

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: March 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. 2024 Audit Presentation: Abdo – Res. 2025-15, Accepting 2024 Audit (p. 3-4)
- B. Anoka County Sheriff Office Monthly Report (p. 5-11)
 - 1. Introduction of Deputies
- C. Fire Department Monthly Report (p. 12-15)
- D. Public Hearing: Ordinance Change – Dog Licensing (p. 16-30)

5.0 Public Forum

6.0 Consent Agenda (p. 31-32)

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. 33-38)
- B. Edited Minutes: February 24, 2025 City Council meeting (p. 39-43)
- C. Minutes: March 10, 2025 City Council meeting (p. 44-54)
- D. Res. 2025-16, Approving Application for Raffle Permit for Crush ALS (p. 55)
- E. Res. 2025-17, Approve Application to Conduct Off-Site Gambling for Booster Day (p. 56)
- F. Approve the Capstone LLC Contract (p. 57-63)
- G. Approve the Advertisement for Fire Chief|Emergency Mgmt Director (p. 64-66)
- H. Approve Emergency Operating Procedure
- I. Res. 2025-18, Approving Support for the Retention of City Zoning Authority (p. 67-68)

7.0 New Business - Commission, Association and Task Force Reports

- A. Planning Commission
 - 1. Variance: Driveway Access, 1670 229th Lane NE (p. 69-82)
- B. Economic Development Authority
- C. Park Commission

8.0 Department Reports

- A. Community Development
 - 1. Draft Ordinance Amendment - Barndominiums (p. 83-101)
- B. Engineer

- C. City Attorney
- D. Finance
- E. Public Works
- F. Fire Department
- G. City Administrator

9.0 Other

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

10.0 Adjourn

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



Date: March 24, 2025

Agenda Item Number: Item 4.0 A

Agenda Item: Presentation of the Annual Financial Statements and Auditor’s Management Letter

Background Information:

The 2024 Annual Financial Report has been prepared, audited and is presented for review and approval. Abdo, the City’s Auditor, will present the report to Council.

Attachment(s):

1. [2024 Financial Report](#) *(please use hyperlink to view this protected document)*
2. [2024 Management Letter](#) *(please use hyperlink to view this protected document)*
3. [2024 Audit Presentation](#) *(please use hyperlink to view this protected document)*
4. Resolution 2025-15 Accepting the 2024 Annual Financial Report

Fiscal Impact: None

Recommendation(s): Upon completion of the City Auditor’s report, Staff recommends adoption of Resolution 2025-15, accepting the 2024 Annual Financial Report for operations and activities of the City of East Bethel for fiscal year 2024 and direction to submit the report to the State Auditor.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

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

RESOLUTION NO. 2025-15

**RESOLUTION ACCEPTING AND ADOPTING THE 2024 CITY OF EAST BETHEL
ANNUAL FINANCIAL REPORT**

WHEREAS, the 2024 Annual Financial Report of the City has been prepared; and

WHEREAS, the City's auditing firm, Abdo, has completed its review of the financial report; and

WHEREAS, the audit opinion finds that the financial report presents fairly, in all material respects, the financial position of the City as of December 31, 2024.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the City Council hereby accepts and adopts the 2024 Annual Financial Report and directs its submission to the State Auditor.

Adopted this 24th day of March 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Arden Anderson, Mayor

ATTEST:

Mike Jeziorski, Deputy City Administrator

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



Date: March 24, 2025

Agenda Item Number: Item 4.0 B

Agenda Item: Sheriff's Department Report

Background Information:

Lieutenant Derek Peters will present the Anoka County Sheriff's Office monthly report and introduce the Anoka County Deputies assigned to East Bethel for 2025.

