,823.29
Total to be Approved for Payment						\$239,851.26
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair	9241945634	Grainger	615	4985	\$206.36
Arena Operations	Bldg/Facility Repair	1036235	Ham Lake Hardware	615	4985	\$54.98
Arena Operations	Bldg/Facility Repair	981322	Lowe's	615	4985	\$52.23
Arena Operations	Bldg/Facility Repair	982482	Lowe's	615	4985	\$1,880.28
Arena Operations	Gas Utilities	894817000	Xcel Energy	615	4985	\$117.56
Arena Operations	General Operating	20766	Menards Cambridge	615	4985	\$4.69
Building Inspection	Escrow Release	2023-00331	TH Construction	101		\$6,600.00
Building Inspection	Escrow Release	2023-01313	TH Construction	101		\$6,600.00
Building Inspection	General Operating	17343597754	Steve Lutmer	101	4241	\$129.95
Building Inspection	Motor Fuels	25700277	Mansfield Oil Company	101	4241	\$348.15
Building Inspection	Motor Vehicles Parts	120355	PTL TIRE & AUTO 2	101	4241	\$789.96
Building Inspection	Printing and Duplicating	55798	Sunshine Printing	101	4241	\$159.00
City Administration	Office Equipment Rental	537146102	US Bank Equipment Finance	101	4132	\$471.11
City Administration	Office Supplies	IN4635528	Innovative Office Solutions	101	4132	\$134.09
City Administration	Office Supplies	56720519	LOOK, MATT	101	4132	\$48.51
City Administration	Office Supplies	63848	Totally Stitchin Plus	101	4132	\$162.00
City Administration	Professional Services Fees	M29482	TimeSaver Off Site Secretarial	101	4132	\$167.00
City Administration	Telephone	09 2024	CenturyLink	101	4132	\$147.27
Engineering	Architect/Engineering	53590	Hakanson Anderson Assoc. Inc.	101		\$3,235.00
Engineering	Architect/Engineering	53591	Hakanson Anderson Assoc. Inc.	101		\$9,136.43
Engineering	Architect/Engineering	53594	Hakanson Anderson Assoc. Inc.	101	4311	\$337.50
Engineering	Architect/Engineering	53595	Hakanson Anderson Assoc. Inc.	101	4311	\$316.31
Fire Department	Conferences/Meetings	2DY22756KE00	Ben Uden	101	4221	\$195.00
Fire Department	Fire Pension Contribution-	2024	East Bethel Fire Relief	101	4221	\$14,000.00
Fire Department	Gas Utilities	894817000	Xcel Energy	101	4221	\$61.14
Fire Department	Motor Fuels	25700277	Mansfield Oil Company	101	4221	\$553.89
Fire Department	Motor Fuels	25700290	Mansfield Oil Company	101	4221	\$266.60
Fire Department	Office Equipment Rental	37425839	GreatAmerica Financial Svcs	101	4221	\$125.78
Fire Department	Office Supplies	30574855	Rodney Sanow	101	4221	\$412.55
Fire Department	Telephone	09 2024	CenturyLink	101	4221	\$85.48
Fire Department	Telephone	09 2024	CenturyLink	101	4221	\$58.64
Fire Department	Telephone	132997001142	Midcontinent Communications	101	4221	\$20.25
General Govt	Bldgs/Facilities	310238716	Premium Waters, Inc.	101	4194	\$8.64
General Govt	Bldgs/Facilities	310259399	Premium Waters, Inc.	101	4194	\$53.70
General Govt	Bldgs/Facilities	52930	Robert B. Hill Company	101	4194	\$18.00
General Govt	Gas Utilities	894817000	Xcel Energy	101	4194	\$44.12
Legal	Legal Fees	41649	Eckberg, Lammers, P.C.	101		\$3,356.50
Legal	Legal Fees	41649	Eckberg, Lammers, P.C.	101		\$245.00
Legal	Legal Fees	08 2024	Eckberg, Lammers, P.C.	101	4161	\$10,464.45



City of East Bethel
September 23, 2024
Payment Summary

Legal	Legal Fees	41649	Eckberg, Lammers, P.C.	101	4161	\$1,053.50
Legal	Legal Fees	41649	Eckberg, Lammers, P.C.	101	4161	\$840.00
Mayor/City Council	Dues and Subscriptions	411000	League of MN Cities	101	4111	\$4,442.00
MSA Street Construction	Architect/Engineering	53615	Hakanson Anderson Assoc. Inc.	402	4020	\$16,605.74
Park Capital Projects	Bldg/Facility Repair	2024408	MWP	407	4070	\$7,729.46
Park Capital Projects	Bldg/Facility Repair	2024478	MWP	407	4070	\$2,782.00
Park Maintenance	Bldg/Facility Repair	42136	Menards - Forest Lake	101	4320	\$395.67
Park Maintenance	Bldg/Facility Repair	42202	Menards - Forest Lake	101	4320	\$405.72
Park Maintenance	Bldg/Facility Repair	20767	Menards Cambridge	101	4320	\$463.20
Park Maintenance	Bldgs/Facilities	8251	E.H. Renner & Sons, Inc.	101	4320	\$304.50
Park Maintenance	Clothing & Personal	4204775361	Cintas Corporation	101	4320	\$33.55
Park Maintenance	Clothing & Personal	4205505574	Cintas Corporation	101	4320	\$33.55
Park Maintenance	Lubricants and Additives	P30041	MN Equipment	101	4320	\$27.07
Park Maintenance	Motor Fuels	25700277	Mansfield Oil Company	101	4320	\$474.76
Park Maintenance	Motor Fuels	25700290	Mansfield Oil Company	101	4320	\$512.70
Park Maintenance	Motor Fuels	571079	River Country Cooperative	101	4320	\$34.04
Park Maintenance	Park/Landscaping	207526	Central Wood Products	101	4320	\$701.44
Park Maintenance	Park/Landscaping	507527	Central Wood Products	101	4320	\$701.44
Park Maintenance	Park/Landscaping	507623	Central Wood Products	101	4320	\$135.60
Park Maintenance	Park/Landscaping	029095	Hoffman Bros. Sod, Inc	101	4320	\$238.00
Park Maintenance	Park/Landscaping	029096	Hoffman Bros. Sod, Inc	101	4320	\$238.00
Park Maintenance	Park/Landscaping	95579	Isanti Ready-Mix, Inc.	101	4320	\$688.00
Park Maintenance	Safety Supplies	23117818-04	New Pig Corporation	101	4320	\$264.86
Park Maintenance	Small Tools and Minor	541201254242	Capital One Trade Credit	101	4320	\$1,457.91
Payroll	Insurance Premiums	CNS000165970	Delta Dental	101		\$520.87
Payroll	Insurance Premiums	CNS000165970	Delta Dental	101		\$51.04
Payroll	Insurance Premiums	265865640231	Medica	101		\$10,694.69
Payroll	Insurance Premiums	436200102024	NCPERS Group Life Ins	101		\$80.00
Payroll	Union Dues	09 2024	MN Public Employees Assn	101		\$351.00
Planning and Zoning	Filing Fees	24-29182	Anoka County Property Tax	101	4191	\$46.00
Planning and Zoning	Filing Fees	24-31327	Anoka County Property Tax	101	4191	\$46.00
Planning and Zoning	Filing Fees	24-31327	Anoka County Property Tax	101	4191	\$46.00
Planning and Zoning	Filing Fees	24-31832	Anoka County Property Tax	101	4191	\$46.00
Planning and Zoning	Filing Fees	24-33233	Anoka County Property Tax	101	4191	\$46.00
Planning and Zoning	Legal Notices	1015539	ECM Publishers, Inc.	101	4191	\$66.55
Planning and Zoning	Legal Notices	1015540	ECM Publishers, Inc.	101	4191	\$66.55
Recycling Operations	Gas Utilities	894817000	Xcel Energy	226	4323	\$24.85
Recycling Operations	Professional Services Fees	CU-42336	First State Tire Recycle	226	4323	\$164.43
Sewer Operations	Professional Services Fees	INV/2024/1276	Nelson Sanitation & Rental Inc	602	4945	\$4,857.30
Street Capital Projects	Architect/Engineering	53593	Hakanson Anderson Assoc. Inc.	406	4060	\$2,491.91
Street Maintenance	Bldgs/Facilities	4204775361	Cintas Corporation	101	4322	\$9.15
Street Maintenance	Bldgs/Facilities	4205505574	Cintas Corporation	101	4322	\$9.15
Street Maintenance	Bldgs/Facilities	310238717	Premium Waters, Inc.	101	4322	\$4.32
Street Maintenance	Bldgs/Facilities	310259400	Premium Waters, Inc.	101	4322	\$56.40
Street Maintenance	Clothing & Personal	4204775361	Cintas Corporation	101	4322	\$33.56
Street Maintenance	Clothing & Personal	4205505574	Cintas Corporation	101	4322	\$33.56
Street Maintenance	Equipment Parts	P29979	MN Equipment	101	4322	\$7.37
Street Maintenance	Equipment Parts	IN001606853	Ziegler Inc.	101	4322	\$319.43
Street Maintenance	Equipment Parts	IN001607529	Ziegler Inc.	101	4322	\$62.09
Street Maintenance	Gas Utilities	894817000	Xcel Energy	101	4322	\$17.32



