

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: February 24, 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)

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. 16-19)
- B. Minutes: January 27, 2025 City Council meeting – Requested Edits (p. 20-27)
- C. Minutes: February 10, 2025 City Council work meeting (p. 28-29)
- D. Minutes: February 10, 2025 City Council meeting (p. 30-34)
- E. Approve 2024 MN Lawful Gambling LG510 Report (p. 35-37)

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
- F. Fire Department
- G. City Administrator
 - 1. Facility Safety Policy Adoption (p. 38-42)

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: February 24, 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 January Report *(this item will be provided as soon as it is made available)*
2. CSO Report of Activities
3. CFS Report

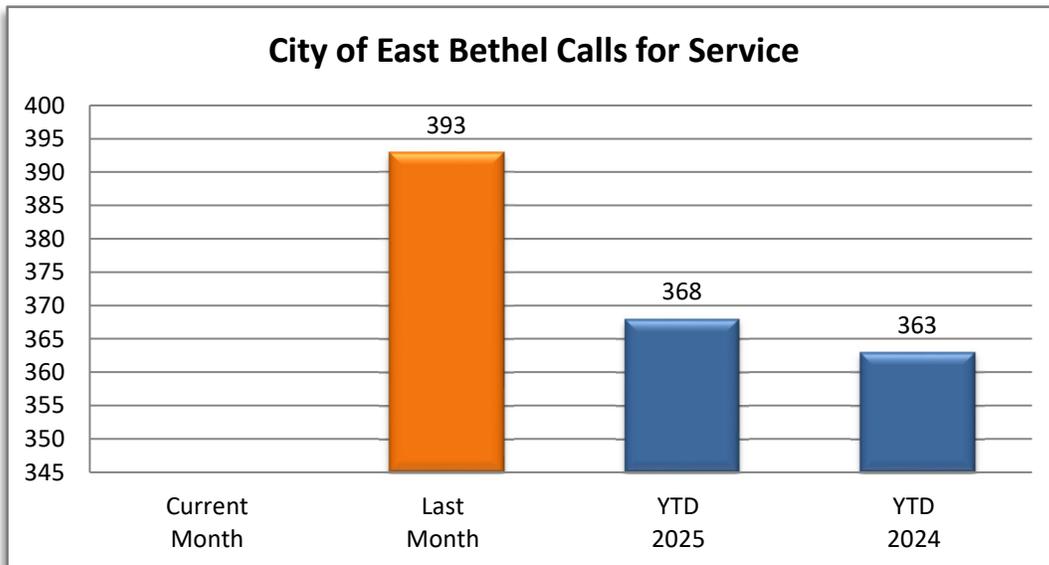
Fiscal Impact:

Recommendation(s): No Action Required

PATROL DIVISION

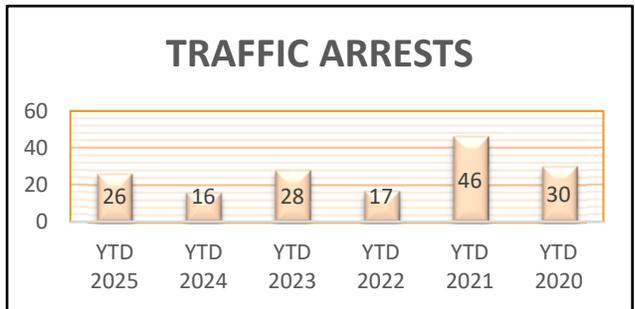
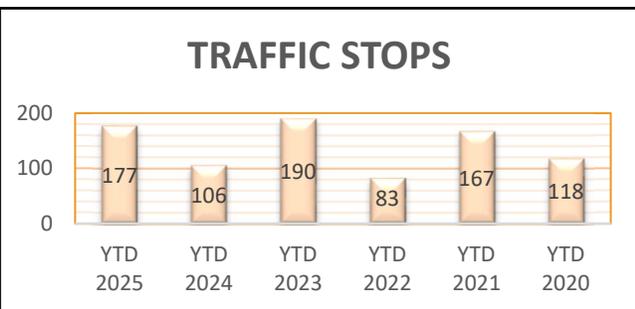
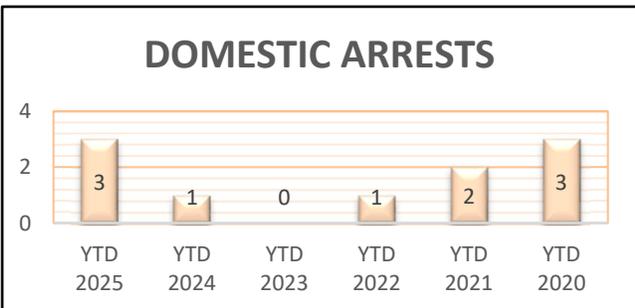
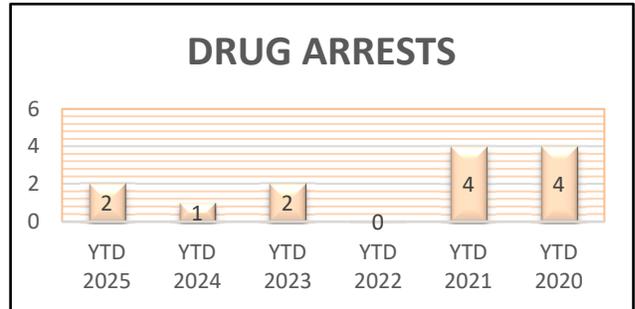
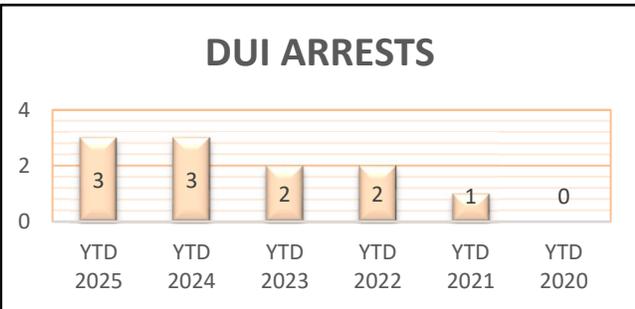
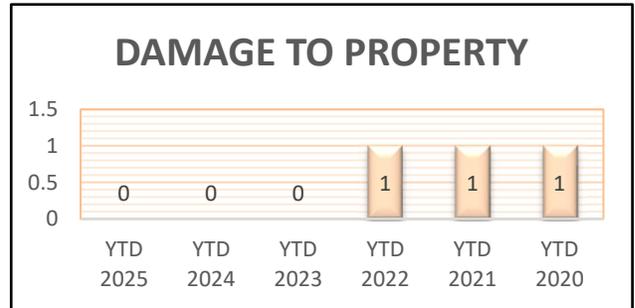
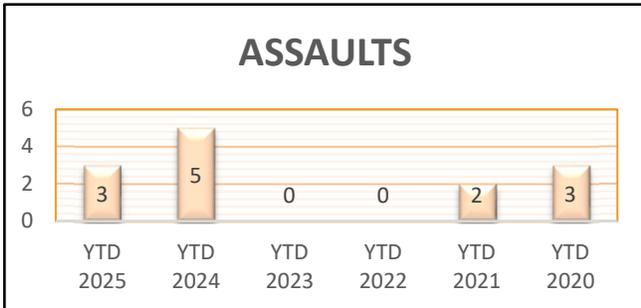
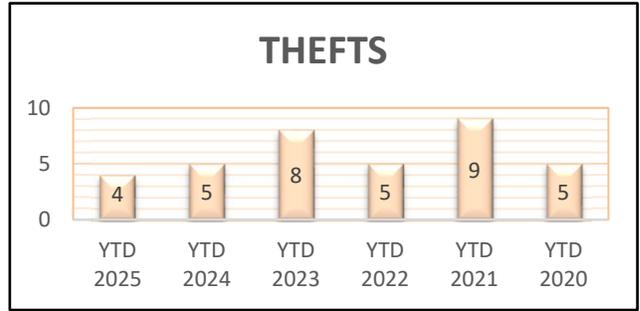
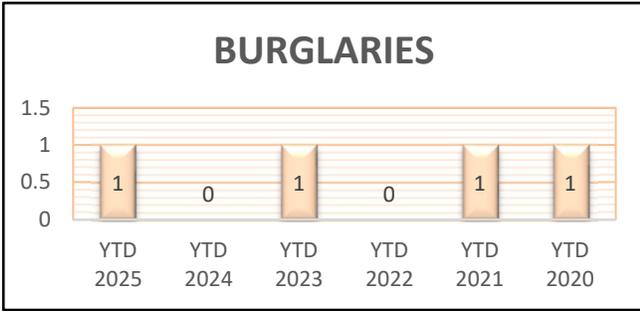
CITY OF EAST BETHEL - JANUARY 2025

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2025	YTD 2024
Calls for Service	368												368	363
Burglaries	1												1	0
Thefts	4												4	5
Crim Sex Conduct	0												0	0
Assault	3												3	5
Dam to Property	0												0	0
Harass Comm	0												0	0
PI Accidents	3												3	4
PD Accidents	20												20	23
Medical	63												63	62
Animal Complaint	24												24	19
Alarms	21												21	24
Felony Arrests	6												6	6
Gross Misd Arrests	12												12	2
Misd Arrests	9												9	10
DUI Arrests	3												3	3
Drug Arrests	2												2	1
Domestic Arrests	3												3	1
Warrant Arrests	8												8	2
Traffic Stops	177												177	106
Traffic Arrests	26												26	16



