

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: January 27, 2025 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. Anoka County Sheriff Office Monthly Report (p. 3-9)
- B. Fire Department Monthly Report (p. 10-14)

5.0 Public Forum

6.0 Consent Agenda (p. 15-17)

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. 18-23)
- B. Minutes: January 13, 2025 City Council meeting (p. 24-30)
- C. Landform Contract Approval Affirmation
- D. Re-appointment of Park Commission Members
- E. Re-appointment of EDA Member
- F. Re-appointment of Planning Commission Members
- G. Declaration of Vacancies and Authorization to Accept Applications for EDA and Planning Commission
- H. Authorization to Post Vacancy for Community Development Director position
- I. Resolution 2025-07, Arbor Day Declaration April 25, 2025 (p. 31)
- J. Resolution 2025-08, Declaring Surplus Property (p. 32)
- K. Purchase of Toro Wide Area Mower (p. 33)
- L. Hidden Prairie Preliminary Plat Extension (p. 34)

7.0 New Business - Commission, Association and Task Force Reports

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

8.0 Department Reports

- A. Community Development
- B. Engineer
- C. City Attorney

- D. Finance
- E. Public Works
 - 1. 2025 JPA Street Maintenance Projects (p. 35-37)
 - 2. 2025 Class 5 Gravel Road Resurfacing Projects (p. 38-39)
- F. Fire Department
- G. City Administrator
 - 1. MN Public Employee Association Union Negotiation Process and Timeline Discussion (p. 40-55)

9.0 Other

- A. Staff Report
- B. Council Reports
- C. Other

10.0 Adjourn

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



Date: January 27, 2025

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

Fiscal Impact:

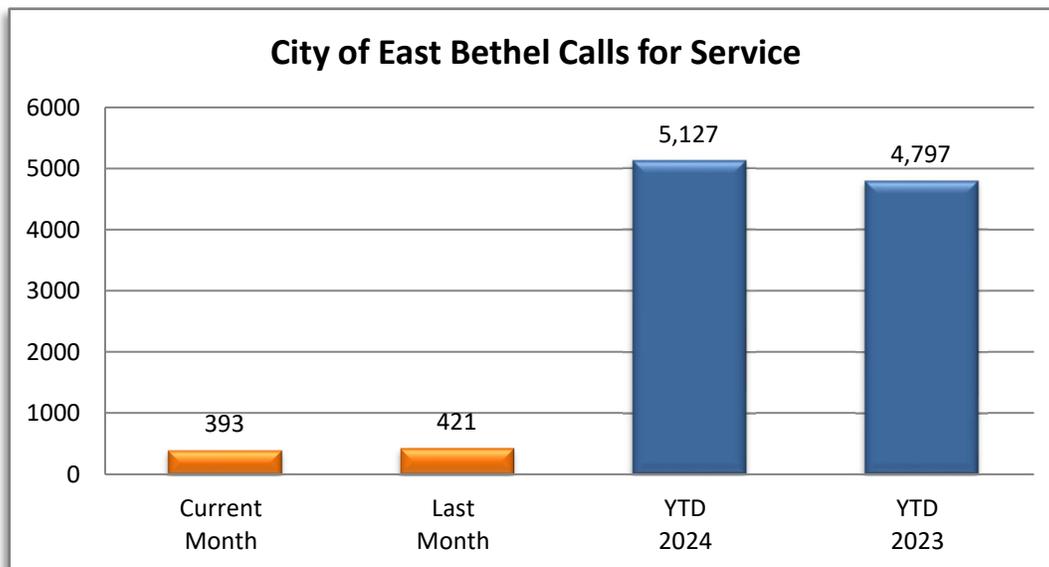
Recommendation(s): No Action Required

PATROL DIVISION

YEAR TO DATE - DECEMBER 2019-2024

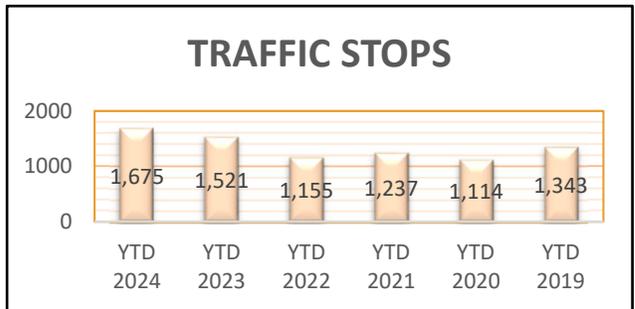
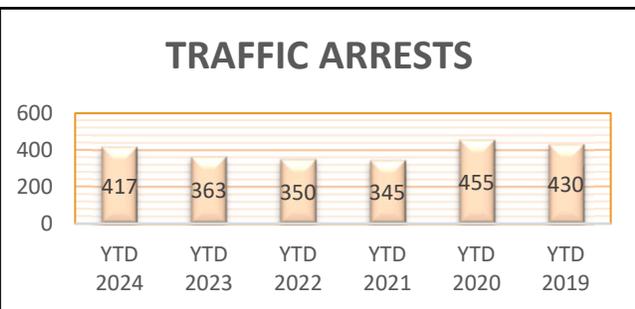
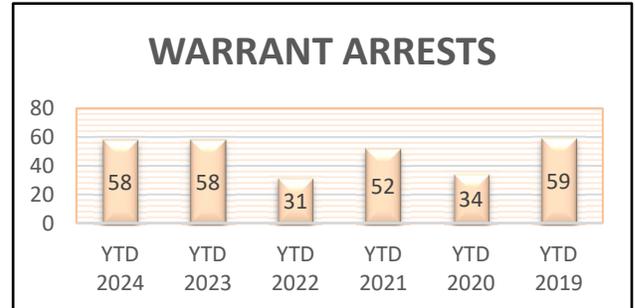
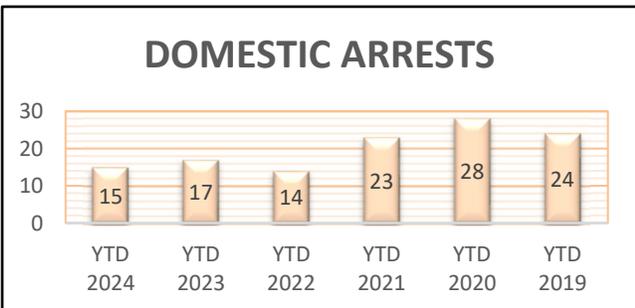
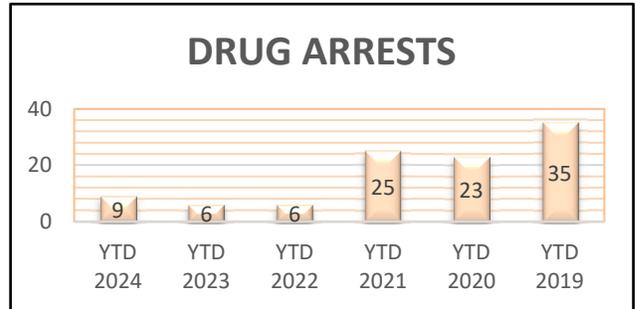
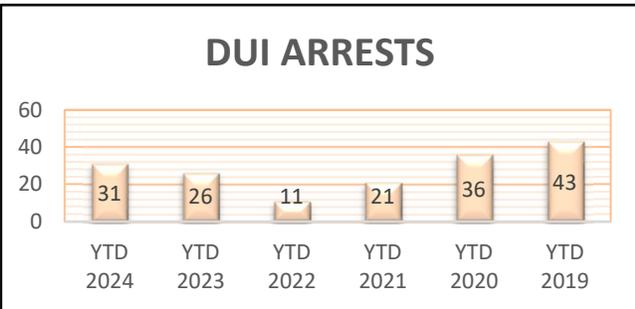
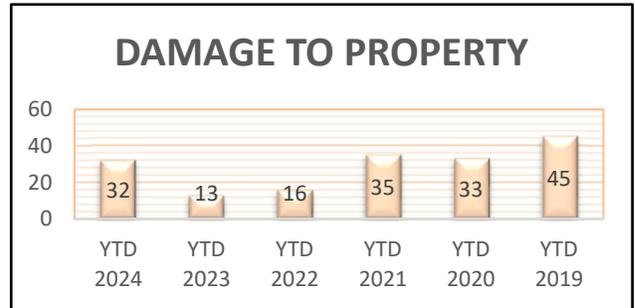
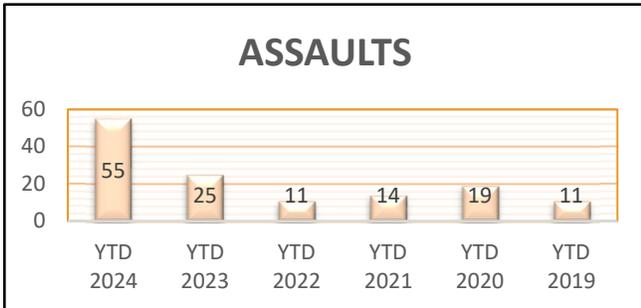
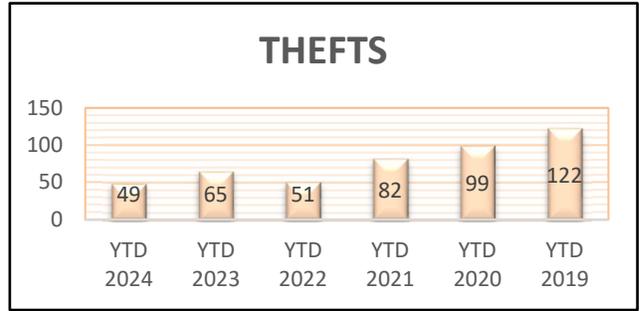
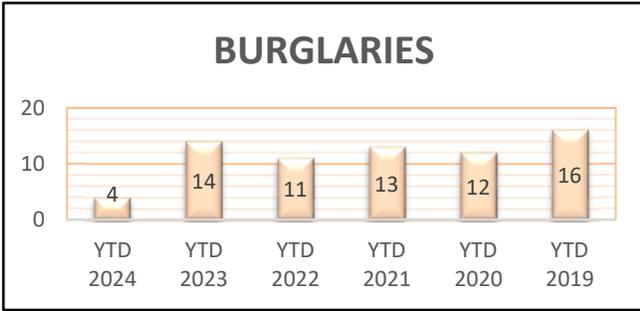
CITY OF EAST BETHEL - DECEMBER 2024

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	462	516	421	393	5,127	4,797
Burglaries	0	1	0	0	0	0	1	0	1	1	0	0	4	14
Thefts	5	3	3	2	2	4	4	5	6	5	3	7	49	65
Crim Sex Conduct	0	1	1	0	1	2	0	0	0	0	1	0	6	7
Assault	5	1	3	4	8	6	4	7	6	4	7	0	55	25
Dam to Property	0	5	1	3	4	2	2	2	2	5	3	3	32	13
Harass Comm	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PI Accidents	4	2	3	7	11	7	6	4	5	4	3	7	63	57
PD Accidents	23	16	15	11	29	2	11	10	15	30	25	30	217	189
Medical	62	47	59	55	76	58	80	74	63	69	56	69	768	717
Animal Complaint	19	24	32	33	38	30	22	39	33	24	22	23	339	317
Alarms	24	14	17	13	15	14	16	20	26	23	20	29	231	206
Felony Arrests	6	4	2	2	3	6	2	5	5	5	6	5	51	22
Gross Misd Arrests	2	2	3	6	7	8	0	6	7	6	6	5	58	46
Misd Arrests	10	5	7	8	21	7	15	12	14	6	18	7	130	65
DUI Arrests	3	2	2	2	0	3	3	4	3	2	6	1	31	26
Drug Arrests	1	1	0	1	0	1	2	1	0	1	0	1	9	6
Domestic Arrests	1	0	3	1	1	0	2	2	1	0	2	2	15	17
Warrant Arrests	2	3	5	8	2	5	7	6	3	9	4	4	58	58
Traffic Stops	106	113	116	128	100	186	135	154	150	200	173	114	1,675	1,521
Traffic Arrests	16	32	18	29	26	49	45	42	39	42	54	25	417	363