City of East Bethel
September 23, 2024
Payment Summary

Street Maintenance	Motor Fuels	25700277	Mansfield Oil Company	101	4322	\$205.73
Street Maintenance	Motor Fuels	25700290	Mansfield Oil Company	101	4322	\$1,271.49
Street Maintenance	Motor Vehicles Parts	1539-292812	O'Reilly Auto Stores Inc.	101	4322	\$34.19
Street Maintenance	Professional Services Fees	4080358	Gopher State One-Call	101	4322	\$33.75
Street Maintenance	Street Maint Materials	IN59698	City of St. Paul	101	4322	\$1,509.80
Street Maintenance	Street Maint Materials	988595	Lowe's	101	4322	\$184.96
Water Utility Operations	Chemicals and Chem	6863275	Hawkins, Inc	601	4940	\$60.00
Water Utility Operations	Gas Utilities	09 2024-1	CenterPoint Energy	601	4940	\$97.70
Water Utility Operations	Gas Utilities	09 2024-2	CenterPoint Energy	601	4940	\$25.29
Water Utility Operations	Software Licensing	0532963-1	Ferguson Waterworks #2518	601	4940	\$525.00
Water Utility Operations	Telephone	09 2024	CenturyLink	601	4940	\$149.74
Water Utility Operations	Telephone	09 2024	CenturyLink	601	4940	\$124.38
Water Utility Operations	Telephone	09 2024	CenturyLink	601	4940	\$147.99
Water Utility Operations	Utility Maint Supplies	0535923	Ferguson Waterworks #2518	601	4940	\$2,654.10
						\$128,806.49



City of East Bethel
September 23, 2024
Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$10,417.33
Payroll	Federal Withholding	\$7,965.04
Payroll	Medicare Withholding	\$2,863.02
Payroll	FICA Tax Withholding	\$11,220.60
Payroll	State Withholding	\$3,885.29
Payroll	MSRS/H.S.A./HCSP	\$8,951.06
		\$45,302.34

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL WORK MEETING

September 9, 2024

The East Bethel City Council met on September 9, 2024, at 6:00 p.m. for the regular City Council Work meeting at City Hall.

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

ALSO PRESENT: Matt Look, City Administrator
Aaron Berg, Community Development Director

1.0 – PER Discussion Revisited

Lewis clarified that they are requesting the Anoka County Canvassing Board to choose at random one of the three precincts in East Bethel for a hand count of the election results. He stated that the Canvassing Board does not have to grant it. He stated that the first purpose is to confirm via random sampling that machine-reported results correlate with hand-counted results. He stated the second purpose is to let all involved in the process know that the residents of East Bethel, East Bethel as a City, cares about election integrity and are watching how the process is conducted. He stated that if the request is granted, the cost should be about \$900 to cover the cost of election judges. He thinks the election judge pay should be revisited in the near future, increasing it to somewhere around \$15 an hour.

2.0 – Whispering Aspen Contract Discussion

Mundle stated that he will be abstaining from the discussion and any decision making that comes from it.

Look stated the City owned the land at some point and was looking for an interested party in developing the land to bring development to the City. He stated that this contract was signed on March 31, 2021. He noted that there was talk of a community center and outlots, and the City would retain ownership of those in exchange for selling the land and allowing Firebird Land LLC to use office space in the facility. He stated that being able to resolve this issue is important. He added the County Attorney indicated he would not provide an opinion on this, but an opinion is available through the Attorney General.

Lewis asked if there was a cost associated with that. Look stated that there should not be a cost associated with getting an opinion from the Attorney General, but there would be a cost for the County Attorney to draft a letter to the Attorney General.

Look stated that he thinks this could bring closure to this issue so if this comes up again next year, this document could be produced to bring closure at that point.

DeRoche stated that he thinks the only thing to do is have a judge or administrator look at it and make a decision. Lewis stated that judges determine what is the letter of the law versus what is the intent of the law.

Lewis stated that it is never good to lack legal clarity and would be in support of getting the Attorney General to look over things and sort it out for them.

1 Miller thinks it is necessary to get the opinion from the Attorney General because of what has been
2 said on social media and what the facts are seems to be different. He added that when this came up
3 last year, they were told the contract was fine and nothing else. He stated that they were not told
4 that the City was paying for the electric and gas bill, building insurance, phone bill, DSL,
5 bathroom/cleaning supplies, cleaning costs, snow removal, lawn care, and building improvements,
6 and nowhere in the contract does it say that the City would be paying for these things. He added that
7 in paying for these things, the money is coming right from the resident's pockets, from taxes. He
8 noted that he does not know why it is set up this way, and he has been told that the building was
9 donated back to the City. He stated that in the purchase agreement contract, it says that the seller
10 will retain ownership of the streets, curbs, sidewalks, potable water system to the curb stops,
11 sanitary sewer system to the curb stops, storm sewer, and Outlots A, B, C, and D. He noted that
12 Outlot C has the community center on it. He asked why the City is paying all the bills and who owned
13 the building.