CITY OF EAST BETHEL

YEAR TO DATE - JANUARY 2020-2025

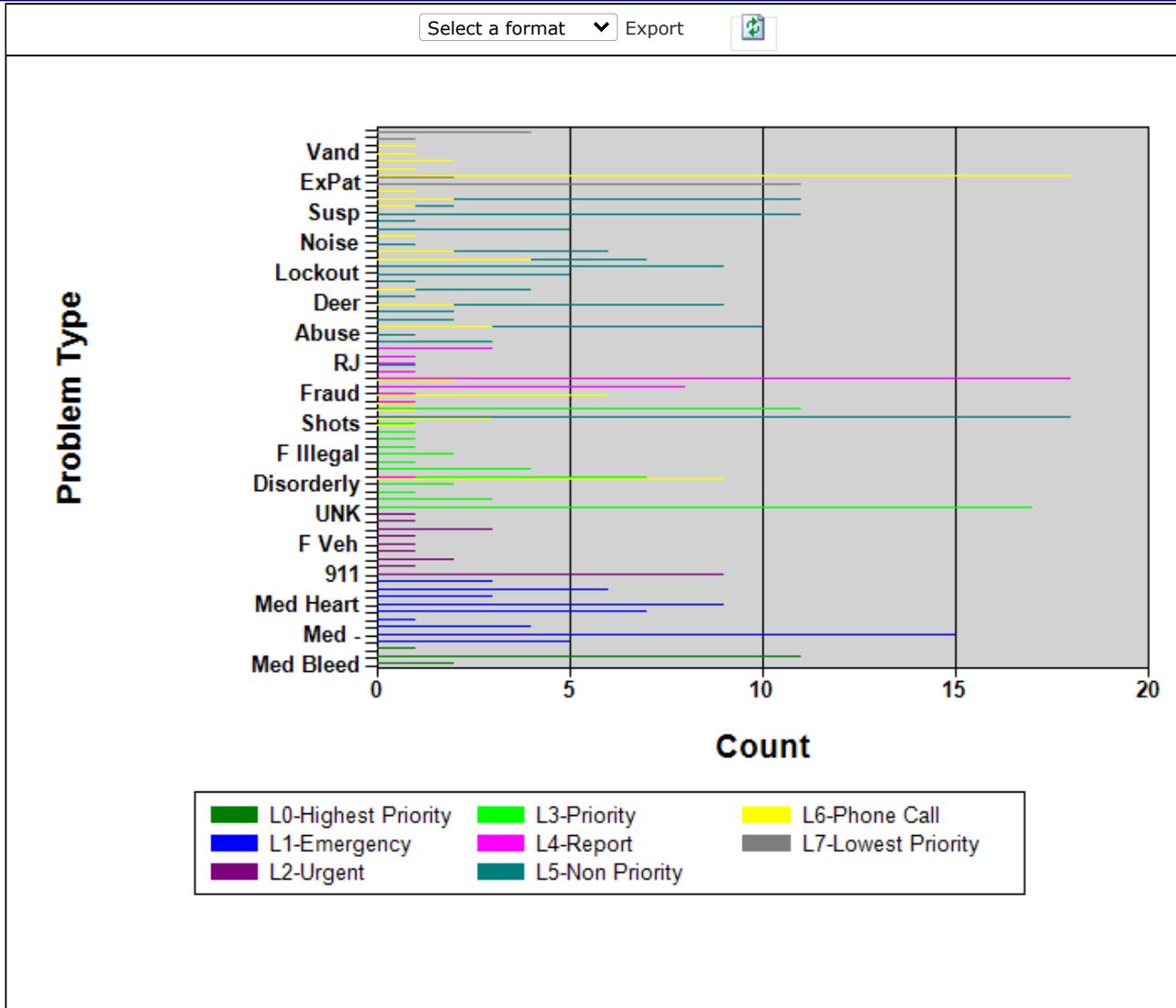


Problem Type Summary

11:02 AM 02/13/2025

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 1/1/2025 To 1/31/2025
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			9						9
Abandon						3			3
Abuse						1			1
AbuseP									
AlarmB				17					17

AlarmCO			3					3
AlarmCOill								
AlarmF			1					1
AlarmFsmoke								
AlarmHoldup								
AlarmV								
AlarmWF								
Animal					10	3		13
AnimalResc								
Arson								
Assault				1		1		2
AssaultP								
Boat Assist								
Bomb								
BombP								
Broadcast								
Burg						1		1
BurgP		1						1
Civil					2			2
CivilP								
CSC								
Debris					2			2
Deer					9	2		11
Disorderly			2					2
Dom			7	1		9		17
DomP	5							5
Drugs								
DUI			4					4
Dumping					1			1
Escort					4	1		5
ExPat						1	11	12
F Aircraft								
F Assist								
F CleanUp								
F Collapse								
F Dump								
F Elec Smell								
F Expl								
F Gas Odor In								
F Gas Odor Out			1					1
F Grass fire		2						2
F Illegal			2					2
F Misc			1					1
F Mutual Aid								
F Oven								
F Powerlines			1					1
F SmokeIn								
F SmokeOut								
F Structure		1						1
F Train								
F Veh		1						1
F Water Rescue								
Fight		1						1
Flood in			1					1
Flood out								
Fraud				1		6		7
FraudP								
FU						18	2	20
FW								
Gun								
Harass						1		1
Info					1			1
Lift Assist				8				8
Liq								
Lockout					5			5
LockoutP								

MA					9			9
MASS								
Med -	15							15
Med Abdominal Pain	4							4
Med Alarm	1							1
Med Allergic								
Med Assault								
Med Bleed	2							2
Med Breathing Diff	11							11
Med Breathing Not	1							1
Med Choking								
Med Drown								
Med Electro								
Med Fall	7							7
Med Heart	9							9
Med Hold		3						3
Med Info								
Med OB								
Med Priority								
Med Seizure								
Med Stab-Gunshot								
Med Stroke	3							3
Med Uncon	6							6
Medex								
Misc					7	4		11
MiscO					6	2		8
Noise					1			1
NoTag							1	1
Ord								
Other								
Park					1	1		2
PD				18		2		20
Person				1				1
PI	3							3
POR					5			5
Property					1			1
PW								
REPO-TOW							4	4
RJ				1	1			2
RoadClosure								
Robbery								
RobberyP								
Shots			1			1		2
Slumper				1				1
StolenProp								
Suicide				3				3
SuicideP								
Susp					11			11
SuspP								
Theft						2		2
TheftP		1						1
Threat					2	1		3
ThreatP								
Traf			1		18	3		22
Tres								
UNK		1						1
Unsecure								
Vand						1		1
VandP								
VehTheft						1		1
VehTheftP								
Weapon								
Weather								
Welfare					11	2		13
WelfareP								
WT			11			1		12

Total

14	53	20	53	35	111	64	18	368
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**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: February 24, 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 – January 2025 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



**East Bethel Fire Department
January 2025
Response Calls**

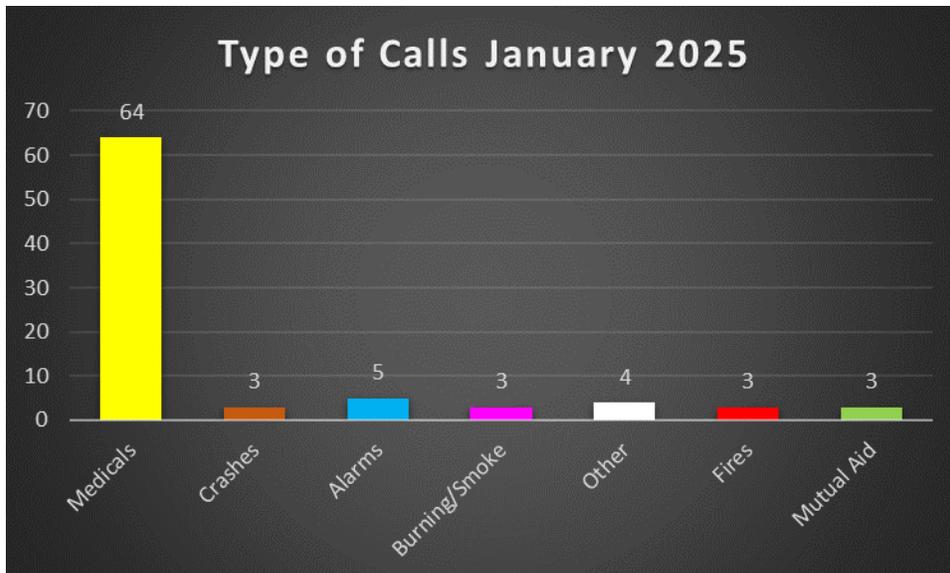
Incident Number	Incident Date	Street Address	Incident Type
1	1/1/2025	18164 Hwy 65 Northeast Apt 50	EMS call
2	1/1/2025	19446 Jamestown Street Northeast	EMS call
3	1/1/2025	18164 Hwy 65 Northeast Apt 50	EMS call
4	1/2/2025	2633 182nd Lane Northeast	EMS call
5	1/2/2025	24355 Hwy 65 Northeast Apt 131	EMS call
6	1/3/2025	23250 Buchanan Street Northeast	Alarms
7	1/4/2025	23182 Baltimore Street Northeast	Crash
8	1/4/2025	20998 Kissel Street Northeast	EMS call
9	1/4/2025	Hwy 65 Northeast and 221st Ave NE	Other
10	1/4/2025	18164 Hwy 65 Northeast Apt 33	EMS call
11	1/5/2025	656 192nd Lane Northeast	EMS call
12	1/5/2025	900 189th Avenue Northeast	EMS call
13	1/6/2025	344 Elm Road Northeast	EMS call
14	1/6/2025	18254 Greenbrook Drive Northeast	Alarms
15	1/7/2025	24355 Hwy 65 Northeast Apt 106	EMS call
16	1/7/2025	18164 Hwy 65 Northeast Apt 79	EMS call
17	1/8/2025	24350 Polk Street Northeast	EMS call
18	1/8/2025	18936 Greenbrook Drive Northeast	Building fire
19	1/8/2025	19744 Orchid Street Northwest	Burning/Smoke
20	1/8/2025	19131 Taylor Street Northeast Apt Hallway	EMS call
21	1/8/2025	18164 Hwy 65 Northeast Apt 81	EMS call
22	1/9/2025	1623 207th Avenue Northeast	Alarms
23	1/10/2025	22879 Staples Street Northeast	Burning/Smoke
24	1/10/2025	21650 Xylite Street Northeast	EMS call
25	1/10/2025	23705 Hwy 65 Northeast	EMS call
26	1/10/2025	22571 Jewell Street Northeast	EMS call
27	1/11/2025	Hwy 65 Northeast and Viking Blvd NE	Crash
28	1/11/2025	985 215th Lane Northeast	EMS call
29	1/11/2025	1553 205th Avenue Northeast	Burning/Smoke
30	1/11/2025	24355 Hwy 65 Northeast Apt 131	EMS call
31	1/12/2025	4610 Fawn Lake Drive Northeast	EMS call
32	1/12/2025	24355 Hwy 65 Northeast Apt 163	EMS call
33	1/12/2025	18755 Sandhill Parkways Northeast	Other
34	1/12/2025	4860 239th Avenue Northeast	EMS call
35	1/13/2025	1623 207th Avenue Northeast	EMS call