CITY OF EAST BETHEL

YEAR TO DATE - DECEMBER 2019-2024

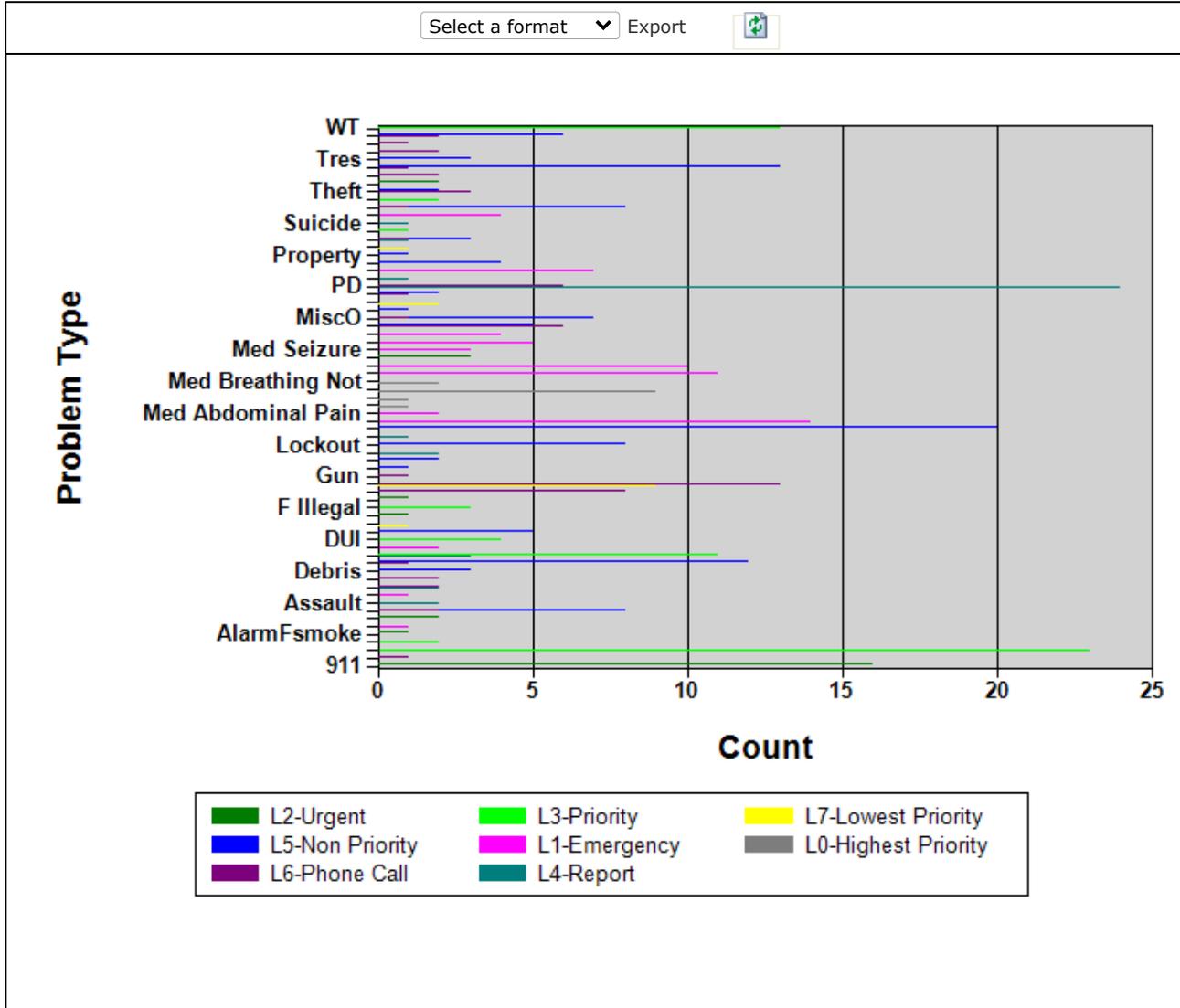


Problem Type Summary

1:16 PM 01/13/2025

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 12/1/2024 To 12/31/2024
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			16						16
Abandon						1	1		2
Abuse									
AbuseP									
AlarmB				23					23

AlarmCO			2					2
AlarmCOill								
AlarmF								
AlarmFsmoke		1						1
AlarmHoldup	1							1
AlarmV								
AlarmWF		2						2
Animal					8	2		10
AnimalResc								
Arson								
Assault				2				2
AssaultP	1							1
Boat Assist								
Bomb								
BombP								
Broadcast								
Burg				2		2		4
BurgP								
Civil						2		2
CivilP								
CSC								
Debris					3			3
Deer					12	1		13
Disorderly								
Dom			11	3		6		20
DomP	2							2
Drugs								
DUI			4					4
Dumping								
Escort					5			5
ExPat							1	1
F Aircraft								
F Assist								
F CleanUp								
F Collapse								
F Dump								
F Elec Smell								
F Expl								
F Gas Odor In								
F Gas Odor Out								
F Grass fire		1						1
F Illegal			3					3
F Misc								
F Mutual Aid								
F Oven								
F Powerlines								
F SmokeIn								
F SmokeOut								
F Structure		1						1
F Train								
F Veh								
F Water Rescue								
Fight								
Flood in								
Flood out								
Fraud						8		8
FraudP								
FU				1		13	9	23
FW								
Gun						1		1
Harass					1			1
Info					2			2
Lift Assist				2				2
Liq								
Lockout					8			8
LockoutP				1				1

MA					20			20
MASS								
Med -	14							14
Med Abdominal Pain	2							2
Med Alarm								
Med Allergic	1							1
Med Assault								
Med Bleed	1							1
Med Breathing Diff	9							9
Med Breathing Not	2							2
Med Choking								
Med Drown								
Med Electro								
Med Fall	11							11
Med Heart	10							10
Med Hold		3						3
Med Info								
Med OB								
Med Priority								
Med Seizure	3							3
Med Stab-Gunshot								
Med Stroke	5							5
Med Uncon	4							4
Medex								
Misc					5	6		11
MiscO					7	1		8
Noise					1			1
NoTag							2	2
Ord								
Other								
Park					2	1		3
PD				24		6		30
Person				1				1
PI	7							7
POR					4			4
Property					1			1
PW								
REPO-TOW							1	1
RJ				1	3	1		5
RoadClosure								
Robbery								
RobberyP								
Shots			1					1
Slumper								
StolenProp								
Suicide				1				1
SuicideP	4							4
Susp					8	1		9
SuspP			2					2
Theft					2	3		5
TheftP		2						2
Threat					1	2		3
ThreatP								
Traf					13	1		14
Tres					3			3
UNK								
Unsecure								
Vand						2		2
VandP								
VehTheft						1		1
VehTheftP								
Weapon								
Weather								
Welfare					6	2		8
WelfareP								
WT						1		14

Total

13	64	26	59	38	116	64	13	393
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Close

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



Date: January 27, 2025

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 – December 2024 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



**East Bethel Fire Department
December 2024
Response Calls**

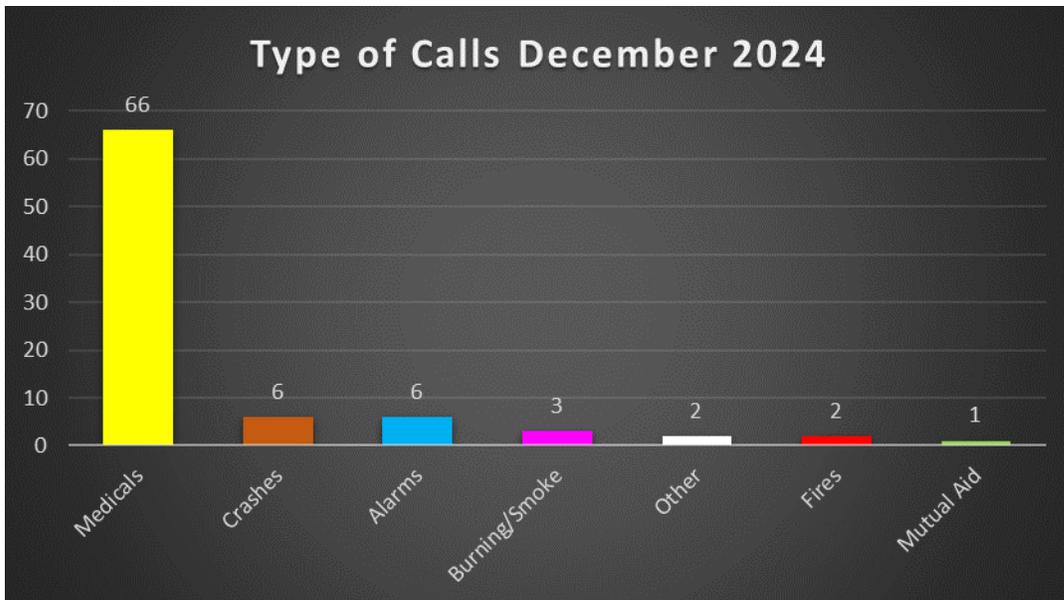
Incident No.	Incident Date	Street Address	Incident Type
946	12/2/2024	2748 222nd Lane Northeast	EMS call
947	12/2/2024	Hwy 65 Northeast and Viking Blvd NE	Crash
948	12/2/2024	18164 Hwy 65 Northeast Apt 33	EMS call
949	12/3/2024	Hwy 65 Northeast and 187th Lane Ne	Crash
950	12/3/2024	1788 208th Lane Northeast	EMS call
951	12/4/2024	22686 Bataan Street Northeast	Building fire
952	12/4/2024	18150 Flanders Street Northeast	EMS call
953	12/4/2024	305 215th Lane Northeast	EMS call
954	12/5/2024	2385 Viking Boulevard Northeast	EMS call
955	12/5/2024	24350 Polk Street Northeast	EMS call
956	12/7/2024	24355 Hwy 65 Northeast Apt 92	EMS call
957	12/7/2024	18254 Greenbrook Drive Northeast	Alarms
958	12/7/2024	339 Cedar Road Northeast	EMS call
959	12/7/2024	23019 Hwy 65 Northeast	Burning/Smoke
960	12/8/2024	24355 Hwy 65 Northeast Apt 117	EMS call
961	12/8/2024	22711 Durant Street Northeast	EMS call
962	12/9/2024	24355 Hwy 65 Northeast Apt 131	EMS call
963	12/9/2024	21812 East Bethel Boulevard Northeast	EMS call
964	12/9/2024	21005 Eveleth Street Northeast	EMS call
965	12/10/2024	24355 Hwy 65 Northeast Apt 124	EMS call
966	12/10/2024	22686 Bataan Street Northeast	EMS call
967	12/11/2024	24355 Hwy 65 Northeast Apt 189	EMS call
968	12/11/2024	22840 Jewell Street Northeast	EMS call
969	12/12/2024	20986 Taylor Street Northeast	Alarms
970	12/13/2024	19131 Taylor Street Northeast Apt 210	EMS call
971	12/13/2024	23250 Buchanan Street Northeast	Crash
972	12/14/2024	18164 Hwy 65 Northeast Apt 171	EMS call
973	12/14/2024	Hwy 65 and 205th Ave Ne	Other
974	12/15/2024	Viking Blvd NE and Jackson St Ne	Other
975	12/16/2024	220 Elm Road Northeast	EMS call
976	12/16/2024	1252 185th Avenue Northeast Apt 218	EMS call
977	12/16/2024	18164 Hwy 65 Northeast Apt 171	EMS call
978	12/16/2024	18164 Hwy 65 Northeast Apt 81	EMS call
979	12/16/2024	19131 Taylor Street Northeast Apt 3	EMS call
980	12/17/2024	19131 Taylor Street Northeast Apt 221	EMS call
981	12/17/2024	19131 Taylor Street Northeast Apt 201	EMS call

Incident No.	Incident Date	Street Address	Incident Type
982	12/18/2024	18916 Breezy Point Drive Northeast	EMS call
983	12/18/2024	3820 189th Avenue Northeast	EMS call
984	12/18/2024	23344 Monroe Street Northeast	EMS call
985	12/18/2024	18164 Hwy 65 Northeast Apt 17	Alarms
986	12/19/2024	Hwy 65 Northeast and 241st Ave NE	Crash
987	12/19/2024	18164 Hwy 65 Northeast Apt 171	EMS call
988	12/19/2024	18164 Hwy 65 Northeast Apt 114	EMS call
989	12/20/2024	24258 Pierce Path Northeast	EMS call
990	12/20/2024	19349 Able Street Northeast	EMS call
991	12/21/2024	19131 Taylor Street Northeast Apt 18	EMS call
992	12/21/2024	24355 Hwy 65 Northeast Apt 159	EMS call
993	12/21/2024	20998 Kissel Street Northeast	EMS call
994	12/23/2024	19131 Taylor Street Northeast Apt 205	EMS call
995	12/23/2024	Hwy 65 Northeast and 237th Ave NE	Crash
996	12/24/2024	18164 Hwy 65 Northeast Apt 103	EMS call
997	12/24/2024	Hwy 65 Northeast and 187th Ave NE	Crash
998	12/24/2024	20005 Naples Court Northeast	EMS call
999	12/24/2024	23474 Nightingale Street Northwest	Mutual Aid
1000	12/25/2024	Fawn Lake Drive NE and 237th Ave NE	Grass fire
1001	12/25/2024	24355 Hwy 65 Northeast Apt 179	EMS call
1002	12/25/2024	1301 221st Avenue Northeast	EMS call
1003	12/25/2024	22686 Bataan Street Northeast	EMS call
1004	12/25/2024	19230 Staples Street Northeast	EMS call
1005	12/25/2024	19520 Jackson Street Northeast	EMS call
1006	12/26/2024	19131 Taylor Street Northeast	EMS call
1007	12/26/2024	19240 Isetta Street Northeast	EMS call
1008	12/26/2024	18164 Hwy 65 Northeast Apt 81	EMS call
1009	12/26/2024	18164 Hwy 65 Northeast Apt 31	EMS call
1010	12/27/2024	4456 224th Avenue Northeast	EMS call
1011	12/27/2024	3806 191st Avenue Northeast	EMS call
1012	12/27/2024	24355 Hwy 65 Northeast Apt 160	EMS call
1013	12/27/2024	1728 208th Avenue Northeast	EMS call
1014	12/27/2024	1735 214th Avenue Northeast	Alarms
1015	12/28/2024	2530 224th Avenue Northeast	EMS call
1016	12/28/2024	18627 Buchanan Street Northeast	Alarms
1017	12/28/2024	24355 Hwy 65 Northeast Apt 107	EMS call
1018	12/28/2024	18627 Buchanan Street Northeast	Alarms
1019	12/28/2024	21812 East Bethel Boulevard Northeast	EMS call
1020	12/28/2024	18164 Hwy 65 Northeast Apt 105	EMS call
1021	12/29/2024	22246 Quincy Street Northeast	EMS call