14 Lewis stated they are all biased in one way or another, which is why there is a need for the Attorney
15 General's opinion as a third party who is not involved.

16 Smith asked why the water and sewer bills are so high. He stated that it seems the residents have
17 been paying dearly for this development for over 20 years.

18 Look stated that he will contact the County Attorney, have him draft a letter for the Attorney
19 General, and provide a copy of that letter for Council approval before it is sent.

20 **3.0 – Mayor and Council Compensation**

21 Look stated that the original compensation started in 1994 and was changed in October 2005. He also
22 stated that when comparing salaries to other neighboring communities East Bethel is in the same
23 ballpark. He stated that the increase has been included in the preliminary budget but that does not
24 mean they have to go with that. He added that one of the challenges that councils and commissions
25 face is that of time and time commitment. He presented the neighboring communities' current
26 salaries for mayors/councilmembers and the frequency of Council meetings.

27 **4.0 – Commission Stipends**

28 Lewis stated that the priority should start with the Commissions and should be doubled if you are
29 giving an average of 2 hours per meeting, in addition to another hour or 2 of prep. He stated that \$40
30 is not overpaying compared to the current \$20.

31 DeRoche agreed with that point.

32 Look stated that if you are doing your job well, then you are spending a significant amount of time.

33 Mundle stated that they seem to be in the middle for Mayor and Council compensation but thinks the
34 Commissions should increase.

35 Look clarified that the Commissions compensation should be increased, and the Mayor/Council
36 remain the same.

37 **5.0 – White Pines – Rental Presentation**

38 Look stated that staff has brought this topic before the Council in the past and the applicants are here
39 to present to give more information on what they are thinking.

40 Pete Dimich, owner of White Pines General Store, stated that they are looking for ways to increase
41 revenue because there is not enough support from the community to make their business profitable.

1 He stated that with the other piece of property they own next door, they could use it to develop a
2 rental property.

3 Pete Benincasa, Metropolitan Property Management LLC, stated they are looking at developing a
4 320-square-foot cabin that could be used as a rental property.

5 Lewis asked about rezoning the property to allow for a house to be built instead. Lewis also asked if
6 he has considered developing a liquor store and getting a liquor license. Dimich stated that they
7 would need to sell a large volume to make a profit, and he thinks the cost would outweigh the profit.

8 Berg stated the problem would be the zoning and that there is no short-term rental ordinance,
9 inspection, or fees. He also stated the City has nothing in its ordinance about cluster septic systems,
10 so if 6 cabins were placed here, they would need a commercial septic design that could be approved
11 by the City Engineer or Building Inspector. He stated there are a number of hurdles that would have
12 to be addressed.

13 Benincasa asked if the Council is open to the idea, and if so, based on their requirements, they can
14 draw something up to present.

15 DeRoche stated he does not have enough information to give an opinion at this time.

16 Mundle stated that there are lots of unanswered questions at the moment, but he likes the idea of it.
17 He stated he is not sure how realistic it will be for the City to get through everything in a timely
18 matter.

19 Berg stated they would need the City Planner to do research on what other cities have done
20 regarding short-term rental properties. He stated there would be lots of questions that would have
21 to be answered based on their proposal.

22 Mundle noted that one of the hard parts of writing code is that it would have to be universal over an
23 entire city, not only applicable to them.

24 Benincasa asked if it would be more feasible to talk about a change for a single-family dwelling for a
25 personal house. Berg stated that would be a much easier process.

26 **6.0 – Adjourn**

27 Work Meeting adjourned at 6:58 p.m.

28 Submitted by:

29 Lilian Rokosz

30 *TimeSaver Off Site Secretarial, Inc.*

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

September 9, 2024

The East Bethel City Council met on September 9, 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
Christina Benson, City Attorney
Aaron Berg, Community Development Director
Mike Jeziorski, Deputy City Administrator/Finance Director
Carrie Frost, Administrative Coordinator

1.0 Call to Order

The September 9, 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. 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.**

4.0 Presentations and Public Hearings

4.0 A Adoption of 2025 Preliminary Levy and Budget

4.0 A.1 Preliminary 2025 Budget

Look stated that on June 13, 2024, the City Finance Committee met with City staff to review and discuss the 2025 budget. On July 22, 2024, City staff and/or Contracted Personnel from the Administration, Finance, Community Development, Fire, Police, and Public Works Departments presented their budget proposals to the entire City Council.

Look stated that based on inputs from the Finance Committee, Department Heads and City Council, the preliminary budget was prepared for review at tonight's meeting and to consider its approval.

Look added that the preliminary 2025 general fund expenditure budget is projected to increase by 3% or \$195,300. This expenditure increase would then result in a corresponding levy increase of 3.1% or \$194,600 to balance the 2025 budget.

Look noted the following cost drivers:

Staff – Salaries and Benefits

Per Union Contract – 3.5% COLA increase for 9 Union / 13 Non-Union / 35 Paid on Call

Per Union Contract – increase to \$1,475 per month cafeteria contribution

A 50% increase in Mayor and Council Member Salaries, removed based on work meeting discussion

Increase in Commission Members Compensation, discussed at the work meeting.

Overall, Salary and Benefits - \$129K increase over 2024

Contracted Services

Law Enforcement Contract – 5% or \$73K increase

1 City Assessor Contract – 2% or \$1K increase
2 City Attorney Contract – 0% or \$0K increase
3 Metro-INET JPA - \$4.7% or \$4K increase (Estimate per Metro-INET)
4 Audit Contract - \$2K increase
5 Elections – \$17K decrease
6 Transfers
7 Equipment Replacement Fund - \$16K increase
8 Street Capital Fund - \$50K increase
9 Park Capital Fund - \$10K increase

10 Look stated that the City has a fund balance policy that states that the City will maintain an
11 unassigned fund balance in the General fund of at least 40% of next year’s budgeted expenditures.
12 The City ended 2023 with a general fund balance of \$4,716,292.

13 Look added that they have a solid budget moving forward and added that other communities are in
14 the 7-10% increase range. Lewis added that East Bethel is a large city geographically, meaning they
15 have more road miles compared to other places, so there is a need to stay on top of roads.

16 Lewis asked if they are sure to get the \$50K State Police Aid to offset some of the increases in the
17 Sheriff’s Department. Jeziorski stated it is not guaranteed, but historically they pay the full price of
18 the police contract all the way through the last quarter when that is realized at the County level, and
19 then they reduce their final quarterly payment by whatever the State Aid is. He added that there is no
20 guarantee, but historically it has always come through.