Incident Number	Incident Date	Street Address	Incident Type
36	1/14/2025	18164 Hwy 65 Northeast Apt 52	EMS call
37	1/14/2025	1230 237th Avenue Northeast	EMS call
38	1/14/2025	23460 Goodhue Street Northeast	EMS call
39	1/14/2025	18164 Hwy 65 Northeast Apt 168	EMS call
40	1/14/2025	5510 197th Avenue Northeast	Alarms
41	1/14/2025	1252 185th Avenue Northeast Apt 313	EMS call
42	1/16/2025	4610 200th Lane Northeast	EMS call
43	1/17/2025	726 200th Avenue Northeast	EMS call
44	1/17/2025	19432 Leyte Street Northeast	EMS call
45	1/18/2025	19131 Taylor Street Northeast Apt 218	EMS call
46	1/18/2025	24355 Hwy 65 Northeast Apt 131	EMS call
47	1/19/2025	18164 Hwy 65 Northeast Apt 101	Other
48	1/19/2025	22341 Monroe Street Northeast	Alarms
49	1/19/2025	2419 216th Avenue Northeast	EMS call
50	1/20/2025	21747 Zumbrota Street Northeast	EMS call
51	1/20/2025	20450 Monroe Street Northeast	EMS call
52	1/21/2025	18164 Hwy 65 Northeast Apt 104	EMS call
53	1/21/2025	1180 216th Avenue Northeast	EMS call
54	1/21/2025	18164 Hwy 65 Northeast Apt 56	EMS call
55	1/21/2025	900 189th Avenue Northeast	EMS call
56	1/22/2025	160 Bryant Lane Northeast	EMS call
57	1/22/2025	19432 Leyte Street Northeast	EMS call
58	1/22/2025	Breezy Point Drive Northeast and Edmar LN NE	Grass fire
59	1/23/2025	19131 Taylor Street Northeast Apt 21	EMS call
60	1/23/2025	24355 Hwy 65 Northeast Apt 146	EMS call
61	1/23/2025	20957 Okinawa Street Northeast	EMS call
62	1/23/2025	24355 Hwy 65 Northeast Apt 132	EMS call
63	1/24/2025	19543 Jamestown Street Northeast	EMS call
64	1/24/2025	3547 Woodland Drive Northeast	Mutual Aid
65	1/25/2025	178 Maple Road Northeast	EMS call
66	1/26/2025	24355 Hwy 65 Northeast Apt 132	EMS call
67	1/26/2025	18552 Everglade Drive Northeast	EMS call
68	1/26/2025	19131 Taylor Street Northeast Apt 18	EMS call
69	1/27/2025	18164 Hwy 65 Northeast Apt 52	EMS call
70	1/27/2025	20346 Xavis Street Northwest	Mutual Aid
71	1/27/2025	2330 148th Avenue Northeast	Mutual Aid
72	1/27/2025	151 Maple Road Northeast	EMS call
73	1/27/2025	19131 Taylor Street Northeast Apt 319	EMS call
74	1/27/2025	900 189th Avenue Northeast	EMS call

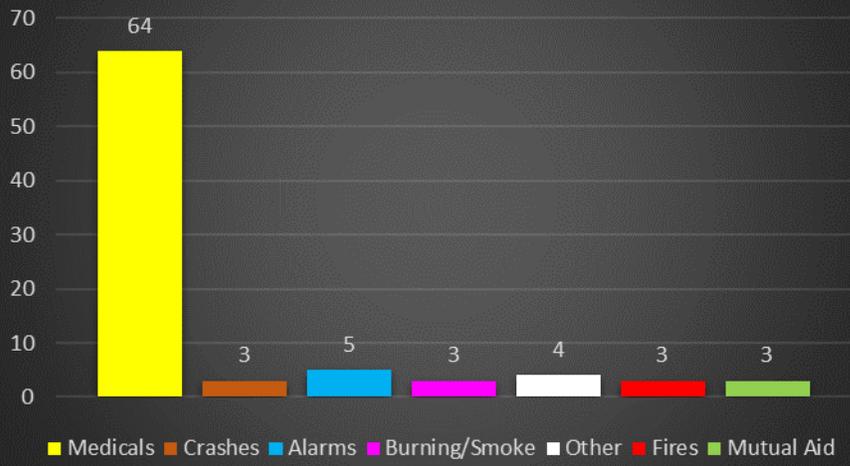
Incident Number	Incident Date	Street Address	Incident Type
75	1/28/2025	255 Dogwood Road Northeast	EMS call
76	1/28/2025	Hwy 65 Northeast and 187th LN NE	Crash
77	1/29/2025	21803 Quincy Street Northeast	EMS call
78	1/29/2025	3814 Edmar Lane Northeast	Other
79	1/30/2025	24355 Hwy 65 Northeast Apt 163	EMS call
80	1/30/2025	18623 Jackson Street Northeast	Grass fire
81	1/30/2025	1062 199th Avenue Northeast	EMS call
82	1/30/2025	900 189th Avenue Northeast	EMS call
83	1/31/2025	19240 Isetta Street Northeast	EMS call
84	1/31/2025	19131 Taylor Street Northeast Apt 322	EMS call
85	1/31/2025	900 189th Avenue Northeast	EMS call

85 Total calls

- 64 Medicals
- 3 Crashes
- 5 Alarms
- 3 Burning/Smoke
- 4 Other
- 3 Fires
- 3 Mutual Aid



Type of Calls Year to Date 2025



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



Date: February 24, 2025

Agenda Item Number: Item 6.0 A-E

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A - Approve Bills

Item B – January 27, 2024 City Council Meeting Minutes

Edited minutes from the January 27, 2024 City Council meeting are attached for your review.

Item C – February 10, 2024 City Council Work Meeting Minutes

Minutes from the February 10, 2024 City Council work meeting are attached for your review.

Item D – February 10, 2024 City Council Meeting Minutes

Minutes from the February 10, 2024 City Council meeting are attached for your review.

Item E – Approve MN Lawful Gambling 2023 LG510 Report

The City of East Bethel has five licensed organizations that offer charitable gambling at various locations throughout the City. Per City ordinance, each organization is required to contribute 10% of their net profits to the City on a monthly basis. The City recorded \$57,239.20 in gambling contribution revenue for 2024. Each year the City is required to submit a LG510 Annual Report, 10% Lawful Gambling Contribution Fund report to the MN Lawful Gambling Board. This report chronicles the amount of gambling contribution revenue earned and identifies where the gambling funds were used. Staff has completed this form and earmarked that the funds were used for (A10) expenditures for police, fire, and other emergency or public safety-related services, equipment and training—more specifically the 2024 Law Enforcement Contract with Anoka County. Staff recommends Council approve the LG510 Annual Report and direct its submission to the MN Lawful Gambling Board before the 3/15/25 deadline.

Fiscal Impact: As noted above

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
February 24, 2025
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$90,879.94
Electronic Payroll Payments						\$44,646.90
Payroll City Council - February 14, 2025						\$2,229.85
Payroll Fire Department - February 14, 2025						\$13,141.65
Payroll City Staff - February 13, 2025						\$49,681.71
Total to be Approved for Payment						\$150,898.34
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	51953	Menards - Forest Lake	615	49851	\$27.45
Arena Operations	Bldg/Facility Repair Supplies	28852	Menards Cambridge	615	49851	\$87.25
Arena Operations	Gas Utilities	915506886	Xcel Energy	615	49851	\$4,669.01
Arena Operations	Information Systems	B250210J	Anoka County Treasury Dept	615	49851	\$75.00
Arena Operations	Information Systems	2485	Metro-Inet	615	49851	\$492.60
Building Inspection	Information Systems	2453	Metro-Inet	101	42410	\$1,135.61
City Administration	Information Systems	B250210J	Anoka County Treasury Dept	101	41320	\$75.00
City Administration	Information Systems	2453	Metro-Inet	101	41320	\$1,254.74
City Administration	Office Equipment Rental	3107081654	Pitney Bowes Global Financial Svcs	101	41320	\$165.33
City Administration	Office Equipment Rental	548095348	US Bank Equipment Finance	101	41320	\$435.00
City Administration	Office Supplies	IN4761141	Innovative Office Solutions	101	41320	\$165.86
City Administration	Office Supplies	SCN-130182	Innovative Office Solutions	101	41320	(\$8.70)
City Administration	Professional Services Fees	29958	TimeSaver Off Site Secretarial	101	41320	\$216.88
City Administration	Telephone	2 2025	CenturyLink	101	41320	\$153.43
Finance	Information Systems	2453	Metro-Inet	101	41520	\$1,135.61
Fire Department	Bldgs/Facilities Repair/Maint	9211	Alex Air Apparatus 2 Inc	101	42210	\$960.28
Fire Department	Bldgs/Facilities Repair/Maint	2679	Bill's Quality Cleaning	101	42210	\$168.00
Fire Department	Bldgs/Facilities Repair/Maint	2680	Bill's Quality Cleaning	101	42210	\$53.00
Fire Department	Gas Utilities	915506886	Xcel Energy	101	42210	\$2,573.80
Fire Department	General Operating Supplies	28974	Menards Cambridge	101	42210	\$125.81
Fire Department	Information Systems	B250210J	Anoka County Treasury Dept	101	42210	\$75.00
Fire Department	Information Systems	2453	Metro-Inet	101	42210	\$2,548.41
Fire Department	Office Equipment Rental	38503663	GreatAmerica Financial Svcs	101	42210	\$125.78
Fire Department	Small Tools and Minor Equip	0225-1604	Advanced First Aid	101	42210	\$327.00
Fire Department	Telephone	2 2025	CenturyLink	101	42210	\$57.95
Fire Department	Telephone	2 2025	CenturyLink	101	42210	\$88.20
Fire Department	Telephone	13299700114537	Midcontinent Communications	101	42210	\$20.25
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2677	Bill's Quality Cleaning	101	41940	\$380.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2681	Bill's Quality Cleaning	101	41940	\$168.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	55431	Robert B. Hill Company	101	41940	\$18.00
General Govt Buildings/Plant	Gas Utilities	915506886	Xcel Energy	101	41940	\$1,321.63
General Govt Buildings/Plant	General Operating Supplies		CINTAS	101	41940	\$22.95
Housing & Redevelopment Author	Professional Services Fees	44007	Eckberg, Lammers, P.C.	230	23000	\$73.50
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101		\$245.00
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101		\$4,600.75
Legal	Legal Fees	01 2025	Eckberg, Lammers, P.C.	101	41610	\$10,461.77
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$980.00