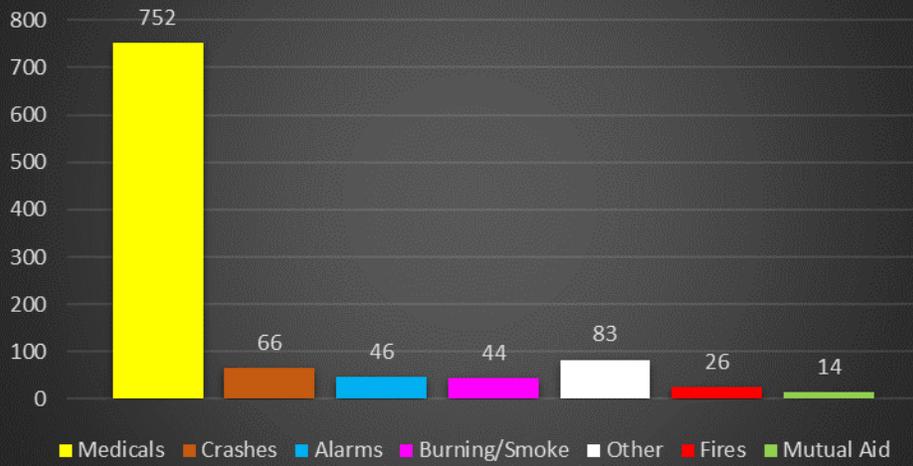
Incident No.	Incident Date	Street Address	Incident Type
1022	12/29/2024	22223 Vermillion Street Northeast	EMS call
1023	12/29/2024	1826 183rd Avenue Northeast	EMS call
1024	12/30/2024	24355 Hwy 65 Northeast Apt 8	EMS call
1025	12/30/2024	19240 Isetta Street Northeast	EMS call
1026	12/31/2024	4532 229th Avenue Northeast	EMS call
1027	12/31/2024	19131 Taylor Street Northeast Apt 306	EMS call
1028	12/31/2024	24355 Hwy 65 Northeast Apt 170	EMS call
1029	12/31/2024	19131 Taylor Street Northeast Apt 201	EMS call
1030	12/31/2024	1510 234th Avenue Northeast	Burning/Smoke
1031	12/31/2024	1510 234th Avenue Northeast	Burning/Smoke

86 Total calls

- 66 Medicals
- 6 Crashes
- 6 Alarms
- 3 Burning/Smoke
- 2 Other
- 2 Fires
- 1 Mutual Aid



Type of Calls Year to Date 2024



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



Date: January 27, 2025

Agenda Item Number: Item 6.0 A-L

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approve Bills

Item B – January 13, 2025 City Council Meeting Minutes

Minutes from the January 13, 2025 City Council meeting are attached for your review.

Item C – Landform Contract Approval

Upon further review, there was not a motion or second, however there was a unanimous vote of approval. Staff is recommending a motion and a second be formally made and voted on again.

Item D – Re-appointment of Park Commission Members

The terms of Park Commissioners Bonnie Harvey, Bill Zimmermann, and Maryhelen Westlund are set to expire on January 31, 2025. All three commissioners have submitted letters seeking to serve another three-year term that would expire on Jan 31, 2028. At their January 14, 2025, meeting, the Park Commission unanimously recommended that City Council consider the reappointment of Bonnie Harvey, Bill Zimmermann, and Maryhelen Westlund to the Park Commission for another three-year term. The City has not been notified of any other interested candidates for the Commission.

Item E – Re-appointment of EDA member

The prior council had indicated an interest in transitioning the EDA membership over to elected officials (similar to HRA membership). After reviewing the legality of transitioning EDA membership, the city attorney advised that it would need to happen when terms expire. Tom Schulzetenberg's term expires January 31st 2025. Mr. Schulzetenberg has indicated interest in being reappointed. Newly appointed term would be a period of 6 years, expiring on January 31st, 2031.

Item F – Re-appointment of Planning Commission Members

The terms of Planning Commissioners Sharon Johnson and Brian Downie are set to expire on January 31, 2025. Both commissioners have indicated interest to serve another three-year term that would expire on Jan 31, 2028. At their January 14, 2025, meeting, the Park Commission unanimously recommended that City Council consider the reappointment of Bonnie Harvey, Bill Zimmermann, and Maryhelen Westlund to the Park Commission for another three-year term. The City has not been notified of any other interested candidates for the Commission.

Item G – Declaration of Vacancies, Authorization to Accept Applications for EDA & Planning Commission

Gabriel Hanschen has served as a member of the Planning Commission since 2022, and at the November 26, 2024 meeting, he expressed his desire to resign at the end of his term, which ends January 31, 2025.

Suzanne Erkel has served as a member of the EDA since 2023, and was sworn in to City Council on January 13, 2025, effectively creating a vacancy for a resident seat.

Staff is seeking confirmation of these vacancies, and of posting these openings in order to accept resident applications for the positions.

Item H – Authorization to Post Vacancy for Community Development Director Position

On December 23rd, 2024, Aaron Berg resigned his position as Community Development Director. Staff is seeking direction and authorization to post for the position of Community Development Director.

Item I – Resolution 2025-07, Arbor Day Declaration April 25, 2025

In 2014, the City of East Bethel held its first Arbor Day commemoration at Booster Park with a tree planting, assisted by local Cub Scouts, to begin a program of tree replacement within the park. The City has continued this tradition over the past 11 years. The Arbor Day Celebration, along with other tree projects/programs performed by the City, has enabled the City to be the recipient of a Tree City USA designation for the past 11 years.

Staff and the Park Commission have proposed this as an annual event to promote the benefits of trees and a healthy urban forest. Arbor Day 2025 is Friday April 25th and to celebrate the occasion, a public tree planting will take place in Booster Park.

Item J – Resolution 2025-08 Declaring 2014 John Deere 1600 Mower Surplus

As part of the City's Equipment Replacement Program, the 2014 John Deere Wide Area Mower was scheduled for replacement in 2022. The Public Works Department reconditioned some major components and were able to push the replacement out to 2025. The current age and condition of the mower will bring the highest resale value before more expensive repairs are required on the machine. This is a regular replacement for this item.

Staff recommends declaring the 2014 John Deere 1600 mower surplus property and offering it up for public auction on the State of Minnesota on-line government surplus auction website MInnBid.org.

Item K – Purchase of 2024 Toro Z Master 7500 Wide Area Mower

Staff have checked state contracts for wide area mowers that would meet the needs of the City's ground maintenance requirements. The wide area mower is used almost continuously as turf is actively growing. Staff have looked at various models from different manufacturers and recommend the Toro Z Master 7500 which is a couple thousand dollars cheaper than the direct replacement from John Deere.

Funds for the acquisition are provided for in the 2025 Equipment Replacement Fund. Funding was budgeted at \$75,000 and the state contract price is \$67,321. The sale of the existing mower is expected to bring in between \$10,000-\$20,000.

Staff recommends the purchase of the 2025 Toro Z Master 7500. This piece of equipment is expected to meet the City's current and future needs for 10-12 years.

Item L - Hidden Prairie Preliminary Plat Extension

The preliminary plat for Hidden Prairie was approved by the City Council at the February 12, 2024, meeting. The applicant has until February 12, 2025, to submit a final plat application or the preliminary plat approvals expire and would need to be resubmitted.

The applicant has been working with the adjacent landowner to address approval conditions related to access and hope to have that issue resolved this spring so that the final plat can be submitted. However, to ensure adequate time to address the outstanding items, the request is for a one-year extension. The new deadline would be February 12, 2026 for a complete final plat submission.

Fiscal Impact: Items requiring expenditures have approved 2025 Budget funds to cover their costs.

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
January 27, 2025
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$579,579.24
Electronic Payroll Payments						\$50,838.64
Payroll City Council - January 15, 2025						\$2,229.85
Payroll Fire Department - January 15, 2025						\$12,229.82
Payroll City Staff - January 16, 2025						\$50,473.55
Total to be Approved for Payment						\$644,877.55
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	40110	Blaine Lock & Safe, Inc.	615	49851	\$37.00
Arena Operations	Bldg/Facility Repair Supplies	26861	Menards Cambridge	615	49851	\$12.44
Arena Operations	Bldgs/Facilities Repair/Maint	20240801	North Anoka Plumbing	615	49851	\$575.00
Arena Operations	Bldgs/Facilities Repair/Maint	2968236	Summit Fire Protection	615	49851	\$79.50
Arena Operations	Bldgs/Facilities Repair/Maint	315099661	Trane U.S. Inc.	615	49851	\$1,483.50
Arena Operations	Electric Utilities	01 2025	Connexus Energy	615	49851	\$4,300.45
Arena Operations	Electric Utilities	12 2024-2	Connexus Energy	615	49851	(\$6.65)
Arena Operations	Gas Utilities	911558266	Xcel Energy	615	49851	\$4,511.35
Arena Operations	General Operating Supplies	9380863069	Grainger	615	49851	\$882.14
Arena Operations	Information Systems	B250113J	Anoka County Treasury Dept	615	49851	\$75.00
Arena Operations	Refund of Overpayment	12-1	Andover Huskies Youth Hockey Assn	615		\$62.40
Arena Operations	Refuse Removal	11468993B067	Ace Solid Waste, Inc.	615	49851	\$1,200.00
Building Inspection	Professional Services Fees	899	Rum River Constr Consultants	101	42410	\$5,510.00
Building Inspection	Refund of Overpayment	2141055	DENISE K JOHNSON	101		\$600.00
Building Inspection	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	42410	\$2,456.01
City Administration	Conferences/Meetings	421754	BELL, FAYE	101	41320	\$20.00
City Administration	Information Systems	B250113J	Anoka County Treasury Dept	101	41320	\$75.00
City Administration	Office Supplies	01857D	LOOK, MATT	101	41320	\$56.00
City Administration	Telephone	01 2025	CenturyLink	101	41320	\$153.43
City Administration	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	41320	\$1,451.78
Economic Development Authority	Professional Services Fees	894	East Bethel Chamber	232	23200	\$125.00
Engineering	Architect/Engineering Fees	54500	Hakanson Anderson Assoc. Inc.	101		\$281.25
Engineering	Architect/Engineering Fees	54501	Hakanson Anderson Assoc. Inc.	101		\$250.00
Engineering	Architect/Engineering Fees	54505	Hakanson Anderson Assoc. Inc.	101	43110	\$510.15
Finance	Auditing and Acct g Services	500405	Abdo LLP	101	41520	\$7,750.00
Finance	Conferences/Meetings	421756	JABS, EMILY	101	41520	\$20.00
Finance	Software Licensing	00166088	Banyon Data Systems, Inc.	101	41520	\$1,730.00
Finance	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	41520	\$1,342.62
Fire Department	Bldg/Facility Repair Supplies	27100	Menards Cambridge	101	42210	\$204.68
Fire Department	Bldgs/Facilities Repair/Maint	ABI0040795X	MN Dept Labor & Industry	101	42210	\$70.00
Fire Department	Bldgs/Facilities Repair/Maint	2969115	Summit Fire Protection	101	42210	\$1,780.90
Fire Department	Conferences/Meetings	7217	F.I.R.E.	101	42210	\$1,300.00
Fire Department	Dues and Subscriptions	596663	Active911 Inc.	101	42210	\$677.25
Fire Department	Dues and Subscriptions	0389315M#3	NFPA	101	42210	\$225.00
Fire Department	Electric Utilities	01 2025	Connexus Energy	101	42210	\$511.14
Fire Department	Electric Utilities	01 2025	Connexus Energy	101	42210	\$254.05
Fire Department	Electric Utilities	01 2025	Connexus Energy	101	42210	\$8.00