21 Lewis stated that would be an 8% increase in the Sheriff’s Department on top of the 14% increase
22 from last year. He added that a 22% increase over 2 years is a lot, even in inflationary times.

23 Jeziorski added that the EDA and HRA levies will remain the same as in 2024. He noted that the EDA
24 Levy is proposed to remain at \$136,200, and the HRA levy is proposed to remain at \$77,000.

25 **4.0 A.2 Resolution 2024-58, Set Final 2025 Levy & Budget Date**

26 DeRoche asked if the Safer Grant is taken into account. Look updated that they have applied for the
27 Safer Grant in the past but have not met the criteria based on crime rates and other things of that
28 nature. Look noted that there is no reason not to still apply just in case.

29 Jeziorski added that they view the Safer Grant and the Fire Department position as a budget neutral
30 item, meaning it would fund the position entirely for the first year and that the budget impact would
31 be seen when the grant begins declining over the years.

32 Lewis clarified that December 9, 2024, is the proposed date for the Final 2025 Levy & Budget to be
33 set.

34 **Mundle stated I’ll make a motion to adopt Resolution 2024-58, Set Final 2025 Levy & Budget Date.**
35 **Miller stated I’ll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.**
36 Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

37 **4.0 A.3 Resolution 2024-59, Set the Preliminary 2025 Levy & Budget**

38 Jeziorski noted that the preliminary levy cannot be increased at the time of the final levy, only
39 decreased.

40 Lewis asked if there has been any change in the numbers since the last time they saw them.

41 Jeziorski stated that the only thing that has been changed was the increase to Mayor and Council pay,
42 however that will be removed after tonight’s discussion.

1 **DeRoche stated I'll make a motion to adopt Resolution 2024-59, Set the Preliminary 2025 Levy &**
2 **Budget. Smith stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All**
3 **in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

4 **4.0 A.4 Resolution 2024-60, Set the Preliminary 2025 EDA Levy & Budget**

5 **Mundle stated I'll make a motion to adopt Resolution 2024-60, Set the Preliminary 2025 EDA Levy**
6 **& Budget. Miller stated I'll second.** Lewis asked any discussion? Miller clarified that the 2025 EDA
7 Levy & Budget was staying the same as 2024. To the motion, all in favor say aye. **All in favor.** Lewis
8 asked any opposed? That motion passes. **Motion passes unanimously.**

9 **4.0 A.5 Resolution 2024-61, Set the Preliminary 2025 HRA Levy & Budget**

10 Jeziorski stated that the HRA Levy & Budget for 2025 is staying at the same level as in 2024.

11 **Miller stated I'll make a motion to adopt Resolution 2024-61, Set the Preliminary 2025 HRA Levy &**
12 **Budget. Smith stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All**
13 **in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

14 **5.0 Public Forum**

15 Mark Wagner stated that he and his neighbors have called the police many times for a neighbor who
16 has broken the law many times and it seems the police are doing no justice for them and making
17 them feel unsafe in their neighborhood. Mr. Wagner stated the neighbor has done drug dealing, he
18 and his dog has been attacked by the neighbor's dog, his neighbor has around 30 cats, there are
19 multiple tents in the backyard where people reside, he has a large number of cars in his yard, and he
20 has stolen other neighbor's mail. Mr. Wagner stated that the Sheriff's Department have not found
21 any evidence of stolen goods at the neighbor's residence.

22 Look stated that they will discuss this issue at their City staff meeting. Berg stated that they will do
23 what they can as quickly as they can, and will investigate these complaints.

24 DeRoche recommended posting signs stating "No Trespassing" in his yard.

25 Look clarified that there is a process that has to be followed, and it can take some time. He stated
26 that he does not want anyone to think that this issue will be able to be fixed overnight, but once the
27 process has started, then they continue to look for and find a solution.

28 Mr. Wagner also stated that the owner of the house has been incarcerated for about 10 months.

29 Kory Jorgensen stated that he built his retirement home in this neighborhood in 2016, and reiterated
30 what Mr. Wagner stated. He gave an account of other things the neighbor has done and why he had
31 been arrested. Berg stated that the calls are not going unnoticed, and that is the reason for the
32 increased patrol cars in their neighborhood. Mr. Jorgensen stated that it is a drug house for sure.

33 Derek Lind asked about the details of the Post-Election Review discussion conducted at the Work
34 Meeting. Lewis stated that they directly copied Ham Lake's resolution. Mr. Lind thanked the Council.

35 Pamela Kolodziej passed out a copy of the 2022 election results from the State website and a copy of
36 the 2002 election results for the audits for the State. Ms. Kolodziej stated that in 2022, there were 22
37 edits between the scan and the manual count, and all the errors were human errors. Ms. Kolodziej
38 stated that worrying about the integrity of their election system is very questionable.

39 **6.0 Consent Agenda**

40 ~~Item A: Approve Bill List~~

41 Item B: Approve Meeting Minutes, August 26, 2024 City Council Meeting

42 Item C: Approve 2025 Anoka County Law Enforcement Contract

1 Item D: Resolution 2024-57, Appoint Election Judges for 2024 General Election

2 Item E: Approve the Hire of Seasonal Ice Arena Attendants

3 Item F: Pay Estimate No. 1 for the 2024 Street Surface Improvement Project

4 Item G: Pay Estimate No. 2 for the 2024 Street Reconstruction Project

5 ~~Item H: Resolution 2024-53, Resolution in Support of Post-Election Review~~

6
7 Mundle requested to pull Item H. Lewis requested to pull Item A. **Mundle stated I'll make a motion to approve Consent Agenda as amended. Lewis 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.**

11 **6.0 A Approve Bill List**

12 Lewis asked about the SAC remittance fee and why it was so high. Look stated that it is fees associated with Elevage. **Lewis stated I'll make a motion to approve Item A of the Consent Agenda. 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.**

16 **6.0 H Resolution 2024-53, Resolution in Support of Post-Election Review**

17 Mundle requested to hear from Administrative Coordinator Carrie Frost regarding her opinion on elections. Frost stated she has no problem with the Council approving this resolution; her only reservation is that if the County says no, then it will not be an issue, but if the County says yes, then she does not have enough election judges to fill the need.

21 Lewis asked if the increase in election judge pay would help fill those needed roles. Frost updated that the pay increase may help, but right now, she is struggling with scheduling.

23 DeRoche asked what happens if she does not get enough election judges. Frost stated that she has a few undeclared party judges who could fill the spots, but they would not be able to handle any marked ballots.

26 Lewis stated that he thinks it will be 80/20 chance that the County approves this. Frost stated that she has not been in this position before and is not sure if it would be feasible.

28 DeRoche stated that he does not want to put a drain on the election judges.

29 Robert Kirchner of ACEIT stated that he has been the one who has calculated the supply and demand for this activity, and that the calculations given to the City can be adjusted to balance supply and demand. Mr. Kirchner noted the three points on the demand side are, that it would not be done on the same day, there can be a subset of the totals, and scope the number of offices that will be counted.