City of East Bethel
February 24, 2025
Payment Summary

Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$122.50
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$343.00
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$245.00
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$840.00
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$245.00
Legal	Legal Fees	44007	Eckberg, Lammers, P.C.	101	41610	\$980.00
Mayor/City Council	Conferences/Meetings	421321	League of MN Cities Ins Trust	101	41110	\$350.00
Mayor/City Council	Office Supplies	EC02032510	Anoka County Treasury Dept	101	41110	\$13.00
Park Maintenance	Clothing & Personal Equipment	4220762410	Cintas Corporation	101	43201	\$33.31
Park Maintenance	Clothing & Personal Equipment	4221489101	Cintas Corporation	101	43201	\$35.00
Park Maintenance	General Operating Supplies	341073	S & S Industrial Supply	101	43201	\$6.75
Park Maintenance	Information Systems	2453	Metro-Inet	101	43201	\$29.78
Park Maintenance	Other Equipment Rentals		LRS	101	43201	\$0.00
Park Maintenance	Other Equipment Rentals	MP256342	LRS	101	43201	\$80.00
Park Maintenance	Other Equipment Rentals	MP268123	LRS	101	43201	\$80.00
Park Maintenance	Safety Supplies		CINTAS	101	43201	\$47.03
Payroll	Insurance Premiums	03 2025	Dearborn Group	101		\$1,981.44
Payroll	Insurance Premiums	RIS0006234160	Delta Dental	101		\$594.10
Payroll	Insurance Premiums	RIS0006234160	Delta Dental	101		\$52.06
Payroll	Insurance Premiums	265864900147	Medica	101		\$10,587.00
Payroll	Insurance Premiums	436200032025	NCPERS Group Life Ins	101		\$80.00
Payroll	Union Dues	02 2025	MN Public Employees Assn	101		\$351.00
Planning and Zoning	Filing Fees	25-2367	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Filing Fees	25-2367	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Information Systems	2453	Metro-Inet	101	41910	\$398.39
Planning and Zoning	Legal Notices	961242	STAR	101	41910	\$13.90
Planning and Zoning	Legal Notices	961242	STAR	101	41910	\$14.24
Planning and Zoning	Legal Notices	961242	STAR	101	41910	\$15.08
Planning and Zoning	Legal Notices	961242	STAR	101	41910	\$14.24
Planning and Zoning	Professional Services Fees	36445	Landform	101		\$338.00
Planning and Zoning	Professional Services Fees	36445	Landform	101		\$448.00
Planning and Zoning	Professional Services Fees	36445	Landform	101		\$676.00
Planning and Zoning	Professional Services Fees	36445	Landform	101		\$598.00
Planning and Zoning	Professional Services Fees	36445	Landform	101	41910	\$5,127.25
Recycling Operations	Gas Utilities	915506886	Xcel Energy	226	43235	\$362.17
Recycling Operations	Other Equipment Rentals		LRS	226	43235	\$0.00
Recycling Operations	Other Equipment Rentals	MP268124	LRS	226	43235	\$80.00
Street Maintenance	Auto/Misc Licensing Fees/Taxes	2025	State of Minnesota	101	43220	\$32.00
Street Maintenance	Bldg/Facility Repair Supplies	50000	ENERGY SALES INC	101	43220	\$192.40
Street Maintenance	Bldg/Facility Repair Supplies	976445	Lowe's	101	43220	\$64.88
Street Maintenance	Bldgs/Facilities Repair/Maint	4220762410	Cintas Corporation	101	43220	\$9.08
Street Maintenance	Bldgs/Facilities Repair/Maint	4221489101	Cintas Corporation	101	43220	\$9.55
Street Maintenance	Clothing & Personal Equipment	4220762410	Cintas Corporation	101	43220	\$33.31
Street Maintenance	Clothing & Personal Equipment	4221489101	Cintas Corporation	101	43220	\$35.00
Street Maintenance	Equipment Parts	147814	AMERICAN PRESSURE INC	101	43220	\$1,939.00
Street Maintenance	Equipment Parts	147966	AMERICAN PRESSURE INC	101	43220	\$35.98
Street Maintenance	Equipment Parts	198260-00	HANCO CORPORATION	101	43220	\$404.41
Street Maintenance	Equipment Parts	475132	Towmaster	101	43220	\$62.31



City of East Bethel

February 24, 2025

Payment Summary

Street Maintenance	Gas Utilities	915506886	Xcel Energy	101	43220	\$1,906.29
Street Maintenance	General Operating Supplies	51616	Menards - Forest Lake	101	43220	\$21.40
Street Maintenance	Information Systems	2453	Metro-Inet	101	43220	\$747.15
Street Maintenance	Lubricants and Additives	1539-324274	O'Reilly Auto Stores Inc.	101	43220	\$83.76
Street Maintenance	Motor Vehicle Services (Lic d)	633023	Midway Ford Company	101	43220	\$3,825.41
Street Maintenance	Motor Vehicle Services (Lic d)	122109	PTL TIRE & AUTO 2	101	43220	\$287.71
Street Maintenance	Motor Vehicles Parts	093P28799	BOYER TRUCKS-ST MICHAEL	101	43220	\$50.93
Street Maintenance	Motor Vehicles Parts	159-129921	FACTORY MOTOR PARTS	101	43220	\$60.72
Street Maintenance	Motor Vehicles Parts	159-130218	FACTORY MOTOR PARTS	101	43220	\$26.20
Street Maintenance	Motor Vehicles Parts	159-130521	FACTORY MOTOR PARTS	101	43220	\$39.99
Street Maintenance	Motor Vehicles Parts	159-130977	FACTORY MOTOR PARTS	101	43220	\$277.88
Street Maintenance	Motor Vehicles Parts	123382295	Fleet Pride	101	43220	\$57.14
Street Maintenance	Motor Vehicles Parts	123428739	Fleet Pride	101	43220	\$13.56
Street Maintenance	Motor Vehicles Parts	1539-324268	O'Reilly Auto Stores Inc.	101	43220	\$55.96
Street Maintenance	Motor Vehicles Parts	1539-324273	O'Reilly Auto Stores Inc.	101	43220	\$29.99
Street Maintenance	Safety Supplies		CINTAS	101	43220	\$47.03
Street Maintenance	Safety Supplies	9402753744	Grainger	101	43220	\$31.44
Street Maintenance	Street Maint Materials	1455225	Compass Minerals	101	43220	\$9,048.70
Street Maintenance	Street Maint Materials	1456438	Compass Minerals	101	43220	\$3,008.34
Water Utility Operations	Auto/Misc Licensing Fees/Taxes	20250218	Jason Hehir	601	49401	\$23.00
Water Utility Operations	Chemicals and Chem Products	6986036	Hawkins, Inc	601	49401	\$100.00
Water Utility Operations	Conferences/Meetings	10334852	Jeremiah Haller	601	49401	\$350.00
Water Utility Operations	Conferences/Meetings	27675909	Jeremiah Haller	601	49401	\$350.00
Water Utility Operations	Conferences/Meetings	69147007	Jeremiah Haller	601	49401	\$350.00
Water Utility Operations	Gas Utilities	02 2025-1	CenterPoint Energy	601	49401	\$356.24
Water Utility Operations	Gas Utilities	02 2025-2	CenterPoint Energy	601	49401	\$323.32
Water Utility Operations	Information Systems	2453	Metro-Inet	601	49401	\$354.31
Water Utility Operations	Office Supplies	IN4761141	Innovative Office Solutions	601	49401	\$46.20
Water Utility Operations	Refund of Closing Overpay	24145T	BDM Construction	601		\$35.66
Water Utility Operations	Refund of Closing Overpay	20250205	UGONNA OJIAKU	601		\$356.40
Water Utility Operations	Small Tools and Minor Equip	0542619	Ferguson Waterworks #2518	601	49401	\$91.60
Water Utility Operations	Telephone	2 2025	CenturyLink	601	49401	\$149.74
Water Utility Operations	Telephone	2 2025	CenturyLink	601	49401	\$154.15
Water Utility Operations	Telephone	2 2025	CenturyLink	601	49401	\$153.65
Water Utility Operations	Utility Maint Supplies	0542617	Ferguson Waterworks #2518	601	49401	\$4,200.00
Water Utility Operations	Utility Maint Supplies	0542618	Ferguson Waterworks #2518	601	49401	\$299.76
						\$90,879.94



City of East Bethel
February 24, 2025
Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$10,344.36
Payroll	Federal Withholding	\$7,792.23
Payroll	Medicare Withholding	\$2,825.80
Payroll	FICA Tax Withholding	\$11,065.40
Payroll	State Withholding	\$3,834.72
Payroll	MSRS/H.S.A./HCSP	\$8,784.39
		\$44,646.90

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

January 27, 2025

The East Bethel City Council met on January 27, 2025, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Ardie Anderson Suzanne Erkel Brian Mundle
Tim Miller Jim Smith

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

1.0 Call to Order

The January 27, 2025, City Council meeting was called to order by Mayor Anderson at 7:00 p.m.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Adopt Agenda

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

4.0 Presentations and Public Hearings

4.0 A Anoka County Sheriff Office Monthly Report

Lieutenant Derek Peters presented the December 2024, Sheriff's Report, stating the Sheriff's Department has responded to 393 calls for service, 7 thefts, 3 damage to property, 37 traffic crashes, 25 arrests, 114 traffic stops, and 25 traffic citations.