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Fire Department	Electric Utilities	01 2025	Connexus Energy	101	42210	\$111.56
Fire Department	Electric Utilities	12 2024-2	Connexus Energy	101	42210	(\$5.58)
Fire Department	Electric Utilities	12 2024-2	Connexus Energy	101	42210	\$224.99
Fire Department	Electric Utilities	12 2024-2	Connexus Energy	101	42210	(\$2.45)
Fire Department	Electric Utilities	12 2024-2	Connexus Energy	101	42210	\$0.85
Fire Department	Gas Utilities	911558266	Xcel Energy	101	42210	\$2,528.90
Fire Department	General Operating Supplies	1053273	Ham Lake Hardware	101	42210	\$47.76
Fire Department	Information Systems	B250113J	Anoka County Treasury Dept	101	42210	\$75.00
Fire Department	Lubricants and Additives	0259160-IN	Allied Oil & Tire Company	101	42210	\$256.08
Fire Department	Motor Vehicles Parts	122773468	Fleet Pride	101	42210	\$33.64
Fire Department	Motor Vehicles Parts	122773469	Fleet Pride	101	42210	\$93.72
Fire Department	Motor Vehicles Parts	1539-318844	O'Reilly Auto Stores Inc.	101	42210	\$16.99
Fire Department	Office Equipment Rental	38280623	GreatAmerica Financial Svcs	101	42210	\$125.78
Fire Department	Telephone	01 2025	CenturyLink	101	42210	\$57.95
Fire Department	Telephone	01 2025	CenturyLink	101	42210	\$88.20
Fire Department	Telephone	13299700114480	Midcontinent Communications	101	42210	\$30.25
Fire Department	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	42210	\$40,800.16
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	27109	Menards Cambridge	101	41940	\$39.33
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	32508	Blaine Lock & Safe, Inc.	101	41940	\$224.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	54936	Robert B. Hill Company	101	41940	\$18.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2967970	Summit Fire Protection	101	41940	\$79.75
General Govt Buildings/Plant	Electric Utilities	01 2025	Connexus Energy	101	41940	\$19.70
General Govt Buildings/Plant	Electric Utilities	01 2025	Connexus Energy	101	41940	\$119.36
General Govt Buildings/Plant	Electric Utilities	01 2025	Connexus Energy	101	41940	\$818.34
General Govt Buildings/Plant	Electric Utilities	12 2024-2	Connexus Energy	101	41940	\$80.12
General Govt Buildings/Plant	Electric Utilities	12 2024-2	Connexus Energy	101	41940	\$2.93
General Govt Buildings/Plant	Electric Utilities	12 2024-2	Connexus Energy	101	41940	\$102.18
General Govt Buildings/Plant	Gas Utilities	911558266	Xcel Energy	101	41940	\$1,254.13
General Govt Buildings/Plant	General Operating Supplies	5248457808	CINTAS	101	41940	\$22.95
General Govt Buildings/Plant	General Operating Supplies	5248457808	CINTAS	101	41940	\$93.45
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101		\$122.50
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101	41610	\$1,788.50
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101	41610	\$1,818.00
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101	41610	\$2,352.00
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101	41610	\$4,777.50
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101	41610	\$840.00
Legal	Legal Fees	43535	Eckberg, Lammers, P.C.	101	41610	\$833.00
Mayor/City Council	Small Tools and Minor Equip	001488	Suzanne Erkel	101	41110	\$755.78
Mayor/City Council	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	41110	\$121.28
MSA Street Construction	Architect/Engineering Fees	54525	Hakanson Anderson Assoc. Inc.	402	40200	\$793.00
Park Maintenance	Bldg/Facility Repair Supplies	988257	Lowe's	101	43201	\$104.48
Park Maintenance	Clothing & Personal Equipment	4217793560	Cintas Corporation	101	43201	\$33.55
Park Maintenance	Clothing & Personal Equipment	4218542346	Cintas Corporation	101	43201	\$35.00
Park Maintenance	Conferences/Meetings	30367885	Jeremiah Haller	101	43201	\$255.00
Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$30.11
Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$15.50



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Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$38.08
Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$38.08
Park Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43201	\$18.98
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	\$3.19
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	(\$6.88)
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	(\$4.73)
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	(\$37.39)
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	(\$4.48)
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	\$3.77
Park Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43201	\$0.01
Park Maintenance	Equipment Parts	02-1130546	Lano Equipment, Inc.	101	43201	\$169.72
Park Maintenance	Equipment Parts	P67672	MN Equipment	101	43201	\$33.99
Park Maintenance	Other Equipment Rentals	MP266847	LRS	101	43201	\$80.00
Park Maintenance	Personnel/Labor Relations	103145	Trust in Us, LLC	101	43201	\$60.00
Park Maintenance	Small Tools and Minor Equip	P39349	MN Equipment	101	43201	\$423.98
Park Maintenance	Tires	270073151	Custom Cap and Tire	101	43201	\$620.00
Park Maintenance	Tires	270073152	Custom Cap and Tire	101	43201	\$620.00
Park Maintenance	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	43201	\$19,662.67
Payroll	Insurance Premiums	02 2025	Dearborn Group	101		\$1,981.44
Payroll	Insurance Premiums	CNS0001751772	Delta Dental	101		\$52.06
Payroll	Insurance Premiums	CNS0001751772	Delta Dental	101		\$646.16
Payroll	Insurance Premiums	265866939349	Medica	101		\$11,140.33
Payroll	Insurance Premiums	436200022025	NCPERS Group Life Ins	101		\$80.00
Payroll	Union Dues	01 2025	MN Public Employees Assn	101		\$351.00
Planning and Zoning	Commissions and Boards	2024	Diana Saenger	101	41910	\$120.00
Planning and Zoning	Commissions and Boards	2024	Gabriel Hanschen	101	41910	\$140.00
Planning and Zoning	Commissions and Boards	2024	Glenn Terry	101	41910	\$200.00
Planning and Zoning	Commissions and Boards	2024	Kory Jorgensen	101	41910	\$220.00
Planning and Zoning	Commissions and Boards	2024	Sharon Johnson	101	41910	\$200.00
Planning and Zoning	Commissions and Boards	2024	Tanner Balfany	101	41910	\$200.00
Planning and Zoning	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	41910	\$868.40
Police	Professional Services Fees	42371	Animal Humane Society	101	42110	\$2,328.00
Police	Professional Services Fees	S250102D	Anoka County Treasury Dept	101	42110	\$379,632.00
Recycling Operations	Bldgs/Facilities Repair/Maint	2967950	Summit Fire Protection	226	43235	\$217.00
Recycling Operations	Electric Utilities	01 2025	Connexus Energy	226	43235	\$78.50
Recycling Operations	Electric Utilities	12 2024-2	Connexus Energy	226	43235	(\$50.25)
Recycling Operations	Gas Utilities	911558266	Xcel Energy	226	43235	\$340.46
Recycling Operations	Other Equipment Rentals	MP266848	LRS	226	43235	\$80.00
Recycling Operations	Professional Services Fees	3612	Evergreen Recycling	226	43235	\$750.00
Sewer Operations	Electric Utilities	01 2025	Connexus Energy	602	49451	\$76.80
Sewer Operations	Electric Utilities	01 2025	Connexus Energy	602	49451	\$201.94
Sewer Operations	Electric Utilities	12 2024-2	Connexus Energy	602	49451	\$13.01
Sewer Operations	Electric Utilities	12 2024-2	Connexus Energy	602	49451	\$111.60
Street Capital Projects	Architect/Engineering Fees	54503	Hakanson Anderson Assoc. Inc.	406	40600	\$535.00
Street Capital Projects	Architect/Engineering Fees	54504	Hakanson Anderson Assoc. Inc.	406	40600	\$18,601.55
Street Maintenance	Auto/Misc Licensing Fees/Taxes	122693007	Fleet Pride	101	43220	\$2,085.00
Street Maintenance	Bldg/Facility Repair Supplies	40119	Blaine Lock & Safe, Inc.	101	43220	\$50.50
Street Maintenance	Bldgs/Facilities Repair/Maint	4217793560	Cintas Corporation	101	43220	\$9.15



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Street Maintenance	Bldgs/Facilities Repair/Maint	4218542346	Cintas Corporation	101	43220	\$9.55
Street Maintenance	Bldgs/Facilities Repair/Maint	ABIO040781X	MN Dept Labor & Industry	101	43220	\$105.00
Street Maintenance	Bldgs/Facilities Repair/Maint	2968714	Summit Fire Protection	101	43220	\$377.00
Street Maintenance	Clothing & Personal Equipment	4217793560	Cintas Corporation	101	43220	\$33.56
Street Maintenance	Clothing & Personal Equipment	4218542346	Cintas Corporation	101	43220	\$35.00
Street Maintenance	Dues and Subscriptions	2025	MSSA	101	43220	\$100.00
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$32.65
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$30.38
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$578.11
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$40.93
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$44.88
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$72.13
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$12.05
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$111.07
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$105.63
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$446.22
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$85.86
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	01 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$263.94
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$54.87)
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$58.24
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$58.28)
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$66.77)



City of East Bethel

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Payment Summary

Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$3.11
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$0.00
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$41.22)
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$20.89)
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$68.18)
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	\$15.74
Street Maintenance	Electric Utilities	12 2024-2	Connexus Energy	101	43220	(\$97.33)
Street Maintenance	Equipment Parts	1-110114-01	Country Side Services	101	43220	\$85.26
Street Maintenance	Equipment Parts	8805	Hose Pros, Inc.	101	43220	\$395.18
Street Maintenance	Equipment Parts	02-1129262	Lano Equipment, Inc.	101	43220	\$590.99
Street Maintenance	Gas Utilities	911558266	Xcel Energy	101	43220	\$1,702.76
Street Maintenance	Lubricants and Additives	0259160-IN	Allied Oil & Tire Company	101	43220	\$384.12
Street Maintenance	Motor Vehicle Services (Lic d)	SWO041382	Nuss Truck & Equipment	101	43220	\$141.32
Street Maintenance	Motor Vehicle Services (Lic d)	474557	Towmaster	101	43220	\$5,000.00
Street Maintenance	Motor Vehicles Parts	093P275676	BOYER TRUCKS-ST MICHAEL	101	43220	\$274.99
Street Maintenance	Motor Vehicles Parts	112752541	Fleet Pride	101	43220	\$452.26
Street Maintenance	Motor Vehicles Parts	PSO067671-2	Nuss Truck & Equipment	101	43220	(\$51.62)
Street Maintenance	Personnel/Labor Relations	103145	Trust in Us, LLC	101	43220	\$105.00
Street Maintenance	Worker s Comp Insurance Prem	2025	League of MN Cities Ins Trust	101	43220	\$18,229.08
TIF 1-2	Professional Services Fees	1367	EHLERS	436	43600	\$77.50
TIF 1-3	Professional Services Fees	1370	EHLERS	437	43700	\$77.50
TIF 1-4	Professional Services Fees	1369	EHLERS	438	43800	\$77.50
TIF 1-5	Professional Services Fees	1368	EHLERS	439	43900	\$75.00
Water Utility Operations	Chemicals and Chem Products	6961143	Hawkins, Inc	601	49401	\$100.00
Water Utility Operations	Electric Utilities	01 2025	Connexus Energy	601	49401	\$351.45
Water Utility Operations	Electric Utilities	01 2025	Connexus Energy	601	49401	\$1,230.30
Water Utility Operations	Electric Utilities	01 2025	Connexus Energy	601	49401	\$101.88
Water Utility Operations	Electric Utilities	12 2024-2	Connexus Energy	601	49401	\$120.76
Water Utility Operations	Electric Utilities	12 2024-2	Connexus Energy	601	49401	(\$20.72)
Water Utility Operations	Electric Utilities	12 2024-2	Connexus Energy	601	49401	\$312.63
Water Utility Operations	Gas Utilities	01 2025-1	CenterPoint Energy	601	49401	\$340.89
Water Utility Operations	Gas Utilities	01 2025-2	CenterPoint Energy	601	49401	\$348.85
Water Utility Operations	Safety Supplies	9366410331	Grainger	601	49401	\$610.98
Water Utility Operations	Safety Supplies	9367723302	Grainger	601	49401	\$185.24
Water Utility Operations	Telephone	01 2025	CenturyLink	601	49401	\$154.15
Water Utility Operations	Telephone	01 2025	CenturyLink	601	49401	\$149.74
Water Utility Operations	Telephone	01 2025	CenturyLink	601	49401	\$129.87
						\$579,579.24



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Electronic Payroll Payments		
Payroll	PERA	\$10,298.09
Payroll	Federal Withholding	\$7,877.73
Payroll	Medicare Withholding	\$2,842.92
Payroll	FICA Tax Withholding	\$11,152.66
Payroll	State Withholding	\$3,914.03
Payroll	MSRS/H.S.A./HCSP	\$14,753.21
		\$50,838.64

1 **DRAFT MINUTES: NOT YET APPROVED**

2 **EAST BETHEL CITY COUNCIL MEETING**

3 January 13, 2025

4 The East Bethel City Council met on January 13, 2025, at 7:00 p.m. for the regular City Council meeting
5 at City Hall.