34 Lewis asked about adding a condition to the resolution to only require a recount if the top two are within a certain percentage of votes, like 10% or 20%. DeRoche asked if this is a one-time resolution. Lewis stated it is only for this year's election.

37 **Lewis stated I'll make a motion to approve Item H, adopt Resolution 2024-53, Resolution in Support of Post-Election Review, adding a criterion stating the PER will only be performed on elections in which the difference between the first and second parties be less than 20%, of the Consent Agenda as amended. Miller stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **Lewis, DeRoche, Miller, and Smith.** Lewis asked any opposed? **Mundle.** That motion passes. **Motion passes 4-1.**

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

7.0 A Planning Commission

7.0 A.1 Variance: 4141 226th Avenue NE – Detached Accessory Structure nearer Front Lot Line

Berg stated that this property is located in the Oak Glen Estates and a RR Rural Residential Zoning District. The applicant's property is over two acres in size however over one acre of the rear yard is wetlands/ lowlands and a platted Drainage and Utility Easement (D&U). The property owner is requesting a variance for the placement of a detached accessory structure closer to the street than the primary structure due to D & U Easement restrictions and SSTS (Septic) placement on the property. Berg referenced Sec. 14-4, which permits a 2-acre parcel and accessory building of 1,800 square feet in size.

Berg referenced Section 14-2.F, which 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 2.07 acres, with the primary structure set back approximately 138 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 referenced Sec. 66-255 which requires a minimum building setback from Delineated Wetland Edge of 25 feet. The septic tank and mound are located east of the attached garage while the well is located on the west side of the residence.

Berg referenced Sec. 74-44 which requires a minimum building setback from a septic tank of 10 feet and septic mounds is 20 feet; however, Sec. 74-45 permits a building official to reduce the setback from detached accessory buildings or garages with no basements be reduced by 50 percent or 10 feet.

Berg stated that since this variance request is for a placement in front of the primary residence according to Sec. 42-7 B (2) the Front Yard Setback distance for structural placement is 40 feet. Therefore, if a variance for this placement is approved the detached accessory structure would need to meet the 40-foot setback. The consideration of a variance requires the consideration of a three-factor test for practical difficulties, as follows:

- 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.

In this case:

- *Accessory Structures are a permitted accessory use in the RR Single Family Residential Zoning District.*
- *The SSTS (Septic System) is located on the west side of the property.*
- *City General Building Design Standards only require single-family dwellings to include, at minimum a 24 - foot by 24 - foot garage.*
- *SECTION 14. – Detached Accessory Structures - standards have been established to preserve the character of the principal structure, promote building compatibility, and provide for minimal adverse impacts to surrounding property through the implementation of height, size, location, and architectural regulations.*

- The second factor is that the landowner's problem is due to circumstances unique to the property and not caused by the landowner.

In this case:

- This property is over 2 acres in size however over 1 acre of the rear yard is a Drainage and Utility Easement and wetland.
 - Wetland Setbacks, as defined in Artic IX, Sec. 66-255, require a 25-foot setback from the delineated Wetland Edge.
 - The placement of the SSTS (Septic System) is prohibitive to a placement within the setback rules of the ordinance.
- 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.

In this case:

- The minimum structural front yard setback in the neighborhood is 40 feet from the ROW.
- There are eight parcels in Oak Glen Estates, one is vacant and two have detached accessory buildings.
- Two of the parcels have primary residences placed at the minimum setback of 40 feet. Five are placed deeper on the lots.
- None of the parcels have a detached accessory building closer to the front lot line than the primary residence.

Berg stated that on August 27, 2024, the Planning Commission held a Public Hearing during which there was no public comment. After a review of the application material and a discussion the Planning Commission, by a 5-0 vote recommended approval of the variance request for the placement of a detached accessory structure closer to the street than the primary structure.

Berg added that City staff received two emails from neighboring properties after the Planning Commission Meeting. The neighbors were objecting to the placement of a detached accessory structure in front of the house.

Berg stated the City Council should review the request and the Planning Commission's recommendation and approve, deny, or modify conditions of the variance request for the placement of a detached accessory structure closer to the front lot line than the primary structure as presented in Resolution 2024-62.

Lewis asked where the proposed structure would be located. Berg referenced a property map to show where the applicant is desiring the structure to be placed.

Berg noted that any house built after 1995 requires multiple septic sites, a usable septic site, and a secondary septic site. Mundle clarified that the proposed garage would be encroaching upon the secondary septic site. Berg added that the applicant has other locations on their property that could be used for the secondary site if the proposed garage is approved.

DeRoche asked what the driveway will be made of. Berg stated that the existing driveway is asphalt, and the applicant's intent is to make a right-hand turn off the driveway into the garage door and not ask for a second driveway.

1 Lewis asked if it would make more sense to expand the existing garage. Berg stated that information
2 was presented to the applicant. Berg noted that a post-frame construction building is significantly
3 cheaper than adding an addition to an existing structure. He noted that the neighborhood complaints
4 were regarding the garage not matching the other structures in the neighborhood. He stated that a
5 condition could be added, requiring the proposed garage to match the primary residence.

6 Lewis recommended approving the variance attaching a condition stating the proposed structure
7 must substantially match the existing residence.

8 DeRoche stated that the neighbors do not want a building in front of the house, because it would be
9 the only one in the neighborhood. Lewis stated that the applicant is very limited due to the
10 easements and wetlands.

11 Mundle asked if there are different architectural standards for stick-built versus pole building. Berg
12 stated that they require the same number of architectural features but do not require a certain
13 material. Mundle asked if they would have to comply with a specific material. Berg stated it should
14 match as closely as possible.

15 DeRoche stated that it seems like they have allowed many people build structures in front of their
16 houses.

17 Berg stated that the Code states that the structure should comply with a finished design and color
18 scheme that coordinates and is compatible with the color and design of the principal structure. Berg
19 recommended adding a condition rather than just relying on the Code.

20 **Lewis stated I'll make a motion to approve the Variance: 4141 226th Avenue NE – Detached**
21 **Accessory Structure nearer Front Lot Line, adding a condition that the exterior material**
22 **substantially conforms in similar material to the primary structure. Miller stated I'll second.** Lewis
23 asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed?
24 That motion passes. **Motion passes unanimously.**

25 **7.0 A.2 Concept Plan: 34xx Viking Boulevard NE, Rural Residential 3 Lot Subdivision**

26 Berg stated that this is a concept plan review for a 3-lot rural residential development at 34xx Viking
27 Blvd NE. Berg noted that the property is two vacant parcels, totaling 60 acres, located within the RR –
28 Rural Residential zoning district. Approximately 35 acres of the proposed lots are wetlands and likely
29 unbuildable. Within the RR- Rural Residential zoning district a minimum lot size required is 2 acres,
30 with a density not to exceed one unit per 2.5 acres. All lots within the proposed subdivision meet the
31 2-acre minimum lot size. Additionally, each lot meets the required minimum 200-foot width at the
32 right-of-way setback line.