Erkel asked for statistics on specific communities in the area. Peters stated he can do a comparative analysis based on population.

Informational; no action required.

4.0 B Fire Department Monthly Report

Fire Chief Sanow presented the December 2024 report and noted that they responded to 86 calls, of which 66 were medical, 6 accidents, and 6 alarms. He stated that for 2024, the Fire Department responded to 1,031 calls for service, compared to 962 for 2023. Of the 1,031 calls for service in 2024, 169 duty officers, 473 day calls for stations 1 and 3, 467 day calls for station 2, 298 night calls for stations 1 and 3, 252 night calls for station 2. Of the 1,031 calls for service, 752 were medical, 14 mutual aid, 26 fires, 66 accidents, 46 alarms, 44 smoke in the area, and 83 others.

Sanow recognized top responder firefighters and highlighted their hard work.

Mundle asked if the top responders would get any awards or recognition. Sanow stated that they got recognized at the staff meeting and would get recognized again at the appreciation dinner.

1 Erkel asked how there are multiple calls to the same location for the same reason. Sanow explained
2 the reasons why they may get called back to the same house multiple times during the day for certain
3 alarms or medical calls.

4 Erkel asked if they have a phone triage system so a person could take themselves to the hospital.
5 Sanow stated that when a person calls 911 the call goes to the Anoka County Dispatch, then the calls
6 get transferred to Allina, and the Fire Department gets paged out based on the information given to
7 the dispatch center and will get updated as Allina gets more information.

8 Mundle asked how the breakfast this past weekend went. Sanow stated that the turnout was around
9 240 compared to around 300 last year, but it went fairly well.

10 **Informational; no action required.**

11 **5.0 Public Forum**

12 **Tammy Gimpl's comments:**

13 Good evening, mayor and Council, I read the ABC newspaper and Mayor Anderson you quoted saying
14 that Jim Smith was toxic to the fire department, and I truly believe that you owe Jim Smith an
15 apology. Jim Smith as far as I can see has been one of the only people that has been a liaison with the
16 department even when I was on, that has been trying to do things to resolve some of the issues with
17 the fire department. You were also quoted as saying that Smith was, Jim Smith, Councilmember
18 Smith was 'listening to a few individuals,' and here is the 42-page report, the report that was done
19 from Capstone, and in it...did you read this? Mayor responded that yes, he had the whole document.
20 Gimpl asked did you guys all read it? In it, I mean 84% felt bullied. Council Member Mundle
21 interjected, that's not what the question was. Gimpl asked, "excuse me" and Council Member
22 Mundle repeated, that's not what the question was. Gimpl asked what question? Council Member
23 Mundle stated the question you are referring to; the question was 'do you know, or do you feel that
24 is a bully in the fire department.' Ms. Gimpl: okay, 84% felt bullied. CM Mundle: no, 84% recognized
25 that they felt there was a bully in the fire department.

26 **Ms. Gimpl: we will skip that one then.**

27 **71% felt that department is not working as a team. That's not a few individuals. 67% say that they**
28 **are concerned about the future of the fire department, that again is not a few individuals. And the**
29 **council before you had the report done, paid \$10,000 to have it done for a reason, not because**
30 **everything was great on the fire department. So, again it wasn't just a few individuals. The report**
31 **was done because there were issues, are still issues, and Jim Smith has been one of the only**
32 **individuals that I can see that has been trying to resolve some of the issues. So, to call him toxic is**
33 **disgusting. Honestly think you owe him an apology... a public apology.**

34 **Council also did a policy to keep some security and certain individuals from getting free reign in the**
35 **fire department and chief (sorry, I wanted to call you chief), Mayor Anderson, you are too close to the**
36 **fire department, I think you know that, and that policy was done because of people like you. And I**
37 **just really hope that you recuse yourself from any matters involving the fire department. You have a**
38 **lot of knowledge, and your opinion very much counts and should be said, but I really do hope that**
39 **you recuse yourself from some of the fire department, from all of the fire department matters.**
40 **That's all.**

41 **6.0 Consent Agenda**

42 **Item A: Approve Bill List**

~~Item B: Approve Meeting Minutes, January 13, 2025 City Council Meeting~~

Item C: Landform Contract Approval Affirmation

~~Item D: Re-appointment of Park Commission Members~~

~~Item E: Re-appointment of EDA Member~~

~~Item F: Re-appointment of Planning Commission Members~~

~~Item G: Declaration of Vacancies and Authorization to Accept Applications for EDA and Planning Commission~~

Item H: Authorization to Post Vacancy for Community Development Director position

Item I: Resolution No. 2025-07, Arbor Day Declaration April 25, 2025

~~Item J: Resolution No. 2025-08, Declaring Surplus Property~~

~~Item K: Purchase of Toro Wide Area Mower~~

~~Item L: Hidden Prairie Preliminary Plat Extension~~

Mundle requested to pull Items B and K. Smith requested to pull Items B, E, G. Miller requested to pull Item D. Erkel requested to pull Items A, E, F, G, J, K, L.

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

6.0 A Approve Bill List

Erkel stated that she thinks that ACE is overcharging them and is wondering when the last time the City has done a price comparison with other garbage companies. Look stated that they could look into it but added that the \$1,200 is not a common charge, but it is that high because they had a theft of a dumpster from the ice arena which costs \$1,200.

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

6.0 B Approve Meeting Minutes, January 13, 2025 City Council Meeting

Mundle requested a change to page 29 of the packet on line 31, to add that Mundle voted "nay". Smith requested a change to page 28, line 11, to change "Miller asked..." to "Smith asked...".

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

6.0 D Re-appointment of Park Commission Members

Miller stated that he is happy and wholehearted for the support of the dedicated Park Commission members and it has been a pleasure to work alongside them.

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

6.0 E Re-appointment of EDA Member

Erkel asked about the procedure behind transferring the EDA membership over to elected officials.

Larson stated that with HRA and EDA all commissioners are appointed by the Mayor, with the blessing and vote of the City Council. Larson stated that with their enabling resolution, the Council is the board of the HRA and the EDA is composed of 7 members, 2 of which have to be Councilmembers.

1 **Erkel stated I'll make a motion to table Item E of the Consent Agenda until after their next Work**
2 **Session. Mundle stated I'll second.** Anderson asked any discussion? To the motion, all in favor say
3 aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

4 **6.0 F Re-appointment of Planning Commission Members**

5 Erkel asked about the wording in the packet regarding this item and why the Park Commission
6 members were listed. Look stated that it was a typo and he will follow up on getting it corrected.

7 Smith asked if they could just vote on Sharon Johnson and Brian Downie to be voted in.

8 **Smith stated I'll make a motion to approve the Planning Commissioners Sharon Johnson and Brian**
9 **Downie for their next term. Mundle stated I'll second.** Anderson asked any discussion? To the
10 motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion**
11 **passes unanimously.**

12 **Smith stated I'll make a motion to table the appointment of any remaining Planning Commission**
13 **members. Miller stated I'll second.** Anderson asked any discussion? To the motion, all in favor say
14 aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

15 **6.0 G Declaration of Vacancies and Authorization to Accept Applications for EDA and Planning** 16 **Commission**

17 **Erkel stated I'll make a motion to approve the advertisement of the Planning Commission vacancy**
18 **and to table the appointment of the EDA. Mundle stated I'll second.** Anderson asked any
19 discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That
20 motion passes. **Motion passes unanimously.**

21 **6.0 J Resolution No. 2025-08, Declaring Surplus Property**

22 Erkel stated that she has an issue with the City when something reaches a certain age, they
23 automatically consider it a surplus and buy a new one. Erkel asked if there is something wrong with
24 the mower that is beyond repair.

25 Ayshford stated that they have an equivalent replacement scheme to budget for the replacement of
26 these vehicles. Ayshford stated that this mower was originally supposed to be placed in 2022, but
27 they put more money into it to make it last 3 more years, but it still has surplus value at about
28 \$10,000-20,000 if they sell it now.

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

32 **6.0 K Purchase of Toro Wide Area Mower**

33 Mundle asked what the bidding process is. Ayshford stated that most of the stuff is purchased on a
34 Statewide contract, but local businesses will usually match and give the Statewide contract price.

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

38 **6.0 L Hidden Prairie Preliminary Plat Extension**

39 Erkel asked if they denied this extension, what process would they have to go back through. Look
40 stated that if it was denied, they would have to start back at ground zero.

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

4 **7.0 New Business. Commission, Association, and Task Force Reports**

5 No reports given.

6 **7.0 A Planning Commission**

7 None.

8 **7.0 B Economic Development Authority**

9 None.

10 **7.0 C Park Commission**

11 None.

12 **8.0 Department Reports**

13 **8.0 A Community Development**

14 None.

15 **8.0 B Engineer Report**

16 None.

17 **8.0 C City Attorney**

18 None.

19 **8.0 D Finance**

20 None.

21 **8.0 E Public Works**

22 **8.0 E.1 2025 JPA Street Maintenance Projects**

23 Ayshford stated that staff is requesting that the Council consider approving the listed projects to be
24 bid as part of the 2025 North Metro Street Maintenance Program JPA Street Maintenance Projects.

25 Ayshford added that the only project recommended to be bid as part of the 2025 JPA Street
26 Maintenance program is 260,000 linear feet of pavement markings, which has an estimated cost of
27 \$30,000-35,000. \$105,000 has been budgeted for 2025, so the excess funds would be used towards
28 2025 asphalt overlay projects.

29 **Mundle stated I'll make a motion to approve the 2025 JPA Street Maintenance Projects. Miller**
30 **stated I'll second.** Anderson asked any discussion?