6 MEMBERS PRESENT: Arden Anderson Suzanne Erkel Brian Mundle
7 Tim Miller Jim Smith

8 ALSO PRESENT: Matt Look, City Administrator
9 Eric Larson, City Attorney
10 Rodney Sanow, Fire Chief
11 Nate Ayshford, Public Works Manager
12 Mike Jeziorski, Deputy City Administrator/Finance Director
13

14 **Oath of Office**

15 Oath of Office administered to Mayor-Elect Arden Anderson, and Councilmembers-Elect
16 Suzanne Erkel and Brian Mundle.

17 **1.0 Call to Order**

18 The January 13, 2025, City Council meeting was called to order by Mayor Anderson at 7:00 p.m.

19 **2.0 Pledge of Allegiance**

20 The Pledge of Allegiance was recited.

21 **3.0 Adopt Agenda**

22 **Mundle stated I'll make a motion to adopt tonight's agenda. Erkel stated I'll second.**

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

25 **4.0 Presentations and Public Hearings**

26 None.

27 **5.0 Public Forum**

28 Tammy Gimpl stated that she recommends leaving Jim Smith as the Liaison for the Fire
29 Department rather than Brian Mundle because Smith already has an idea of what is going
30 on/what work has happened at the Fire Department. Ms. Gimpl also discussed the job
31 description for the Fire Chief and the report done by Jerry Streich.

32 Dean Ehling discussed comments made at prior City Council meetings regarding the Tax
33 Increment Financing at the East Bethel Village Apartments and shared that according to the
34 developer's agreement at least 20% of the units must be occupied/available for occupancy by
35 people whose income does not exceed 50% of the County's median income which is not the

1 current case. Mr. Ehling also stated that two of the designated low-income units are occupied
2 by the management agent's employees and discussed their salaries. Mr. Ehling also asked
3 questions regarding the rent paid by these employees, whether the compliance report has been
4 reviewed by the IRS, and questions to the owner of the East Bethel Village Apartments
5 regarding excess rent received.

6 **6.0 Consent Agenda**

7 Item A: Approve Bill List

8 ~~Item B: Approve Meeting Minutes, December 23, 2024, City Council Meeting~~

9 ~~Item C: Resolution 2025-01, Designate Official Newspaper~~

10 Item D: Resolution 2025-02, Designate Official Depositories for City Funds

11 Item E: Resolution 2025-03, Designate Check Signatories

12 ~~Item F: Resolution 2025-04, Appreciation of Service – Mayor Kevin Lewis~~

13 ~~Item G: Resolution 2025-05, Appreciation of Service – Council Member Bob DeRoche~~

14 ~~Item H: Approve Contract with Landform for Planning and Zoning Services~~

15 ~~Item I: Approve Postponed Meeting Minutes, December 9, 2024, City Council Meeting~~

16 Item J: Resolution 2025-06, Setting LBAE Meeting Dates

17 Anderson requested to pull Item H. Erkel requested to pull Items F, G, and I. Smith requested
18 to pull Items C, F, and G. Larson requested to pull Item B.

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

22 **6.0 B Approve Meeting Minutes, December 23, 2024, City Council City Council Meeting**

23 Larson stated that on page 7, line 31 should be deleted.

24 **Mundle stated I'll make a motion to approve Item B of the Consent Agenda, as revised.**

25 **Miller stated I'll second.** Anderson asked any discussion? To the motion, all in favor say aye.

26 **Anderson, Mundle, Miller, Smith – Aye; Erkel – Abstain.** Anderson asked any opposed? That
27 motion passes. **Motion passes.**

28 **6.0 C Resolution 2025-01, Designate Official Newspaper**

29 Smith suggested that they choose the *Isanti-Chisago County Star* over the *Anoka County Union*
30 *Herald* due to the price per column inch of \$3.35 with the *Isanti-Chisago County Star* compared
31 to the \$11 per column inch with the *Anoka County Herald*.

32 Mundle asked how many East Bethel residents receive the *Isanti-Chisago County Star*. Look
33 stated that they do not have a number for that. Look stated that the *Anoka County Union*
34 *Herald* is not free, but the *Isanti-Chisago County Star* is free. Look also stated that there is a
35 minimum threshold that they must meet, and they both meet that requirement.

36 Mundle asked where the papers were distributed. Anderson stated that they are not available
37 at local gas stations, and the closest place to find the *Anoka Union Herald* is at Kings County
38 Market. Erkel stated that they can both be found online.

39 **Smith stated I'll make a motion to approve Item C of the Consent Agenda. Erkel stated I'll**
40 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **Anderson, Erkel,**

1 **Miller, Smith – Aye.** Anderson asked any opposed? **Mundle – Nay.** That motion passes.
2 **Motion passes.**

3 **6.0 F,G Resolution 2025-04, Appreciation of Service – Mayor Kevin Lewis, and Resolution 2025-05,**
4 **Appreciation of Service – Council Member Bob DeRoche**

5
6 Erkel thanked Mayor Kevin Lewis and Council Member Bob DeRoche for all their hard work and
7 how they looked out for the residents over the past 4 years.

8 Smith expressed his appreciation for them both and all their knowledge and care for the City
9 and its residents.

10 **Erkel stated I'll make a motion to approve Item F and G of the Consent Agenda. Smith stated**
11 **I'll second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.**
12 Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

13 **6.0 H Approve Contract with Landform for Planning and Zoning Services**

14 Anderson asked if this should be brought forward as a proposal before a contract is voted upon.
15 Look stated that they were surprised by Mr. Berg's departure from the City and there is some
16 unsettled business that is time sensitive.

17 Look stated that this is a contract service based on what comes up, paid on an hourly basis,
18 similar to the contracts for legal services in the City. Look noted that they have been looking for
19 a City Planner since August and they have not received any applications that have met the
20 qualifications needed for the role.

21 Look stated this will buy them some time and allow them to catch up on some back log. Look
22 noted that they would also be able to review City Code to ensure it is meeting their needs, and
23 the pay is similar to Mr. Berg's pay and what a City Planner would be hired for.

24 Anderson asked if they will be advertising for a new Community Development Director. Look
25 stated that the City Council can make that decision, and it can be brought up at a Work Session
26 to gain some consensus for that. Look stated that they have advertised in many locations and
27 approached colleges and they have not found any interest yet.

28 Anderson asked if the contract was for 20 hours/week. Look stated that the initial thought was
29 20 hours/week based on reviewing prior Planning Commissions and zoning requests, but it will
30 depend on what they find.

31 Look stated that they would be in the office one day a week to meet with people who need it
32 and would work remotely the rest of the week. Look added that they would handle all zoning
33 questions, prepare packets for the Planning Commission, present to the Planning Commission,
34 and present to the City Council.

35 Anderson asked how Code enforcement would be handled. Look stated they do not provide
36 Code enforcement, but there are two individuals in the office who are somewhat handling Code
37 enforcement now. Look stated that right now is not a busy time for Code enforcement, but as
38 they get to springtime, they generally see an uptake for those calls, so they can discuss if that is
39 something they will contract out as well.

1 Erkel asked why a request for proposal (RFP) was not put out right when Mr. Berg resigned for
2 this type of contract. Look stated that if they put out an RFP they still would not have any
3 information back. Look noted that he contacted 3 individuals, 1 did not have the capacity in
4 their schedule to take on 20 hours/week, 1 never returned the phone call, and the 3rd was
5 Landform.

6 Look stated that as of this evening, they have until Wednesday to meet the current 60 days on
7 a project, which makes this time-sensitive. Erkel asked if the 60 days could be extended to
8 another 60 days. Look stated that it is a voluntary extension, so it is not an extension if they do
9 not grant it. Look noted that this particular individual is moving animals for grazing purposes,
10 which need to be separated before spring time.

11 Erkel asked if there is anyone currently on staff that can handle this issue, or if Look can handle
12 it. Look stated that he is not a planner and does not have the qualifications to do the planning
13 work with everything that is involved.

14 Erkel stated that for 20 hours/week, it comes out to be about \$200,000/year, which was more
15 than what Mr. Berg was making. Erkel stated that she does not see it as a savings if they are
16 paying more for less time.

17 Kendra Lindahl, Landform Professional Services, stated that they are working for a number of
18 cities that are in the same situation as East Bethel. Ms. Lindahl noted that they are efficient
19 with their time; she would be the person in City Hall, and her other colleagues would be used
20 for day-to-day planning issues at a lower rate. Ms. Lindahl stated that, on average, it would be
21 \$12,000-14,000/month, depending on who is working on the projects.

22 Anderson asked what the intent for length of time is. Look stated that will depend on when
23 they are able to hire someone full-time.

24 Look stated that it is an hourly-based contract and there is a cancellation notice of 7 days
25 whenever they are able to hire somebody.

26 Erkel asked that if they do not have a full 20 hours of work per week, would they still be paying
27 them for a full 20 hours of work. Look stated that it is not a fixed hourly amount, but they are
28 estimating 20 hours per week. 8 hours of that in the office and the other 12 hours for all the
29 emails they receive, packets they need to make, etc.

30 Erkel asked where they post the Community Director jobs to advertise the positions and if they
31 use sites like Indeed and LinkedIn. Look stated that they use the City website, League of
32 Minnesota Cities website, East Bethel Chamber job website, social media, and they have
33 contacted colleges that produce students with interest in this field.

34 Erkel stated that she thinks they could expand their advertising for these positions on LinkedIn
35 and Indeed.

36 Miller asked the City Attorney about the language regarding hiring for the position and if that
37 would mean they would have to pay double for the position and if a termination of contract
38 would need to be written.

39 Larson stated that there are 2 aspects to this contract that need to have an attorney review, so
40 if this contract is approved, it would be subject to the City Attorney's approval as to form.

1 Larson stated that regardless of failure or non-failure to perform, either party has the right to
2 terminate for any cause within 30 days at minimum. Larson also stated that if there is any
3 dispute, the venue would be Ramsey County while you are contracting with a city located in
4 Anoka County.

5 Larson stated that under Minnesota State Statute 15.99, any particular land use application has
6 to be denied within 10 days if it is incomplete. Larson stated that he sees this for the City's
7 needs, as a placeholder until they hire for the position.

8 Erkel asked if they must give 7 days or 30 days of termination notice. Larson stated that he will
9 make sure the City has protection and that it can be terminated in the best interest of the City.

10 Miller asked if there has to be 3 bids. Larson stated that it is not required.

11 Miller asked Ms. Lindahl if Landform would be okay with a 30-day termination. Ms. Lindahl
12 stated that she has used this contract with dozens of cities, and she is comfortable with it. Ms.
13 Lindahl stated that she has no problem working with the City Attorney to make adjustments as
14 needed.

15 Look stated that if the approval of the contract was contingent on the City Attorney's review
16 and agreement, that would be sufficient.

17 ((This item will be brought back to the consent agenda to get a motion and second.)) Anderson
18 asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any
19 opposed? That motion passes. **Motion passes unanimously.**

20 **6.0 I Approve Postponed Meeting Minutes, December 9, 2024, City Council Meeting**

21 Erkel stated that she pulled the minutes because she was not present at the meeting, so she
22 will be abstaining.

23 **Mundle stated I'll make a motion to approve Item I of the Consent Agenda. Smith stated I'll**
24 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **Mundle, Miller,**
25 **Smith – Aye; Erkel and Anderson – Abstain.** Anderson asked any opposed? That motion
26 passes. **Motion passes unanimously.**

27 **6.0 A,J** Larson stated that there may have been some confusion on whether Items A and J were pulled
28 off the Consent Agenda. Larson recommended that they make a motion to approve those items
29 just to be clear that they have been approved.

30 **Erkel stated I'll make a motion to approve Items A and J of the Consent Agenda. Mundle**
31 **stated I'll second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in**
32 **favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

33 **7.0 New Business. Commission, Association, and Task Force Reports**

34 **7.0 A Planning Commission**

35 None.

36 **7.0 B Economic Development Authority**

37 None.

38 **7.0 C Park Commission**

39 None.

1 **8.0 Department Reports**

2 **8.0 A Community Development**

3 None.

4 **8.0 B Engineer Report**

5 None.

6 **8.0 C City Attorney**

7 None.

8 **8.0 D Finance**

9 None.

10 **8.0 E Public Works**

11 None.

12 **8.0 F Fire Department**

13 None.

14 **8.0 G City Administrator Report**

15 **8.0 G.1 Commission Liaison and Committee Appointments**

16 Look stated there are assignments of City Councilpersons to Commissions, Committees,
17 Authorities, WMO’s and other public advisory boards as liaisons or members are recommended
18 by the mayor and confirmed by the City Council.