33 Berg added that there are no internal streets, and each lot will need to obtain an individual Access
34 Permit from the ACHD. Berg stated that the new concept plan will be placed on the October Parks
35 Commission meeting agenda. The standard Park Dedication fee is currently \$2,000 per newly created
36 parcel. Berg noted that based on the feedback received the owner can modify plans prior to making
37 an application for Preliminary Plat and Final Plat. Once a Preliminary Plat application is received it will
38 be forwarded on to the City and County Engineer for comment and approval.

39 Berg stated that on August 27, 2024, the Planning Commission held a Public Hearing which there was
40 no public comment. After a review of the application material the Planning Commission had no
41 formal feedback. Berg stated the City Council should review the Concept Plan and advise the
42 developer on adjustments, if any to the plan prior to the creation of a Preliminary and Final Plat
43 application.

1 Berg stated there is no need for a motion and if there is no feedback the application can move to
2 preliminary and final plat.

3 **7.0 A.3 Rezoning R2 to B2: W. Highway 65 NE (Klondike to 207th Avenue NE)**

4 Berg stated that at the formal request of the City Council, City staff have conducted all of the formal
5 requirements necessary to rezone the referenced parcels from R-2 to B-2. Berg noted that at the
6 March 11, 2024, City Council Work Meeting, City Council discussed the rezoning of the referenced
7 parcels, at the August 12, 2024, City Council Meeting, City Council gave Staff formal direction to take
8 the necessary steps to rezone the area referenced, and on August 16, 2024, Public Hearing Notices
9 were mailed and published as required by statute.

10 Berg stated that on August 27, 2024, the Planning Commission held a Public Hearing which there was
11 multiple members of the public with questions. The questions ranged from what type of business
12 could be approved, sewer and water extensions, what does the Significant Natural Environment
13 Designation require, why was it rezoned from an original B-2, how long will the rezoning take, and a
14 concern over noise and light pollution. None of the comments were in opposition to the rezoning.
15 After a review of the information material, hearing from the public and a discussion, the Planning
16 Commission, by a 4-0 vote, with one abstention recommended approval of the rezoning.
17

18 Berg stated that City Council should review, consider the Planning Commission's formal
19 recommendation and approve the rezoning as presented in Ord. 2024-04.

20 Lewis asked how the Significant Natural Environment Designation would be impacted by the
21 rezoning. Berg referenced an overlay as included in the Council's packet, which shows the proposed
22 rezoning area.

23 DeRoche asked if the City would pay for the ecological impact statement. Berg stated that the parcel
24 is not big enough to require an ecological impact statement.

25 Lewis asked if this would be a shadow on the property's market value for requiring State or Federal
26 guidance regarding species. Berg stated that there will need to be extra attention paid to setbacks
27 and proposals made and would probably require a wetland review.

28 DeRoche asked if the core of engineers would get involved in it. Berg stated that if a wetland review is
29 ordered, then the core of engineers would be involved.

30 **Mundle stated I'll make a motion to adopt Ordinance 2024-04, Rezoning R2 to B2: W. Highway 65**
31 **NE (Klondike to 207th Avenue NE). Miller stated I'll second.** Lewis asked any discussion? To the
32 motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion**
33 **passes unanimously.**

34 **7.0 A.4 Metes & Bounds: Lot Split – 22645 Bataan Street NE**

35 Berg stated that on July 24, 2024, Nichole Sherk, submitted an application for a Metes and Bounds
36 split of a 20-acre parcel, located at 22645 Bataan Street NE, PID: 03-33-23-24-0001, into three
37 parcels. The first parcel, will contain the original single-family home and will be divided off as a 7.88
38 acre lot. The remaining 12.50 acres will be subdivided into a 6.06 acre lot and 6.42 acre lot. Berg
39 noted that the property proposed for the division is zoned Rural Residential and per City Code,
40 Appendix A, Zoning, Section 42, the minimum lot size for any division is 2 acres with a minimum lot
41 width of 200 feet at the public right of way and 23,000 square feet of buildable area.

42 Berg stated that to be eligible for using metes and bounds divisions as outlined in Appendix A, Zoning,
43 Section 12-2, the following conditions must be met:

- 1 1.) The parcel must be a minimum of five acres.
- 2 2.) The parcel must have a minimum road front of 300 feet.
- 3 3.) The parcel must contain 23,000 square feet of buildable area as defined in other portions of this
- 4 ordinance.
- 5 4.) Appropriate road, public utility, and drainage easements, as outlined in Ordinance 151 as
- 6 amended, must be dedicated to the City.
- 7 5.) Park and trail dedication fees as adopted by the city council by resolution must be paid at the time
- 8 of City certification of parcel division.

9 Berg added that though this proposed split meets 4 out of the 5 conditions it exceeds the minimum
10 lot requirements for the Rural Residential Zone.

11 Berg stated that on August 27, 2024, the Planning Commission held a Public Hearing during which
12 there was no public comment. After a review of the application material the Planning Commission, by
13 a 5-0 vote recommended approval of the Metes and Bounds parcel split.

14 Berg stated the City Council should review the request, consider the Planning Commission's formal
15 recommendation and approve as presented in Resolution 2024-63.

16 **DeRoche stated I'll make a motion to adopt Resolution 2024-63, Metes & Bounds: Lot Split – 22645**
17 **Bataan Street NE. Miller stated I'll second.** Lewis asked any discussion? To the motion, all in favor
18 say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

19 **7.0 B Economic Development Authority**

20 None.

21 **7.0 C Park Commission**

22 None.

23 **8.0 Department Reports**

24 **8.0 A Community Development**

25 None.

26 **8.0 B Engineer Report**

27 None.

28 **8.0 C City Attorney**

29 None.

30 **8.0 D Finance**

31 None.

32 **8.0 E Public Works**

33 None.

34 **8.0 F Fire Department**

35 None.

36 **8.0 G City Administrator Report**

37 Look gave a shout-out to the Public Works crew and Fire Department for the cleanup that has been
38 done after the unusual storm events.

39 Lewis asked if there was a meeting to discuss options for having a staging area at Booster Park for
40 future storm events. Look stated that he spoke with other cities to see what they were doing. He
41 stated there are challenges with having a drop-off spot.

1 DeRoche stated he has gotten quite a few calls asking why East Bethel does not have a compost site.
2 Look noted that there is a gentleman who would like to put a compost site in East Bethel and options
3 are being discussed.

4 Look reminded everyone about the invitation to the Cedar Creek Ecosystem Scientific Reserve on
5 October 8, 2024, at 6:30 p.m. The Mayor and Council are invited.

6 Look updated on Sandhill Creek Parkway, noting there was a sag in the sewer line that is being
7 worked through. He stated that he reached out to Perkins Contracting to discuss ways to mitigate the
8 sag.