31 Erkel asked what the restriping entails. Ayshford stated that the yellow and white paint has to be
32 redone every 2 years because it wears off. To the motion, all in favor say aye. **All in favor.** Anderson
33 asked any opposed? That motion passes. **Motion passes unanimously.**

34 **8.0 E.2 2025 Class 5 Gravel Road Resurfacing Projects**

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

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

1 Ayshford discussed the gravel roads resurfaced in 2024 and presented the recommended roads for
2 2025 Class 5 resurfacing.

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

6 **Erkel stated I'll make a motion to approve the 2025 Class 5 Gravel Road Resurfacing Projects. Smith**
7 **stated I'll second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.**
8 Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

9 **8.0 F Fire Department**

10 None.

11 **8.0 G City Administrator Report**

12 **8.0 G.1 MN Public Employee Association Union Negotiation Process and Timeline Discussion**

13 Look stated that staff recommends Council consider the following options for the 2026-2028 union
14 negotiation process and determine their preference for moving forward.

15 1. Continue with past practice and have the City Administrator along with the Finance Director and
16 Public Works Manager initiate/facilitate negotiations between the City and Union. After meeting with
17 the Union, the City Administrator would provide the City Council a summary of the Union proposal—
18 continuing this process until an agreement is reached.

19 2. Have the City Administrator along with the City's Personnel Committee initiate and facilitate
20 negotiation between the City and Union. After meeting with the Union, the City Administrator would
21 provide the City Council a summary of the Union proposal—continuing this process until an
22 agreement is reached.

23 3. Outsource the entire negotiation to a third party or the City Attorney.

24 Smith asked what has been done in the past. Look stated that historically, City staff, including the City
25 Administrator, Finance Director, and Public Works Manager, have met with the Union Steward and
26 Union Agent to facilitate the negotiation process, which is ultimately ratified by both the Union and
27 City Council.

28 Erkel asked who is on the City's personnel committee. Look stated that he believes it is Anderson and
29 Smith.

30 Erkel suggested a combination of option 1 and 2. Look stated that it is done at the County, the
31 elected did not get involved at all, it was negotiated by an attorney then brought forward to them to
32 be ratified by the Board.

33 Look stated that if they hire a profession who has done this before, they have the leveraging power
34 that they may not have. Erkel asked what the additional cost would be. Look was not sure.

35 Look stated that it should be established before the budget, but it should not be rushed. Mundle
36 stated they would need a little more information on the cost for option 3.

37 Larson stated that there are various options to consider and he can talk to the City Administrator to
38 provide additional information so they can make an informed decision. Larson stated that he looks at
39 the collective bargaining agreement at the end and looks at all the contracts before they are
40 approved.

1 **Erkel stated I'll make a motion to table the Union Negotiation Process and Timeline Discussion and**
2 **direct staff to come back with comparable pricing. Smith stated I'll second.** Anderson asked any
3 discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That
4 motion passes. **Motion passes unanimously.**

5 **9.0 – Other Items**

6 **9.0 A Staff Report**

7 Look stated that the Board of Appeals training cuts off this week.

8 Look stated that the Local Board of Appeals is scheduled for April 28, 2025.

9 Look added that one property, 455 Forest Road, has been tax condemned by the County and the
10 property will go up for auction.

11 Erkel asked if the resident of the property has come forward. Look stated that the neighbor has
12 complained because of the bad shape and the dangers it creates.

13 **9.0 B Council Reports**

14 Smith asked Larson to explain the difference between a strong and weak mayor system.

15 Larson stated that the weak mayor system is a mayor who is more of a propaganda figurehead and
16 their power is at best the same as the City Council. A strong mayor system acts as a city manager, are
17 full-time, appoint, and staff serves at the pleasure of the mayor.

18 Smith asked what East Bethel is considered. Larson stated that they lean more towards a weak
19 system.

20 **Smith's comments:**

21 I am addressing you, Mr. Mayor, on the comments you made at your first meeting about my role as
22 liaison to our Fire Department. It's crucial that we base our discussions on facts and maintain a
23 respectful dialog that prioritizes the well-being of our community and its dedicated public servants. I
24 feel the comments made by you Mayor fell way short and need correction. You Mr. Mayor claimed
25 that the fire department has been kinda toxic with me as the liaison blaming the toxicity on me?
26 Seriously, where did you get your facts for this comment? I went back through the Jerry Streich
27 report, and I could not find the word 'toxic' anywhere. First, I want to acknowledge the concerns
28 raised in the recent efficiency report. While some firefighters have expressed feeling supported by
29 the city leadership, others have voiced about perceived micromanagement. It is important to note
30 that these concerns highlight a need for improvement communication and collaboration, which I
31 have offered from day one, not toxicity. Nowhere in the report was there an indication of a toxic
32 environment created by the liaison. Nowhere in the report does it ever mention, not once, that the
33 liaison was toxic or created a toxic environment. If find the statement made by you, Mr. Mayor,
34 disrespectful falsified comment like you made that create a toxic environment on council. In my
35 opinion, as your liaison, I have consistently prioritized open communications with the fire department
36 meetings with the fire chief immediately after being assigned to the liaison position and offering 24/7
37 availability to address any issues or concerns. Which numerous fire fighters have used. I have
38 advocated for increased pay finding to recognize the invaluable contributions of our volunteer fire
39 fighters and told by the Chief the firefighters don't need any more money. I totally disagreed with
40 this statement by the Chief. I have requested more detailed budget proposals to ensure transparency
41 and accountability while looking for options to fund this request. I think it's worth noting that the
42 report mentions some feel they are micromanaged by council, and some say I am less engaged. The
43 role of a liaison is to communicate coordinate, collaborate, with all the parties involved. Even though

1 I have a full-time job, I will not be able to make all the meetings. The fire department meetings fall
2 on Monday nights the same night as most city council meeting nights. I urge you Mr. Mayor to take
3 back your statement because it was not factual. We have some issues that the report clearly
4 identified with the fire department, and it is up to us to ensure that our firefighters have the property
5 resources and support they need from us and the residents to serve our community effectively. Your
6 false statements and reason regarding a change does nothing to help achieve the goal.

7 Erkel stated that it seemed illegal to make such negative comments to a public news source and
8 asked Larson to address the situation.

9 Larson stated that the First Amendment allows individuals to say anything they want.

10 Miller handed in a guideline and instructed staff to put together a barndominium ordinance in East
11 Bethel and get it into the next work meeting to discuss.

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 favor say
16 aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

17 Meeting adjourned at 8:10 p.m.

18 Submitted by:

19 Lilian Rokosz

20 *TimeSaver Off Site Secretarial, Inc.*

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL WORK MEETING

February 10, 2025

The East Bethel City Council met on February 10, 2025, at 6:00 p.m. for the regular City Council Work meeting at City Hall.

MEMBERS PRESENT: Ardie Anderson Suzanne Erkel Tim Miller
 Jim Smith

ALSO PRESENT: Matt Look, City Administrator
 Carrie Frost, Administrative Coordinator

1.0 – Union Contract Negotiation Process

Look stated that staff put together an idea of 24 hours with a 1-hour contingency, estimating around \$2,156 to negotiate this. Look stated that the range would be around \$2,000-20,000.

Erkel stated that personally, she thinks the staff should negotiate what the Council tells them to negotiate. Erkel stated that she believes that staff is doing the bidding of the Council not negotiating their own salary.

Miller stated he has no problem with what Erkel stated. Miller stated that staff can negotiate but it needs to be brought back to Council for them to decide and do it at a cheaper price, closer to \$2,000.

Smith asked if there is anyone on staff that understands how to negotiate Union. Look stated that he is not sure if Jeziorski has negotiated in the past.

Anderson asked if the percentage carries over to the rest of the personnel. Look stated that generally it is the practice to replicate it.

Look stated that they could call around to other cities that may have settled contracts already and see what has been agreed to.

Anderson asked what Union it is. Look stated that he does not have that information.

Smith stated that he is curious if all the cities have the same Union for their Public Works.

Smith asked how long they have to figure this out. Look stated it expires at the end of the year, so they are trying to get a path to move forward then they can schedule the meetings and get it settled.

Look stated that the Union is the MNPEA.

2.0 – Appointment of EDA Members

Look presented the staff report indicating the prior council had indicated an interest in transitioning the EDA membership over to elected officials. After reviewing the legality of transitioning EDA membership, the City Attorney advised that it would need to happen when terms expire.

Erkel stated that she was on the EDA for a year, and while she was on the Board, she never saw them do anything worth their time. Erkel stated that they gave a good idea here and there, but they are ideas that could have been brought forward at the public comment.

Erkel stated that most of the stuff listed in the staff report was not done by the EDA. Erkel stated that she thinks the EDA could be switched over to be filled with the City Council members.

1 Anderson stated that he somewhat disagrees with what Erkel stated because they are always asking
2 for the residents to participate in things, and the EDA members enjoy being on the Board and doing
3 these things. Anderson thinks they should enable them to do it, since the City Council gets the final
4 say no matter what.

5 Erkel stated that she could agree with Anderson if it got switched up a little bit, but the people who
6 have been on there have been on the Board for 10-20 years.

7 Smith stated that he agrees with Erkel because he has not seen much accomplished from the EDA in
8 the past.

9 Smith stated that he thinks they should move to have the City Council take over the EDA. Miller
10 agreed. Look stated that they will add it to the City Council agenda for tonight's meeting.

11 **3.0 – Secure Facility Policy**

12 Look presented the draft policy for Safety and Security at City Facilities.

13 Erkel asked if they should add something regarding the accountability of property. Look stated that
14 they began looking at this because of the potential HIPPA violations that could occur due to a lack of
15 security.

16 Smith stated that the draft policy looks good to him and understands that this is something that they
17 need.

18 Erkel asked if the key cards would be needed at all doors and City buildings. Look stated that they got
19 authorization to do the Fire Stations, Ice Rink, Whispering Aspens, and City Hall, and it will be a
20 streamlined approach with cameras as well.