19 Erkel stated that she thinks they need consistency for these positions. Erkel asked that it be
20 considered to add a commission with the senior's group and put her as the liaison since she
21 goes to every meeting.

22 Anderson stated that he put his recommendations out there, and that is what he was hoping to
23 get. Anderson stated that typically, they have rotated all the Council members through the
24 commissions so that through their 4-year period, they get a look at all the different
25 commissions.

26 Anderson stated that it is sort of toxic at the Fire Station with Smith there and it was noted in
27 the Jerry Streich report that Smith had not been showing up and supporting them, so he does
28 not believe it is a good fit for the Fire Station.

29 **Erkel stated I’ll make a motion to approve the alternate Commissions Report and add the**
30 **Senior’s Group. Miller stated I’ll second.** Anderson asked any discussion? To the motion, all in
31 favor say aye. **Erkel, Mundle, Miller, Smith.** Anderson asked any opposed? **Anderson – Nay.**
32 That motion passes. **Motion passes.**

33 **9.0 – Other Items**

34 **9.0 A Staff Report**

35 Look stated that at least 1 member gets the Board of Appeals training, but it is open to anyone
36 and is free of charge. Look stated that once the training is completed, you go on a roster, and it
37 meets the qualifications.

38 Look stated that the prior Council decided that they wanted to conduct the Board of Appeals in
39 East Bethel rather than the County conducting it which triggers the need to have at least 1
40 individual take the training.

1 Anderson and Smith stated that they will take the training. Mundle stated that it is an online
2 training, so the link can be emailed out and the training can be completed.

3 **9.0 B Council Reports**

4 Mundle gave an update on the Sunrise River WMO that the ACD secured a grant for \$221,375,
5 which will be used to restore wetlands along ditch 20 and will benefit Typo Lake and Martin
6 Lake water qualities.

7 Mundle stated that they discussed the 2026 budget, and they will be presented with the final
8 version at their next meeting and should come in at or below this year's budget. Mundle stated
9 that the budgets for 2027-2029 may increase to \$60,000 due to the 10-year plan.

10 Erkel asked if the Council could be sent a copy of what they are going to be doing with the grant
11 money.

12 **9.0 C Other**

13 None.

14 **10.0 Adjourn**

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

18 Meeting adjourned at 7:58 p.m.

19 Submitted by:

20 Lilian Rokosz

21 *TimeSaver Off Site Secretarial, Inc.*

22

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

RESOLUTION NO. 2025-07

RESOLUTION DESIGNATING APRIL 25, 2025 ARBOR DAY

WHEREAS, Arbor Day has been an occasion for recognizing the value of trees and woodlands to human welfare since 1872; and

WHEREAS, trees in our city increase property values, provide shade and wind barriers that conserve energy, provide habitat for wildlife, enhance the economic vitality of our business areas and create beautiful landscapes in our parks to make our community even more livable; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, we gratefully acknowledge the vision of leaders past who gave us the gift of the trees we enjoy today; and

WHEREAS, Arbor Day is an opportunity for us to plant and maintain trees for the future, and we urge all of our citizens to plant trees, celebrate Arbor Day and support efforts to protect our trees and urban forest.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: April 25, 2025 be recognized as Arbor Day in the City of East Bethel.

Adopted this 27th day of January, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Arden Anderson, Mayor

ATTEST:

Matt Look, City Administrator

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

RESOLUTION NO. 2025-08

RESOLUTION DESIGNATING SURPLUS PROPERTY

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

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

WHEREAS, the 2014 John Deere 1600 Wide Area Mower has come to the end of its useful service life as a reliable and dependable piece of equipment; and

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

WHEREAS, the City of East Bethel will offer the 2014 John Deere 1600 mower up for public auction.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the 2014 John Deere 1600 mower is hereby declared as surplus property and direction to dispose of the property is hereby authorized.

Adopted this 27th day of January, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Arden Anderson, Mayor

ATTEST:

Matt Look, City Administrator



3021 W 133rd St • Shakopee, MN 55379 • 952-445-6310
 6140 Hwy 10 NW • Anoka, MN 55303 • 763-323-1720
 23580 Hwy 55 • Loretto, MN 55357 • 763-479-8200
 www.lanoequip.com • www.lanoeq.com • www.lanogardengear.com

QUOTE - DO NOT PAY

Quote: 02-178718
 Date: 8/14/2024

PO:
 CustId: CITYEASTBE

Cust Email: desiree.stanford@ci.east-bethel.mn.us
 Phone: (612) 328-3928
 Salesperson: JohnM
 User: JohnM

Bill To:

CITY OF EAST BETHEL
 2241-221ST AVENUE NE
 EAST BETHEL, MN 55011

Ship To:

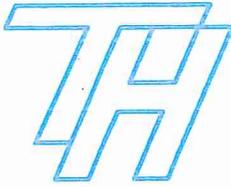
CITY OF EAST BETHEL

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
231095 / NEW	UN	Toro 72144 Yr: 2024 S/N: 415233998 TOR - TORO Z MASTER 7500 SER,44HP YANMAR,144" DECK Meter: 1.00 Hours Line Discount:	1.0000		\$92,221.00	\$24,900.00	\$67,321.00
Remark	RE	MN STATE CONTRACT RELEASE T775(5)				(\$24,900.00)	
						Total:	\$67,321.00

Totals		Sub Total:	\$67,321.00
		Total Tax:	\$0.00
		Invoice Total:	\$67,321.00

Signature: _____

Quote is Valid for 30 days, programs and discounts subject to change without notice



CONSTRUCTION OF ANOKA, INC

January 17, 2025

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

Attn: Kendra Lindahl:

I, Anthony L. Hennen, of T.H. Construction of Anoka, Inc. would like to request a one year extension for plat approval of "Hidden Prairie". We are still in conversations with neighboring property for access but hope to have everything completed by this spring.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Anthony L. Hennen', is written over a faint blue line.

Anthony L. Hennen
President
T.H. Construction of Anoka, Inc.

kks



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



Date: January 27, 2025

Agenda Item Number: Item 8.0 E.1

Agenda Item: 2025 Joint Powers Agreement (JPA) Street Maintenance Projects

Requested Action: Consider approving the listed projects to be bid as part of the 2025 North Metro Street Maintenance Program JPA Street Maintenance Projects

Background Information:

The Cities of Coon Rapids, Andover, Anoka, Brooklyn Center, Columbia Heights, Ham Lake, Mahtomedi, and Fridley entered into a Joint Powers Agreement (JPA) on February 1, 2005 for the purpose of collectively bidding certain street maintenance services. The North Metro Street Maintenance Program JPA allows smaller cities to achieve more economies of scale in the bidding process and potentially achieve lower bids from contractors for crack sealing, seal coating, striping and other street maintenance services. The City East Bethel joined the group in February 2008.

The City of Coon Rapids is the lead agency for this group. As the lead agency, they draft the specifications, solicit bids and provide the necessary documents for member cities to sign to participate in the program. The agreement is structured such that it permits each member city to accept or reject the bids for their portion of the proposed contract. Each city will pay the contractor directly for their share of the work and contracts will be awarded separately for the various items.

The process is as follows:

- 1.) The City of East Bethel submits the quantities for crack sealing, seal coating and striping to the City of Coon Rapids for inclusion in the collective bid.
- 2.) The City of Coon Rapids develops all bid specifications and solicits bids for all quantities submitted by member cities. Bid specifications follow MnDOT guideline requirements.
- 3.) Each City may modify the quantities they have submitted to maintain budgets for these projects after the low bid has been identified.
- 4.) Bids for these projects will be opened on March 21, 2025. The City of East Bethel is required to submit a letter of concurrence to the City of Coon Rapids by April 21, 2025 authorizing the City's level of participation in the program for 2025. The bid award date will be May 6, 2025.

The City of East Bethel has realized savings of up to 20% over previous costs for these services through participation in the JPA Street Maintenance Program.

The following projects are recommended to be bid as part of the 2025 JPA Street Maintenance program. These projects have been identified in the 2025-2029 Street Capital Improvement Plan (CIP).

1. 260,000 LF of pavement markings

The estimated cost for striping the above listed quantities is \$30,000-\$35,000. \$105,000 has been budgeted in the 2025 Roads Capital Improvement Fund to cover these projects with the remaining funds to be used towards 2025 asphalt overlay projects.

Attachment(s):

Attachment 1 - Location map for striping

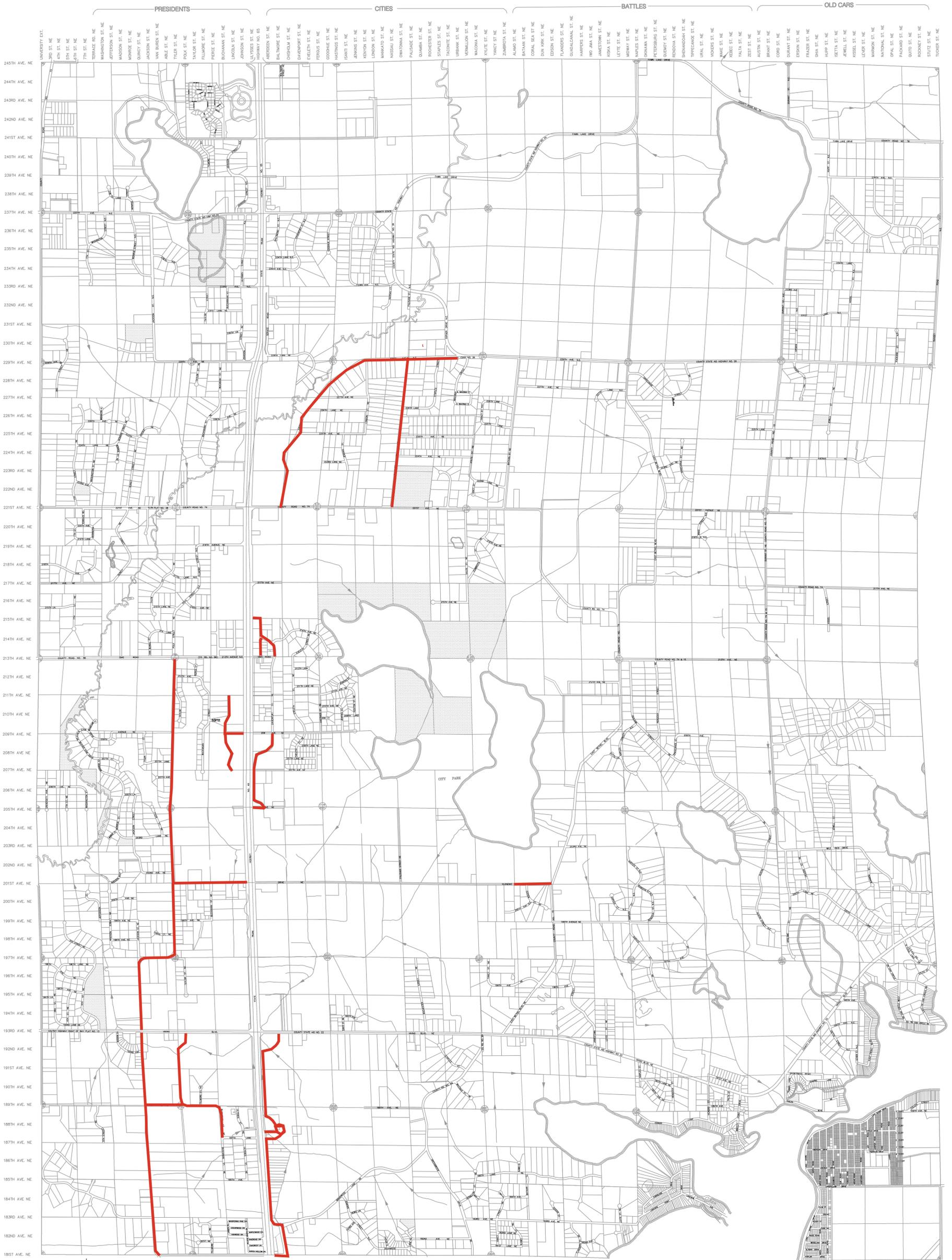
Fiscal Impact:

Bids for the work will be received in early March and presented to City Council for final consideration at the April 7, 2025 meeting.

Recommendation(s):

City staff recommend City Council approve the proposed City projects for bidding as part of 2025 North Metro Street Maintenance Program JPA.