9 **9.0 – Other Items**

10 **9.0 A Staff Report**

11 None.

12 **9.0 B Council Reports**

13 Miller asked to discuss more about storms at the next Work Meeting.

14 **10.0 Adjourn**

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

17 Meeting adjourned at 8:34 p.m.

18 Submitted by:

19 Lilian Rokosz

20 *TimeSaver Off Site Secretarial, Inc.*

**CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 2024-64

**AMENDING RESOLUTION 2024-41 EXHIBIT A AND APPROVING THE METES
AND BOUNDS SPLIT FOR THE ADMINISTRATIVE SUBDIVISION OF THE
PROPERTY LOCATED AT 516 217th AVE NE,
EAST BETHEL, PIN 07-33-23-31-0001, LEGALLY DESCRIBED AS:**

N 20 AC OF SW1/4 OF SEC 7 TWP 33 RGE 23, EX RD SUBJ TO EASE OF REC

WHEREAS, the property owners requested approval of an administrative subdivision, Metes and Bounds Split, of PIN: 07-33-23-31-0001, a 20 acre parcel, to create one (1) 10 acre parcel and two (2) 5 acre parcels, as show in EXHITIB A; and

WHEREAS, the property is zoned a Rural Residential (RR) District in which lots are required to be a minimum of 2 acres in size; and

WHEREAS, City Staff reviewed the request and recommends the City Council approve the administrative subdivision; and

WHEREAS, as a result of the review, the East Bethel Review Committee supports the administrative subdivision since all city codes are in compliance; and

WHEREAS, the City Council has determined the administrative subdivision does not affect the health, safety and welfare of the City of East Bethel; and

WHEREAS, the administrative subdivision is in alignment with RR Zone – Land Use and the 2040 Comprehensive Plan.

WHEREAS, Resolution 2024-41 was approved on July 8th, 2024 by the East Bethel City Council.

WHEREAS, there have been updated property descriptions due to title recording requirements to all parcels as shown in Exhibit A, dated 09/06/2024.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the administrative subdivision to create one (1) 10 acre parcel and two (2) new 5 acre parcels, with the following conditions:

1. The property owners are responsible for filing the Metes and Bounds subdivision with Anoka County Property and Tax Division.
2. Park dedication fees of \$2,000 for each of new lot shall be paid prior to the release of city approval for filing.
3. The administrative subdivision is approved as shown on Exhibit A.
Building permits are required prior to any construction on newly created parcels.

Adopted this 23th day of September, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

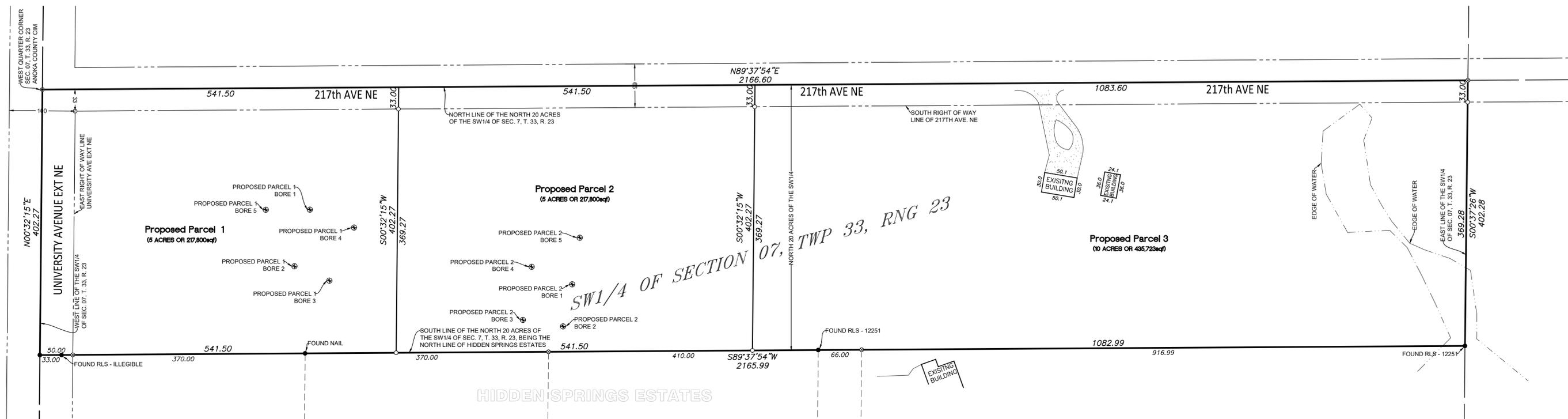
ATTEST:

Kevin Lewis, Mayor

Mike Jeziorski, Deputy City Administrator

CERTIFICATE OF SURVEY

SECTION 07, TOWNSHIP 33 NORTH, RANGE 23 WEST
 ANOKA COUNTY, MINNESOTA



PARENT TRACT LEGAL DESCRIPTION

THE NORTH 20 ACRES OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION SEVEN (7), TOWNSHIP THIRTY-THREE (33), RANGE TWENTY-THREE (23), SUBJECT TO THE EXISTING TOWN ROAD AS IT IS NOW LAID OUT AND TRAVELLED ALONG THE NORTH LINE THEREOF, AND FURTHER SUBJECT TO EASEMENTS, RESTRICTIONS AND RESERVATIONS OF RECORD, IF ANY.

PROPOSED LEGAL DESCRIPTION - PARCEL 1

THAT PART OF THE SOUTHWEST QUARTER OF SECTION 07, TOWNSHIP 33 NORTH, RANGE 23 WEST, ANOKA COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 07, BEING THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 37 MINUTES 54 SECONDS EAST ALONG THE EAST-WEST QUARTER LINE OF SAID SECTION 07, A DISTANCE OF 541.50 FEET; THENCE SOUTH 00 DEGREES 32 MINUTES 15 SECONDS WEST PASSING THROUGH AN IRON AT 33.00 FEET, A DISTANCE OF 402.27 FEET; THENCE SOUTH 89 DEGREES 37 MINUTES 54 SECONDS WEST, A DISTANCE OF 541.50 FEET; THENCE NORTH 00 DEGREES 32 MINUTES 15 SECONDS EAST, A DISTANCE OF 402.27 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 5.0 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RESERVATIONS OF RECORD, IF ANY.