21 Miller stated that this will also help cut down the liability on the City for incidents that occur.

22 Anderson asked why the Auxiliary Fire Department is being singled out in the policy. Look stated that
23 they copied this from Andover, and the auxiliary presents a quasi-scenario when volunteers may
24 access a facility more than anyone else.

25 Erkel stated that under 10b, "should not" should be changed to "will not".

26 Look stated that he would bring this back with the desired changes to a City Council meeting.

27 **4.0 – Dog License Ordinance**

28 Look presented information regarding a revision of City Ordinance, Chapter 10, Article II, Dogs and
29 Article III, Rabies Control.

30 Frost stated that compliance rates are getting lower and lower. Frost stated that with microchips and
31 social media, lost pets are returned to their owners before the City is notified.

32 Miller asked if there is a situation where the City could become liable for something. Frost stated that
33 Larson would be the person to ask about that.

34 Erkel asked if there would be a public hearing to eliminate this Ordinance.

35 **5.0 – Adjourn**

36 Work Meeting adjourned at 6:44 p.m.

37 Submitted by:

38 Lilian Rokosz, *TimeSaver Off Site Secretarial, Inc.*

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

February 10, 2025

The East Bethel City Council met on February 10, 2025, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Ardie Anderson Suzanne Erkel Tim Miller
Jim Smith

ALSO PRESENT: Matt Look, City Administrator
Eric Larson, City Attorney
Kendra Lindahl, Interim City Planner/Community Development Director

1.0 Call to Order

The February 10, 2025, City Council meeting was called to order by Mayor Anderson at 7:00 p.m.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Adopt Agenda

Smith stated I'll make a motion to adopt tonight's agenda with an addition of Appointment of EDA Members under "Other". Miller stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. All in favor. Anderson asked any opposed? That motion passes. Motion passes unanimously.

4.0 Presentations and Public Hearings

None.

5.0 Public Forum

None.

6.0 Consent Agenda

Item A: Approve Bill List

Item B: ~~Approve Meeting Minutes January 27, 2025 City Council Meeting~~

Item C: ~~Approve the Hire of City Planner~~

Item D: Approve the Advertisement for Public Works Seasonal Employees

Item E: 2025 SafeAssure Contract Renewal

Erkel requested to pull Item C. Smith requested to pull Item B.

Erkel stated I'll make a motion to approve Consent Agenda as amended. Smith stated I'll second.

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

6.0 B Approve Meeting Minutes January 27, 2025 City Council Meeting

Smith stated that the minutes lack complete accuracy, and he will get information to Look to correct them.

1 **Smith stated I'll make a motion to table Item B of the Consent Agenda. Erkel stated I'll second.**
2 Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any
3 opposed? That motion passes. **Motion passes unanimously.**

4 **6.0 C Approve the Hire of City Planner**

5 Erkel stated that she is very excited about the new City Planner. Erkel also asked where that puts
6 Landform now that there has been a City Planner hired. Look stated that they will utilize Landform to
7 train her and then they can use Landform on an as-needed basis to assist or help out.

8 Erkel asked how long it should take to train the new City Planner. Lindahl stated that she thinks it will
9 be a transition period of about 3-6 months, and they will be here to support her and teach her.

10 Erkel stated that it seems extravagant to have hired someone without any experience at a \$29/hour
11 pay rate and that it does not seem like a good expenditure of their money. Look stated that the
12 market is very tight out there, and they are very fortunate to have found someone who also has
13 knowledge of the area.

14 Look stated that the schools do not seem to be turning out students who desire to be city planners at
15 a rate at which they are needed, so it makes the people who are good and have a willingness to learn
16 hot commodities.

17 Erkel asked if they have gotten any applications for the Community Development Director. Look
18 stated that they have received 2 applications, and they are still working on filtering through those.
19 Erkel asked if they would be working 20 hours/week. Lindahl stated that it depends on how many
20 applications they receive, and time will decrease as she picks things up.

21 **Erkel stated I'll make a motion to approve Item C of the Consent Agenda. Miller stated I'll second.**
22 Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any
23 opposed? That motion passes. **Motion passes unanimously.**

24 **7.0 New Business. Commission, Association, and Task Force Reports**

25 No reports given

26 **8.0 Department Reports**

27 **8.0 A Community Development**

28 **8.0 A.1 Barndominiums: City Code Revision**

29 Lindahl presented information regarding considering an Ordinance amendment to address
30 "barndominiums" in East Bethel and stated that the City will need to create a definition that clearly
31 defines the use.

32 Smith asked for clarification that the City does not allow steel siding. Lindahl stated that they do not
33 allow it on single-family homes.

34 Lindahl asked the Council for direction regarding what is a barndominium, whether there should be a
35 limit to the size of the accessory square footage, whether there should be architectural standards
36 that are different than the traditional residential single-family home standards, and whether there
37 are any concerns about them being primarily used for business operations.

38 Look stated that they struggle sometimes with home occupations that are not licensed. Look stated
39 that he personally likes home occupations, but they are required to be licensed in this City.

40 Anderson asked if in the Code it says that if you have an attached garage, it cannot be bigger than the
41 house itself. Lindahl stated that they have a minimum garage size but not a maximum.

1 Erkel asked if people would have an additional residence in addition to the barndominium or if this
2 would be their primary residence and garage. Lindahl stated that this is like a single-family residence
3 that adds on a much larger two-car garage.

4 Look stated that size and location would be considerations, but in the rural residential it may be a
5 great fit out there.

6 Miller stated that the original notes on this discussion were for rural residential and/or ag with 2.5-3+
7 acres. Erkel stated even 1.5+ acres could be used to allow for people who have just shy of 2 acres.

8 Smith stated that they were looking at this too to try and make it more affordable versus stick build
9 and open up opportunities for residents to come here.

10 Lindahl stated that 2 acres is the minimum lot size in the rural residential and ag districts. Lindahl
11 stated it would be nice to clean up a couple of inconsistencies in the accessory space.

12 Lindahl added that they do not currently have a maximum garage space for an attached garage and
13 asked if that is something they would like to have.

14 Erkel stated that she does not mind the steel siding, she just does not want it to look like steel siding
15 and should resemble a private dwelling rather than a pole barn.

16 Miller stated that with the advancements in what they have for steel siding, it is pretty heavy-duty
17 stuff that does not need to be painted and is a lot better than putting something like vinyl. Miller
18 added that it is more affordable for residents and will last longer.

19 Lindahl asked if the Council would like her to bring some information back to present before having a
20 public hearing. Erkel asked if they could get it before the packet gets sent out so they can review it
21 before the meeting.

22 Look stated that no decision is needed tonight, they are just looking for feedback.

23 Lindahl gave a brief summary of what was discussed, including general support for establishing
24 standards for barndominiums, looking at minimum standards for higher quality steel siding, not a lot
25 of concerns with size but will be compared to other accessory structures in the Ordinance.

26 Miller just asked that it not stalled out for another year. Lindahl stated they would be back next
27 month with a draft.

28 **8.0 B Engineer Report**

29 None.

30 **8.0 C City Attorney**

31 None.

32 **8.0 D Finance**

33 None.

34 **8.0 E Public Works**

35 None.

36 **8.0 F Fire Department**

37 None.

38 **8.0 G City Administrator Report**

39 **8.0 G.1 Comcast Right-of-Way Agreement**

1 Look stated that they needed to put together a Right-of-Way agreement due to Comcast providing
2 service to Elevage in their right-of-way. Look presented the final agreement that was agreed to by
3 Comcast, and the Attorneys gave their oversight.

4 Larson stated that East Bethel has a Cable Franchise type of governance that dates back to the 1970s.
5 Larson stated that the State and local have been looking at how to realign their code, structures, and
6 agreements for particular private utilities to use the public right-of-way.

7 Larson stated that this is not a cable franchise so a franchise agreement cannot be imposed upon
8 them, but the City's right-of-way has a fee permit of \$300. Larson stated that a right-of-way
9 agreement needs to be put together.

10 Larson stated that they took a right-of-way agreement from the City of Wayzata and took out
11 anything that is going to be an easement, put a term limitation on it, added that they pay the City's
12 legal and professional fees, a \$5,000 permit, fee plus \$5000 per year thereafter with 5% annual
13 increase. Locations must work within the right-of-way and in conjunction with public utilities, and if
14 relocation for Comcast facilities is needed, it will be a Comcast expense, and have adequate security.

15 Larson thinks they have an excellent right-of-way agreement that is a win-win for this development,
16 the City, and Comcast and recommends approval.

17 Miller thanked Larson for the work they put into this agreement and it is clear they worked hard to
18 put the City first.

19 **Erkel stated I'll make a motion to approve the Comcast Right-of-Way Agreement. Miller stated I'll**
20 **second.** Anderson asked any discussion?

21 Erkel asked if Comcast can only go in the area where Elevage is or if it will be expanded to where the
22 businesses are. Larson stated that it is limited to the map with respect to the City's rights-of-way; if
23 they are able to go across private property, that is fine, but they cannot use any other City's rights-of-
24 way that are not included in the map.

25 Erkel asked why they chose Wayzata for the agreement. Larson stated that he asked Comcast for
26 their best agreement, and they chose Wayzata.

27 Smith asked if there would be a separate new right-of-way for Viking Meadows. Larson stated that if
28 they use Midco, it covers cable and internet, but if they use Comcast or another company, then they
29 could see another right-of-way agreement for such use.

30 Larson stated that this is about looking at private utility use of their right-of-way and having control
31 and making sure that there is a fair level playing field wanting to provide the most robust services to
32 their residents.

33 Erkel asked how long the contract is for. Larson stated that it is for 8 years.

34 Larson stated that if there is not a notice within 90 days of termination from either party, it would
35 renew for another year. Larson stated that the 5% annual increase would kick in until it is
36 renegotiated or terminated.

37 Erkel asked if Comcast would be using fiber optic cables or what would be used. Larson stated that it
38 is all below-ground cable and assumes that it is fiber optic.

39 Miller asked if the renewal for each year is \$5000 plus the 5%. Larson stated that is correct.

1 Anderson asked if, in the 3+ miles of right-of-way, anyone along there can tap into Comcast. Larson
2 stated that they would have to work out their deal individually with Comcast to run the line from the
3 right-of-way to their house.