2025 North Metro JPA Street Maintenance Project Locations



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



Date: January 27, 2025

Agenda Item Number: 8.0 E.2

Agenda Item: 2025 Class 5 Gravel Road Resurfacing Projects

Background Information:

In 2006 the City began a six-year cycle of gravel road resurfacing for the 14.5 miles of unpaved roads within our system. This cycle allows up to 5 of our 30 gravel roads to be overlaid with new material each year of the rotation sequence.

\$40,000 was budgeted for gravel road resurfacing for 2025. The costs for these projects are for material and delivery. The Public Works Department conducts the grading, compaction, and finishing of this material. Prior to the placement of any new Class 5 material, public works staff will reclaim the shoulders and reshape the existing road surface.

In 2024 the City of East Bethel resurfaced the following gravel roads with Class 5:

- 1. Xylite St & 216th Ave 4,500'
- 2. Zumbrota St & 219th Ave 3,750'
- 3. Kissel St 1,250'

The recommended roads for 2025 Class 5 resurfacing include:

- 4. Skylark Dr 2,300'
- 5. Allen Dr 1,150'
- 6. Monroe St 2,500'
- 7. Van Buren St 900'
- 8. Palisade St 500'

Staff is also recommending an application of chloride to Klondike Dr. Based on previous years bid pricing, the estimated project costs of the chloride and Class 5 will be covered in the \$40,000 budget.

Attachment(s):

Attachment 1 – Location of gravel roads recommended for resurfacing in 2025

Fiscal Impact: As noted above.

Recommendation(s):

City staff recommend City Council approve the proposed gravel roads for Class 5 resurfacing in 2025.

City Council Action:

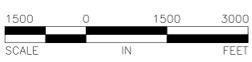
Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

2025 Class 5 Project Locations



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



Date: January 27, 2025

Agenda Item Number: 8.0 G.1

Agenda Item: Union Negotiation Process and Timeline Discussion

Background Information:

The City of East Bethel's eight full-time Public Works Maintenance Technicians and Building Inspector are represented by the Minnesota Public Employees Association. The labor agreement between the City of East Bethel and the employees represented by MN Public Employees Association is set to expire on 12/31/25.

Historically, City staff including the City Administrator, Finance Director and Public Works Manager have met with the Union Steward and Union Agent to facilitate the negotiation process, which is ultimately ratified by both the Union and City Council.

Staff is seeking direction on how the City Council would like to proceed with the 2026-2028 Union negotiation process.

Attachment: 2023-2025 Union Contract

Fiscal Impact: To be determined

Recommendation(s): Staff recommends Council consider the following options for the 2026-2028 union negotiation process and determine their preference for moving forward.

1. Continue with past practice and have the City Administrator along with the Finance Director and Public Works Manager initiate / facilitate negotiations between the City and Union. After meeting with the Union, the City Administrator would provide the City Council a summary of the Union proposal—continuing this process until an agreement is reached.
2. Have the City Administrator along with the City's Personnel Committee initiate and facilitate negotiation between the City and Union. After meeting with the Union, the City Administrator would provide the City Council a summary of the Union proposal—continuing this process until an agreement is reached.
3. Outsource the entire negotiation to a third party or the City Attorney.

Potential Timeline:

- **February 2025** City Representatives meet with Union Representatives.
- **March 10, 2025** In closed session, a summary of the February 2025 meeting between City representatives and Union representatives is provided to City Council. City Council then provides Staff further direction on how to proceed.
- **March/April 2025** City Representatives meet with Union Representatives as needed.
- **April 14, 2025** City Council approves the 2026-2028 Union Contract and directs its inclusion into the 2026 budget.

Memorandum of Agreement (MOA)

Between City of East Bethel

and

Minnesota Public Employees Association

The City of East Bethel and the Minnesota Public Employees Association agree on the following amendment to the to the 2023-2025 Labor Agreement that is the currently existing contract for all City union employees or any subsequent contract extensions, renewals or new agreements:

Specialty Pay

The City of East Bethel, upon recommendation of the City Administrator and Public Works Director, have determined that Tim Meyenberg, an employee in the City Public Works Department, currently receives \$1.00 specialty pay in addition to his base wage for performing additional equipment maintenance duties and has assumed further responsibilities as a light duty mechanic with record keeping tasks for the Public Works Department. To compensate for these additional duties, it is recommended that Mr. Meyenberg receive \$2.00 per hour specialty pay beginning on January 1, 2024. Furthermore, Mr. Meyenberg, would be eligible for a \$1.00 per hour specialty pay increase upon completion of an ASE certification beginning January 1, 2025

The following amendment shall be added to 2023-2025 Labor Agreement, Article IX, Section 9.8

9. 8, New employees that possess or existing employees who demonstrate the aptitude and ability in maintaining the City's fleets vehicles, including but not limited to all regular maintenance, repairs that can be handled in-house, maintaining records of all work and other duties as assigned, shall receive an additional \$1.00 \$2.00 per hour to their base hourly wage, commencing on January 1, 2024. The City reserves the right to limit the number of employees who qualify for the designation. Employee(s) designated for this position could also qualify for an additional \$2.00 per hour specialty pay with the completion of an ASE certificate approved by the City commencing January 1, 2025. This amount is not adjusted on an annual basis.

This MOA shall be effective through December 31, 2025, or until a successor agreement is approved.

City of East Bethel

Minnesota Public Employees Association



Mayor



Business Agent



City Administrator



Union Steward



Union Steward

Date: 7-24-2023

Date: 7/24/23

Labor Agreement between
City of East Bethel
and
Minnesota Public Employees Association

Representing General Employees
January 1, 2023 - December 31, 2025

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ARTICLE I. PURPOSE OF AGREEMENT

This AGREEMENT is entered into between the City of East Bethel, hereinafter the "EMPLOYER," and Minnesota Public Employees Association, hereinafter the "UNION." The intent and purpose of this Agreement is to:

- 1.1 Establish certain hours, wages and other conditions of employment:
- 1.2 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application:
- 1.3 Specify the full and complete understanding of the parties; and
- 1.4 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.
- 1.5 The Employer and the Union through this Agreement, continue their dedication to the highest quality of public service. Both parties recognize this Agreement as a pledge of this dedication.

ARTICLE II. RECOGNITION

The Employer recognizes the Union as the exclusive representative for:

"All general employees employed by the City of East Bethel, Minnesota, who are public employees within the meaning of Minn. Stat. §1 79A.03, Subd.14, excluding seasonal, supervisory, confidential and all other employees."

ARTICLE III. UNION SECURITY

In recognition of the Union as the exclusive representative the Employer shall:

- 3.1 Deduct each payroll period an amount sufficient to provide the payment of dues established by the Union from the wages of all employees authorizing in writing such deduction, and
- 3.2 Remit such deduction to the appropriate designated officer of the Union.
- 3.3 The Union may designate two (2) employees from the bargaining unit to act as steward and shall inform the Employer in writing of such choice.
- 3.4 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the City as a result of any action taken or not taken by the City under the provisions of this Article.

ARTICLE IV. EMPLOYER AUTHORITY

- 4.1 The Employer retains the full and unrestricted right to operate and manage all manpower, facilities and equipment: to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel to establish work schedules, and to perform any inherent managerial function not specifically limited by this Agreement.

- 4.2 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

ARTICLE V. EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

5.1 DEFINITION OF A GRIEVANCE

A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.

5.2 UNION REPRESENTATIVES

The Employer will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union shall notify the Employer in writing of the names of such Union representatives and of their successors when so designated.

5.3 PROCESSING OF A GRIEVANCE

It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and the Union representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours provided the employee and the Union representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.

5.4 PROCEDURE

Grievances, as defined by Section 5.1, shall be resolved in conformance with the following procedure:

STEP 1. An employee claiming a violation concerning the interpretation or application of this Agreement, shall within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the employee's supervisor as designated by the Employer. The Employer-designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested and shall be appealed to Step 2 within ten (10) calendar days after the Employer-designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten (10) calendar days shall be considered waived.

STEP 2. If appealed, the written grievance shall be presented by the Union and discussed with the Employer-designated Step 2 representative. The Employer-

designated representative shall give the Union the Employer's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Employer-designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the Union within ten (10) calendar days shall be considered waived.

STEP 3. A grievance unresolved in Step 2 and appealed in Step 3 shall be submitted to arbitration. The Employer and the Union representative shall endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If the parties cannot agree on an arbitrator, the selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances" established by the Bureau of Mediation Services.

5.5 **ARBITRATOR'S AUTHORITY**

A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted.

B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

5.6 **WAIVER**

If a grievance is not presented with the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the Employer and the Union.

ARTICLE VI. DEFINITIONS

- 6.1 **UNION:** Minnesota Public Employees Association.
- 6.2 **EMPLOYER:** The City of East Bethel.
- 6.3 **UNION MEMBER:** A member of the Minnesota Public Employees Association.
- 6.4 **EMPLOYEE:** A member of the exclusively recognized bargaining unit
- 6.5 **BASE PAY RATE:** The employee's hourly pay rate exclusive of longevity or any other special allowance.
- 6.6 **SENIORITY:** Length of service with the Employer
- 6.7 **OVERTIME:** Work performed at the express authorization of the Employer in excess of forty (40) hours within a seven (7) day period.
- 6.8 **CALL BACK:** Return of an employee to a specified work site to perform assigned duties at the express authorization of the Employer at a time other than an assigned shift. An extension of or early report to an assigned shift is not a call back.
- 6.9 **ON-CALL:** An employee on-call shall receive one (1) hour at their regular rate for being on-call per day for each day of the regular work week. An employee will receive (2) two hours of time at one and one-half (1.5) their regular rate for any time worked while on-call for each day of the weekend and holidays, as defined in 19.1 & 19.2. Any hours worked on weekends or holidays shall also be one and one-half (1.5) their regular rate over the two (2) hour call out rate described above. An employee on-call must respond to a call-out either by phone or personal appearance within 10 (ten) minutes of receipt of the call. A week of on-call shall begin on each Tuesday at the normally scheduled work time. Employees that are on call may request mileage reimbursement for travel to and from work during that time frame.
- 6.10 **ADJUSTED HIRE DATE:** Original hire date in current position will be adjusted by any unpaid leave other than absence from a Workman's Compensation Claim. Step increases and vacation accrual will be based upon adjusted hire date. Any time missed as a result of an approved Workman's Compensation Claim will not be used to adjust or alter the original hire date of an employee.
- 6.11 **JUST CAUSE:** Legal cause for discipline, suspension or discharge that reasonably relates to the manner in which the employee performs his or her work duties and is demonstrated by the Employer with substantial evidence showing the existence and reasons for discipline, suspension, or dismissal.

ARTICLE VII. SAVINGS CLAUSE

In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of the Agreement shall continue in full force and effect the voided provision maybe renegotiated at the request of either party.

ARTICLE VIII. WORK SCHEDULES

- 8.1 The sole authority for work schedules is the Employer.
- 8.2 The Employer will give fourteen (14) days advance notice to the employees affected by the establishment of scheduled shifts different from the employees' normal scheduled shift.
- 8.3 In the event that work is required because of unusual circumstances such as (but not limited to) fire, flood, snow, sleet, or breakdown of municipal equipment or facilities, no advance notice need be given.
- 8.4 The normal work week shall be forty (40) hours Monday through Friday.
- 8.5 Employees will be allowed to accumulate compensatory time until the compensatory time leave bank reaches 50 hours for the duration of this contract.

When the maximum number of hours are accumulated, no additional compensatory shall be accrued during the twelve (12) month period. Any overtime hours worked beyond the compensatory bank limits noted above will be paid in accordance with ARTICLE IX. Use of compensatory time off shall be subject to the written prior approval of the EMPLOYER.

Any compensatory time earned but not used by November 30th of each year will be paid as overtime to the employee on the second pay period in December.

- 8.6 Regular and part-time employees who work a minimum of 1,040 hours per year on an ongoing basis will be entitled to pro-rated benefits as a percentage of time worked of the full-time employee level.
- 8.7 Seasonal employees can work a maximum of 1,039 hours during a calendar year

ARTICLE IX. OVERTIME PAY / SPECIALITY PAY

- 9.1 Hours worked in excess of forty (40) hours within a seven (7) day period will be compensated for at one and one-half (1.5) times the employee's regular base pay. Pre-approved vacation and sick leave will count as worked hours for overtime purposes. Pre-approved vacation and sick leave must be authorized by the employees supervisor the week prior to the leave being taken to be included in computation of hours worked.
- 9.2 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.
- 9.3 Hours worked taking minutes or attending meetings when required in the evening will be compensated for a minimum of two (2) hours' pay at one and one-half (1.5) times the employee's base rate of pay.
- 9.4 New employees that possess or existing employees who obtain their Waste Water Operator

Class B Certificate and their Water Supply System Operator Class C Certification shall receive an additional \$3.00 per hour to their base hourly wage. This amount is not adjusted on an annual basis.