PROPOSED LEGAL DESCRIPTION - PARCEL 2

THAT PART OF THE SOUTHWEST QUARTER OF SECTION 07, TOWNSHIP 33 NORTH, RANGE 23 WEST, ANOKA COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 07; THENCE NORTH 89 DEGREES 37 MINUTES 54 SECONDS EAST ALONG THE EAST-WEST QUARTER LINE OF SAID SECTION 07, A DISTANCE OF 541.50 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID LINE NORTH 89 DEGREES, 37 MINUTES, 54 SECONDS EAST, A DISTANCE OF 541.50; THENCE SOUTH 00 DEGREES 32 MINUTES 15 SECONDS WEST PASSING THROUGH AN IRON AT 33.00 FEET, A DISTANCE OF 402.27 FEET; THENCE SOUTH 89 DEGREES 37 MINUTES 54 SECONDS WEST, A DISTANCE OF 541.50 FEET; THENCE NORTH 00 DEGREES 32 MINUTES 15 SECONDS EAST, A DISTANCE OF 402.27 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 5.0 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RESERVATIONS OF RECORD, IF ANY.

PROPOSED LEGAL DESCRIPTION - PARCEL 3

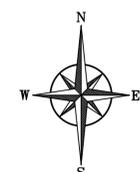
THAT PART OF THE SOUTHWEST QUARTER OF SECTION 07, TOWNSHIP 33 NORTH, RANGE 23 WEST, ANOKA COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 07; THENCE NORTH 89 DEGREES 37 MINUTES 54 SECONDS EAST ALONG THE EAST-WEST QUARTER LINE OF SAID SECTION 07, A DISTANCE OF 1083.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID LINE NORTH 89 DEGREES, 37 MINUTES, 54 SECONDS EAST, A DISTANCE OF 1083.00; THENCE SOUTH 00 DEGREES 37 MINUTES 26 SECONDS WEST PASSING THROUGH AN IRON AT 33.00 FEET, A DISTANCE OF 402.28 FEET; THENCE SOUTH 89 DEGREES 37 MINUTES 54 SECONDS WEST, A DISTANCE OF 1082.99 FEET; THENCE NORTH 00 DEGREES 32 MINUTES 15 SECONDS EAST, A DISTANCE OF 402.27 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 10.0 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RESERVATIONS OF RECORD, IF ANY.

LEGEND

- IRON MONUMENT FOUND
- IRON MONUMENT SET WITH CAP NO. (57991)
- ⊙ COMPUTED POSITION
- ⊙ FOUND CAST IRON MONUMENT
- ⊕ SOIL BORING
- PROPERTY BOUNDARY
- PROPOSED LOT LINES
- - - EXISTING LOT LINE/ADJOINERS
- - - EDGE OF WATER
- - - RIGHT-OF-WAY
- ▨ GRAVEL SURFACE



SCALE
 1" = 80'

BEARINGS ARE BASED ON NAD83(2011) ANOKA COUNTY COORDINATE SYSTEM

NORTHWESTERN SURVEYING AND ENGINEERING, INC. PREPARED THIS SURVEY WITHOUT THE BENEFIT OF CURRENT TITLE WORK. THE PROPERTY SHOWN IS BASED ON A LEGAL DESCRIPTION PROVIDED BY YOU THE CLIENT OR A GENERAL REQUEST AT THE APPROPRIATE COUNTY RECORDER'S OFFICE. EASEMENTS, SITE RESTRICTIONS OR ADJOINING DEED CONFLICTS MAY EXIST WHICH AFFECT SUBJECT PROPERTY AND ARE NOT SHOWN BY THIS SURVEY. WE RESERVE THE RIGHT TO REVISE THE SURVEY UPON RECEIPT OF A CURRENT TITLE COMMITMENT OR TITLE OPINION.

	NANCY GALLAGHER PART OF THE SW 1/4 SEC 07-T33N-R23W ANOKA COUNTY, MN		JOB#: 24632 DRAWN BY: MMB FILENAME: 24630 GALLAGHER_L5_SURV	I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
	SURVEYING & ENGINEERING, INC. P.O. Box 3067 - Burnsville, Minnesota - 55339	1 PRELIMINARY 08/12/2024 2 UPDATED - LEGAL 09/06/2024	DATE: 09/06/2024	

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-41

**APPROVING THE METES AND BOUNDS SPLIT FOR THE ADMINISTRATIVE
SUBDIVISION OF THE PROPERTY LOCATED AT 516 217th AVE NE,
EAST BETHEL, PIN 07-33-23-31-0001, LEGALLY DESCRIBED AS:**

N 20 AC OF SW1/4 OF SEC 7 TWP 33 RGE 23, EX RD SUBJ TO EASE OF REC

WHEREAS, the property owners requested approval of an administrative subdivision, Metes and Bounds Split, of PIN: 07-33-23-31-0001, a 20 acre parcel, to create one (1) 10 acre parcel and two (2) 5 acre parcels, as show in EXHITIB A; and

WHEREAS, the property is zoned a Rural Residential (RR) District in which lots are required to be a minimum of 2 acres in size; and

WHEREAS, City Staff reviewed the request and recommends the City Council approve the administrative subdivision; and

WHEREAS, as a result of the review, the East Bethel Review Committee supports the administrative subdivision since all city codes are in compliance; and

WHEREAS, the City Council has determined the administrative subdivision does not affect the health, safety and welfare of the City of East Bethel; and

WHEREAS, the administrative subdivision is in alignment with RR Zone – Land Use and the 2040 Comprehensive Plan.

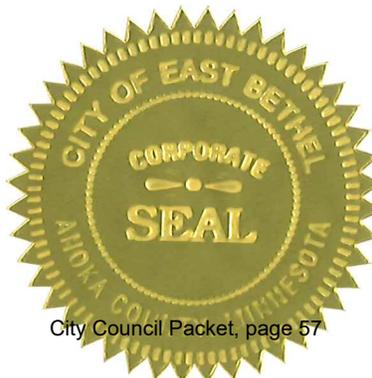
NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the administrative subdivision to create one (1) 10 acre parcel and two (2) new 5 acre parcels, with the following conditions:

1. The property owners are responsible for filing the Metes and Bounds subdivision with Anoka County Property and Tax Division.
2. Park dedication fees of \$2,000 for each of new lot shall be paid prior to the release of city approval for filing.
3. The administrative subdivision is approved as shown on Exhibit A.
4. Building permits are required prior to any construction on newly created parcels.

Adopted this 8th day of July, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL


Kevin Lewis, Mayor



ATTEST:


Matt Look, City Administrator

September 19, 2024

City of East Bethel
2241 221st Ave NE
East Bethel, MN 55011

Dear Aaron Berg,

I am writing to inform you of my resignation from my position as Permit Technician at the City of East Bethel. My last day will be on October 9th, 2024.

I am grateful for the opportunities for growth and experience I've gained during my time here. I appreciate your support and guidance.

Please let me know how I can assist with the transition process. I wish you and the City of East Bethel continued success in the future.

Sincerely,

A handwritten signature in cursive script that reads "Sherri Wills".

Sherri Wills

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 23, 2024

Agenda Item Number: 8.0 A.1

Agenda Item: Viking Meadows Final Plat Update

Requested Action: No action needed

Background Information:

The Community Development Director will provide a verbal update to the City Council on the progress of the Vikings Meadows Final Plat.

Attachments:

None

Recommendation:

None

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action: X