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

6 **9.0 – Other Items**

7 **9.0 A Staff Report**

8 Look updated that the legislature is in session, and they have 2 bills being drafted at the moment.
9 Look stated that he is being told that there is a ceiling to the amount of bonding that can take place
10 this year, the ceiling is established based on future projections of taxes coming in and the capacity
11 there is.

12 Look stated that they are saying it is about a \$700 million ceiling and of that the roads will be a main
13 share of that, and other projects play second to roads.

14 Look stated that in regard to the clean water project on Sims and 65, clean water projects always play
15 well with the State.

16 **9.0 B Council Reports**

17 Erkel stated that she attended the local officials meeting about a week ago, and Look's name came up
18 regarding the State's unfunded mandates. Erkel stated that they discussed voting, the voting process,
19 and where it is secure and not secure.

20 **9.0 C Other**

21 Look stated that at the work session earlier this evening, the 2 vacancies on the EDA and transitioning
22 the EDA over to elected officials were discussed, and there was a consensus to transition membership
23 over the elected officials. Look stated that there needs to be a motion for that transition and to
24 declare vacancies for 2 positions on the EDA.

25 Erkel asked for clarification on the members of the EDA. Larson stated that he can work with the City
26 Administrator to bring the action item steps to the Council as soon as possible.

27 Look stated that he believes there needs to be 2 vacancies declared at this point and then the process
28 of transitioning can take place.

29 Larson stated that vacancies do not have to be declared as soon as they are vacant, so that can be
30 deferred to another future meeting if desired.

31 **Smith stated I'll make a motion to direct staff and City Attorney to draft necessary documents and**
32 **declare 2 vacancies on the EDA. Miller stated I'll second.** Anderson asked any discussion? To the
33 motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion**
34 **passes unanimously.**

35 **10.0 Adjourn**

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

38 Meeting adjourned at 7:54 p.m.

39 Submitted by:

40 Lilian Rokosz

41 *TimeSaver Off Site Secretarial, Inc.*

LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund

10% Lawful Gambling Contribution Fund Allowance

Minnesota Statutes, Section 349.213, Subdivision 1, Paragraph (f)(2), allows a city or county to require (by ordinance) an organization to contribute up to 10% per year of net profits to a fund that the city or county administers.

For purposes of the 10% contribution, net profits are gross profits less amounts expended for that site's allowable expenses and portion of lawful gambling taxes.

- * The 10% contribution requirement may only be applied to net profits derived from lawful gambling conducted at premises within the city or county's jurisdiction.
- * A city or county may request from an organization a copy of the site's LG100A showing that site's net profit.
- * Organizations must make 10% fund checks payable to the city or county requiring the funds, and not to any other payee.
- * A licensed organization that contributes to the 10% fund may not be a beneficiary of that fund.
- * A required contribution is different from a voluntary contribution to units of government (under lawful purpose Code A10) for government programs and projects, and cities or counties are not required to report voluntary contributions to the Board.

City or County Information

City or County Name (may not be township): _____ This report is for calendar year 20____

Address: _____ City: _____, MN Zip: _____

Financial Information, 10% Lawful Gambling Contribution Fund

- 1. Contribution rate** 1. _____ %
 - Up to 10% per year of net profits (may not exceed 10%; may not be a variable rate).
- 2. Fund balance as of December 31 of previous calendar year** 2. \$ _____
 - If none or negative, enter 0.
- 3. Interest earned, if any, on fund balance for the calendar year** 3. \$ _____
- 4. Contributions received from licensed organizations for the 10% contribution fund:**
 - Use separate line for each site in your jurisdiction; use additional sheets if necessary.
 - You may use one total for "Amount Contributed" per organization, rather than per site.
 - Checks for contributions to the 10% fund **must be written to the city or county** and deposited in a fund administered by the city or county before the city or county may make expenditures from this fund.
 - Do not include amounts received for a local gambling regulatory tax or an investigation fee, or any voluntary contributions made to a city or county by an organization (see LG555).

Name of Licensed Organization	Organization License #	Site/Premises Name	Amount Contributed

Enter total amount contributed on Line 4 4. \$ _____

- 5. Total required contributions and interest (add Lines 2, 3, and 4)** 5. \$ _____
- 6. From Page 2, enter total of expenditures the city or county made from its 10% fund** 6. \$ _____
(Note: The Line 6 amount may not exceed the amount of Line 5.)
- 7. Year-end balance on December 31** (Line 5 minus Line 6; enter 0 if negative balance) 7. \$ _____

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



Date: February 24, 2025

Agenda Item Number: 8.0 G.2

Agenda Item: East Bethel Facility Access Policy

Background Information:

The prior council had indicated an interest in evaluating and implementing a secure facility policy for East Bethel. After researching the request, it was determined that other communities have successfully used to prevent unauthorized access. After reviewing Andover's Facility Access Policy, changes were made to tailor the policy to East Bethel. The purpose of the policy is to prevent the unintended dissemination of private data and protect the public from access to areas that could compromise the safety of the public or present a risk to the operations of the organization.

Fiscal Impact: To Be Determined

Recommendation(s): Staff recommends Council consider adopting the Facility Policy

East Bethel City Owned Facilities

Policies and Procedures for Facility Access

Policy Title: Safety and Security

Section: Health and Safety

Number: 1000-0001

Authority: City Administrator

Date: 2/11/2025

Page: 1 of 4

1. PURPOSE:

The safety of the cities full time and part time employees is of the utmost concern. All employees have a responsibility to help maintain the safety and security of co-workers, customers, facilities and property. Employees should immediately contact their supervisor or sheriff if they observe anything that could pose a threat to the safety or security of employees, customers, facilities, or property.

It is the responsibility of each employee to:

- a) Understand and follow all rules and safety standards.
- b) Report all safety or security issues immediately.
- c) Know the safe and proper use of any tool, piece of equipment or vehicle before it is used.
- d) Operate all tools, equipment and vehicles in a safe and careful manner.
- e) Comply with state law and wear seat belts whenever driving or riding in City vehicles or personal vehicles while performing City business.
- f) Assure our buildings remain secure and issued access controls are secure and not loaned, issued, or copied to be distributed to those not part of our organization.

2. ACCIDENTS / INJURIES

Employees must report all accidents and injuries to their supervisor within 24 hours, no matter how small or insignificant the injury appears to be. Failure to make timely reports may jeopardize benefits and lead to termination. The supervisor (s) shall also report all accidents and injuries to the City Administrator/Deputy within twenty-four hours of the event.

3. REPORTING UNAUTHORIZED ACCESS

Incident Reporting:

Any unauthorized access or attempts to gain access by non-active personnel must be reported immediately to the City Administrator for investigation.

4. REVIEW OF SECURITY INCIDENTS:

A review committee will evaluate incidents of unauthorized access annually to improve protocols.

5. IDENTIFICATION CARDS

The City shall issue photo identification cards to all members. These cards are for the use of the assigned member only and cannot be transferred or loaned to someone else. To maintain security, lost or stolen cards must be immediately reported to the City Administrator. Employees may be charged for lost cards. Identification cards are property of the City and must be returned upon termination of employment or at the request of management.

6. ACCESS CONTROL SYSTEM

Only active employed personnel will be granted access cards. Card readers will record entry and exit times for all personnel. Logs will be reviewed on a regular basis by the department head.

7. SAFETY

Members should be vigilant in looking for any potentially hazardous conditions or unsafe practices and immediately reporting these conditions to their station officer(s). The City has established a safety committee to assist with the detection and prevention of unsafe conditions.

8. NON-PUBLIC AREAS

All non-public work areas are for employees only. Members of the general public must be invited and accompanied by an employee to be admitted to these areas. Employees are responsible for the individuals they bring into secured areas. Employees should exercise caution when dealing with angry or hostile individuals on City property. Do not invite angry or hostile individuals into non-public areas. If an individual makes threatening comments or displays other erratic behavior, notify the Anoka County Sheriff immediately.

Auxiliary Fire Department Protocol:

Auxiliary members must be supervised by at least one active firefighter while present in the fire station. This means, must be let in and let out by an active firefighter.

Scheduled shifts for auxiliary personnel should be coordinated with active firefighting staff to ensure compliance.

9. WEAPONS

Unlawful possession or use of weapons, including handguns and firearms, by City employees, members, and volunteers is prohibited on City property; in City vehicles; while driving or riding as a passenger in a personal vehicle or any types of mass transit on City business; working off-site on behalf of the City; performing emergency or on-call work after normal business hours and on weekends; working at private residences or businesses on behalf of the City, and attending training or conferences on behalf of the City.

Exceptions to this policy are as follows:

- a) This policy does not apply to an employee who is showing or transferring the weapon or firearm to law enforcement officers as part of an investigation.
- b) This policy does not apply to sworn law enforcement officers and other employees who are in possession of a weapon or firearm as part of their official duties.
- c) This does not apply to employees with lawful conceal carry permits.

Although the City cannot prohibit members of the public from possessing a weapon on public property, appropriate precautions can be taken. Following are instances when employees should dial 9-1-1 for law enforcement assistance.

- a) Individual makes threats towards someone.
- b) An individual acts suspicious or appears out of a normal state of mind.
- c) An individual uses a handgun in a manner that would cause a reasonable person to feel threatened (for example, the individual is recklessly handling a handgun or pointing the gun at someone).
- d) An individual displays a handgun or makes comments about a weapon or handgun in a manner that would cause a reasonable person to feel threatened.

10. EMERGENCY RESPONSE APPS

- a) Employees are prohibited from releasing information (to include screen shots and all forms of dissemination) from apps that are used to dispatch first responders. (example of this is the First Due app used by the Fire Department)
- b) The Active 911 app shall be limited exclusively to active firefighting personnel. Auxiliary members and retired personnel will not have access to this app on their devices, due to private information.

- c) Active personnel must acknowledge their understanding of the proper use of the Active 911 app during regular training sessions. The City Administrator, Mayor , and active City Council members may also have access to app if requested .