- 9.5 New employees that possess or existing employees who obtain their Water Supply System Operator Class D Certificate shall receive an additional \$.50 per hour to their base hourly wage. This amount is not adjusted on an annual basis.
- 9.6 New employees that possess or existing employees who obtain their Water Supply System Operator Class C Certification shall receive an additional \$1.00 per hour to their base hourly wage. This amount is not adjusted on an annual basis.
- 9.7 The City reserves the right to limit the number of employees who are permitted to obtain a Water Supply System Operator's or Sewer Collection System Certificates of any class. Upon approval by the City, an employee may take the required courses and examinations.
- 9.8 New employees that possess or existing employees who demonstrate the ability to maintain the City's equipment and vehicles shall be eligible to receive an additional \$1.00 per hour to their base hourly wage upon selection by the City. The City reserves the right to designate this employee and limit the number of employees to one (1) for this assignment. The individual that is assigned this duty shall have the abilities to perform all requirements of this position as defined in the Maintenance Technician job description and include but not be limited to all regular maintenance, repairs that can be handled in-house, maintaining records of all work, and other duties as assigned This additional pay is not adjusted on an annual basis.

ARTICLE X. CALL BACK

An employee called in for work at a time other than the employee's normal scheduled shift will be compensated for a minimum of two (2) hours' pay at one and one-half (1.5) times the employee's base rate of pay.

ARTICLE XI. RIGHT OF SUBCONTRACT

Nothing in this Agreement shall prohibit or restrict the right of the Employer from subcontracting work performed by employees covered by this Agreement.

ARTICLE XII. DISCIPLINE

- 12.1 The Employer will discipline, suspend or dismiss employees for just cause only. Discipline will be in one (1) or more of the following forms, without regard to any specific order:
 - A. Oral reprimand and warning;
 - B. Written reprimand;
 - C. Suspension;
 - D. Demotion; or
 - E. Discharge.

12.2 Suspension, demotions and discharges will be in written form.

- 12.3 Written reprimands, notices of suspension, and notices of discharge which are to become part of an employee's personnel file shall be read and acknowledged by signature of the employee. Employees and the Union will receive a copy of such reprimands and/or notices.
- 12.4 Employees may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.
- 12.5 Grievances relating to this Article shall be initiated by the Union in Step 3 of the Grievance Procedure under Article 6.

ARTICLE XIII. WAGES and INSURANCE

- 13.1 All Public Works Maintenance Technician Positions are classified as Grade 5 in the City's compensation plan matrix. All Public Works Maintenance Technician Lead Positions are classified as Grade 6 in the City's compensation plan matrix. Base wage increases shall be as follows:

1/1/2023	3.00%
1/1/2024	3.50%
1/1/2025.....	3.50%
- 13.2 The cafeteria contribution amount includes the City's contribution for health, dental, short and long term disability, and life insurance. The City projects to pay Disability insurances in full.
 Cafeteria Contribution amounts shall be as follows:

1/1/2023.....	\$1,425.00 per month per employee
1/1/2024.....	\$1,450.00 per month per employee
1/1/2025	\$1,475.00 per month per employee

ARTICLE XIV. PROBATIONARY PERIODS

- 14.1 All newly hired or rehired employees will serve a six (6) months probationary period.
- 14.2 All employees will serve a six (6) months' probationary period in any job classification in which the employee has not served a probationary period.
- 14.3 At any time during the probationary period a newly hired or rehired employee may be terminated at the sole discretion of the Employer.
- 14.4 At any time during the probationary period a promoted or reassigned employee may be demoted or reassigned to the employee's previous position at the sole discretion of the Employer.

ARTICLE XV. SAFETY and EQUIPMENT

- 15.1 The Employer and the Union agree to jointly promote safe and healthful working conditions, to cooperate in safety matters and to encourage employees to work in a safe manner.
- 15.2 The Employer will provide employees standard personal protective equipment, uniforms, gear and required OSHA safety items at no cost to the employee. Issuance

of and requirements for usage of these items shall be at the discretion of the Employer as per written policy on file. Safety shoe allowance shall be up to \$275.00 per calendar year.

- 15.3 The Employer will provide employees with a \$40.00 per month allowance for use of their personal cell phone in lieu of a City issued phone. The monthly allotment and requirements for usage of these items shall be at the discretion of the Employer as per written policy on file.

ARTICLE XVI. JOB POSTING

- 16.1 The Employer and the Union agree that permanent job vacancies within the designated bargaining unit shall be filled based on the concept of promotion from within provided that internal applicants:
 - A. Have the necessary qualifications to meet the standards of the job vacancy; and, have the ability to perform the duties and responsibilities of the job vacancy.
- 16.2 Employees filling a higher job class based on the provisions of this Article shall be subject to the conditions of Article XIV. PROBATIONARY PERIOD.
- 16.3 The Employer has the right of final decision in the selection from all applicants (internal and external) to fill jobs based on qualifications, abilities and experience.
- 16.4 Job vacancies within the designated bargaining unit will be posted for five (5) working days so that members of the bargaining unit can be considered for such vacancies.

ARTICLE XVII. SENIORITY

- 17.1 Seniority will be a determining criterion for layoffs only when all job-relevant qualification factors are equal.
- 17.2 Seniority will be the determining criterion for recall when the job-relevant qualification factors are equal. Recall rights under this provision will continue for twelve (12) months after layoff. Recalled employees shall have ten (10) working days after notification or recall by registered mail at the employee's last known address to report to work or forfeit all recall rights.
- 17.3 The Employer shall prepare and post a seniority list each year by January 20th. The Union shall receive a copy of this list.

ARTICLE XVIII. DEFERRED COMPENSATION PROGRAM

- 18.1 The Employer will match up to \$2,000 per calendar year to the Minnesota Deferred Compensation Program, on behalf of the employee(s).
- 18.2 Employee(s) contributions shall be in accordance with the rules stipulated in the plan as governed by the State of Minnesota and statutory limitations on the Employer's maximum contribution per year.

ARTICLE XIX. HOLIDAYS

19.1 Full-time employees shall be entitled to the following holidays with pay: employees or those working twenty (20) hours or more per week shall be entitled to the following holidays with pay pro-rated on the basis of hours worked:

New Year's Day	January 1
Martin Luther King's Birthday	3rd Monday in January
President's Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	November 11th
Thanksgiving Day	4th Thursday in November
Friday after Thanksgiving	4th Friday in November
Christmas Eve Day	December 24th
Christmas Day	December 25th
1 Floating Holiday	Employee Discretion

19.2 If any of the above dates fall on a Sunday the following day shall be the holiday, if the holiday date falls on a Saturday, the preceding day shall be the holiday.

19.3 Temporary and seasonal employees shall not be entitled to holiday pay.

19.4 Employees required to work on holidays shall be paid one and one-half (1.5) times the employee's base pay rate for hours worked in addition to the employee's base pay.

19.5 Employees shall be required to work their last regularly scheduled work day prior to the holiday and their next regularly scheduled work day after the holiday to qualify for holiday pay, unless the employee is absent due to illness, accident, on vacation or approved compensatory time.

ARTICLE XX. VACATIONS

20.1 Full-time employees shall be entitled to receive vacations in accordance with the following provisions. Vacations may be taken in less than eight (8) hour periods if desired. Employees may not accumulate more than two hundred and forty (240) hours vacation. Vacation pay is to be paid at the employee's current hourly rate. Earned accumulated vacation shall be payable upon severance up to a maximum of two hundred and forty (240) hours. Employees must have their vacation balance reduced to 240 hours, or less, and use their Floating Holiday by the last pay period in December of each calendar year. Vacations will be provided as follows:

20.2 Up to 80 hours of vacation for the first year of employment.

20.3 Eighty (80) hours for each year after year one (1) through five (5) years of service.

20.4 One hundred and twenty (120) hours for each of six (6) through ten (10) years of service.

- 20.5 One hundred and sixty (160) hours for the eleventh (11) and each succeeding year of service.
- 20.6 Employees may purchase up to one week of additional vacation time per year. Requests to purchase additional vacation time must be approved by the employee's supervisor and submitted to the City Administrator prior to December 15th of each year. Notification of this request is the sole responsibility of the employee. Once the request is approved, the employee will be granted the amount of time purchased in their vacation bank. This vacation will be utilized prior to any regular vacation. The employee will have a pro-rated amount equal to the value of the purchase deducted from their check each pay period over the course of the year in which the vacation was purchased or done at a one-time cost. Should the employee leave their employment with the City in the year the vacation was purchased, any outstanding amount owed for purchased vacation shall be deducted from the employee's final pay check. Should there be a balance or none of the purchased vacation used at the time of severance of employment, any balance owed will be refunded to the employee. It also should be noted that the purchase of vacation will impact an employee's PERA and Social Security retirement calculation.
- 20.7 Part-time employees shall earn vacation hours pro-rated on the basis of hours worked. Part-time employee working under twenty (20) hours per week are not eligible for any employee benefits.
- 20.8 Employee must submit vacation requests to their supervisor for approval.

ARTICLE XXI SICK LEAVE

- 21.1 Sick leave shall accumulate at the rate of eight (8) hours per month for full-time employees to a maximum of six hundred and forty (640) hours.
- 21.2 Part-time employees regularly scheduled for twenty (20) hours or more per week shall earn sick leave on a pro-rata basis; employee working less than twenty (20) hours per week are not eligible for any employee benefits.
- 21.3 Temporary and seasonal employees shall not be entitled to sick leave benefits.
- 21.4 An employee shall be granted sick leave with pay to the extent of his/her accumulation for absences necessitated by reason of illness or disability; by necessity of medical, chiropractic or dental care; or by exposure to contagious disease so that his/her attendance on duty may endanger the health of fellow employees or the public. Sick leave shall also be granted with pay to the extent of employees or the public. Sick leave shall also be granted with pay to the extent of an employee's accumulation for absence necessitated by illness of the following persons: his/her spouse, dependent children, stepchildren, foster children, parents or stepparents for periods as his/her attendance may be necessary. It shall also be granted for the illness of a minor child, whether or not the child lives in the household, for such periods, as his/her attendance

may be necessary. Sick leave to arrange for necessary nursing care for members of the family or birth or adoption of a child shall be limited to not more than fifteen (15) days. Upon the request of the employee, a birth mother shall be allowed to use six (6) weeks or more, if certified as necessary by a medical provider, of accumulated sick leave for the birth of a child.

- 21.5 One-half (1/2) of unused sick days accumulated up to six hundred and forty (640) hours maximum is payable upon severance. (Maximum number of sick hours payable upon severance would be three hundred and twenty (320) hours.)

ARTICLE XXII. FUNERAL LEAVE

In the event of death in the family of the employee, (spouse, parents, child, brother, sister, stepchildren, son-in-law, daughter-in-law, brother-in-law, sister-in-law), the employee shall be granted up to three (3) days leave with paid time to make the necessary funeral arrangements and attend the funeral. Grandparents and grandparents-in-law, the employee shall be granted up to two (2) days of leave with paid time to make necessary funeral arrangements and to attend the funeral. Additional time may be granted due to unusual circumstances such as, but not limited to, excessive distance of travel, etc. This additional time will come out of the employee's vacation accruals, sick time, or comp time as determined by the Employer.

ARTICLE XXIII TUITION REFUND

- 23.1 Employees will be reimbursed for the full tuition only for courses taken at the post-high school level.
- 23.2 In order to qualify for reimbursement, the following criteria must be met
- A. Course work must be related.
 - B. Prior approval from the supervisor must be obtained before course is taken.
 - C. Course must be successfully completed; on graded courses, a grade of "C" must be attained.
- 23.3 Reimbursement for tuition shall be made only to the extent that the employee for any other tuition program has not received reimbursement.
- 23.4 Reimbursement for schooling under this program shall be limited to a maximum of \$250 per employee per calendar year.

ARTICLE XXIV. WAIVER

- 24.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this Agreement, are hereby superseded.
- 24.2 The parties mutually acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals

with respect to any terms or conditions of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this Agreement for the stipulated duration of this Agreement. The Employer and the Union each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this Agreement or with respect to any term or condition of employment not specifically referred to or covered by this Agreement, even though such terms or conditions may not have been within the knowledge or contemplation of either or both parties at the time this contract was negotiated or executed.

ARTICLE XXV. DURATION

This Agreement shall be effective as of January 1, 2023 and shall remain in full force and effect until the 31st day of December, 2025. The provisions of this Agreement shall continue in effect unless mutually amended by a subsequent negotiated agreement.

City of East Bethel

By: [Signature] Date: 6-13-22
Mayor

By: Jack Dennis Date: 6-13-22
City Administrator

MN Public Employees Association

By: [Signature] Date: 6-24-22
Business Agent

By: [Signature] Date: 6-15-22
Union Steward