Attachment(s):

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

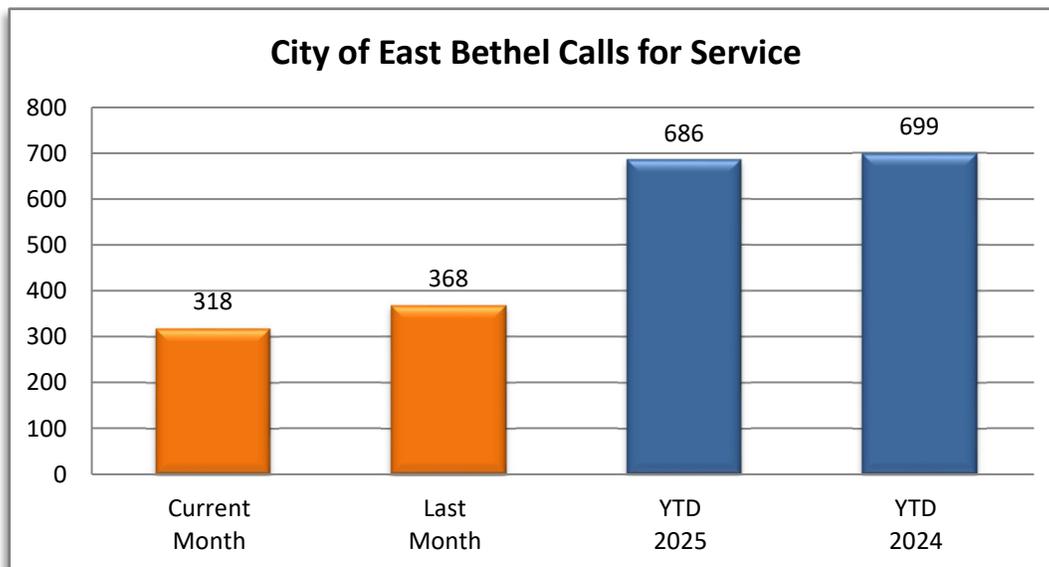
Fiscal Impact:

Recommendation(s): No Action Required

PATROL DIVISION

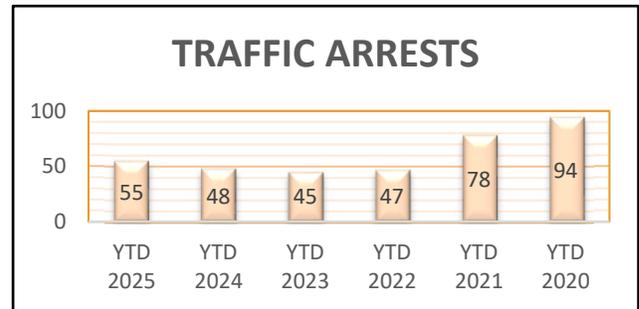
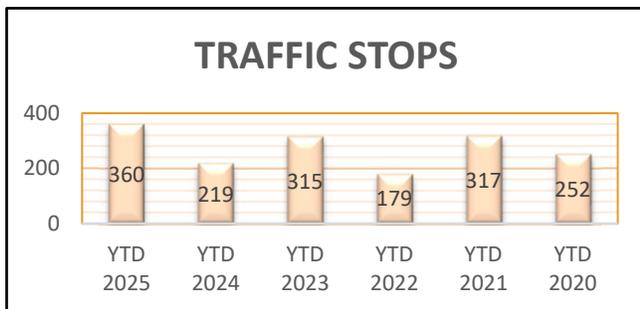
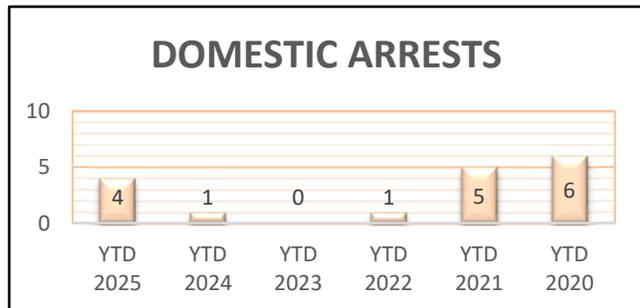
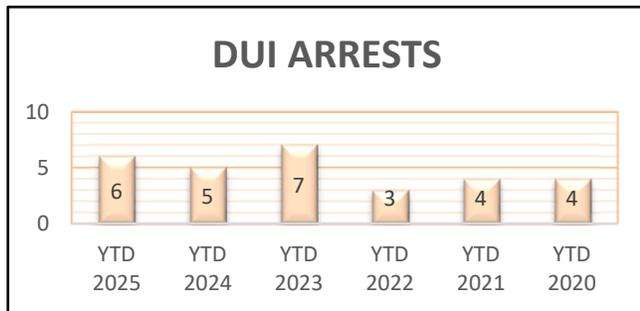
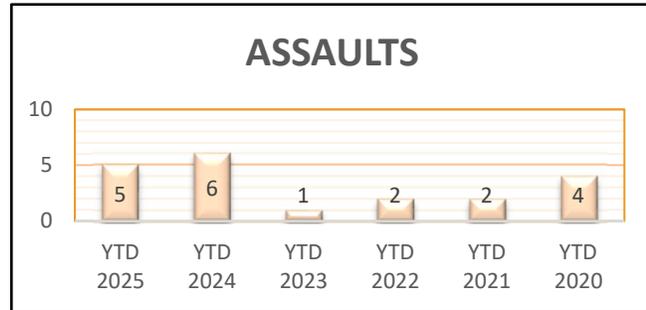
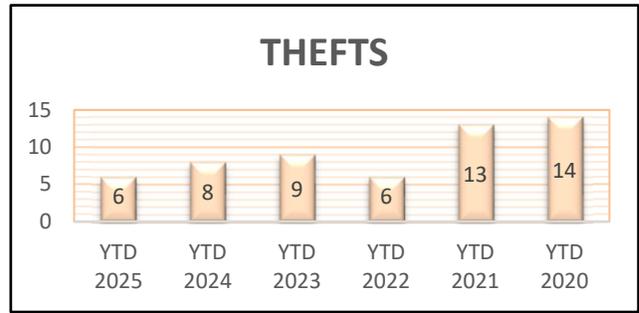
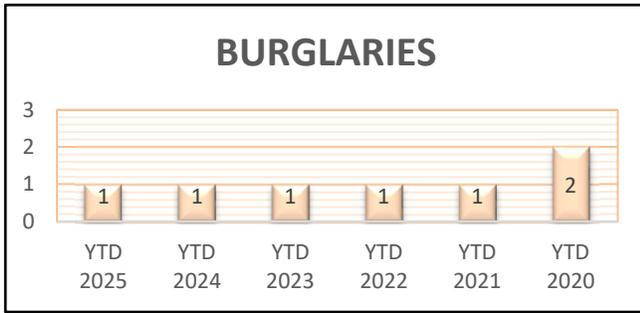
CITY OF EAST BETHEL - FEBRUARY 2025

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2025	YTD 2024
Calls for Service	368	318											686	699
Burglaries	1	0											1	1
Thefts	4	2											6	8
Crim Sex Conduct	0	0											0	1
Assault	3	2											5	6
Dam to Property	0	0											0	5
Harass Comm	0	0											0	0
PI Accidents	3	3											6	6
PD Accidents	20	20											40	39
Medical	63	64											127	109
Animal Complaint	24	22											46	43
Alarms	21	15											36	38
Felony Arrests	6	1											7	10
Gross Misd Arrests	12	3											15	4
Misd Arrests	9	5											14	15
DUI Arrests	3	3											6	5
Drug Arrests	2	0											2	2
Domestic Arrests	3	1											4	1
Warrant Arrests	8	2											10	5
Traffic Stops	177	183											360	219
Traffic Arrests	26	29											55	48



CITY OF EAST BETHEL

YEAR TO DATE - FEBRUARY 2020-2025

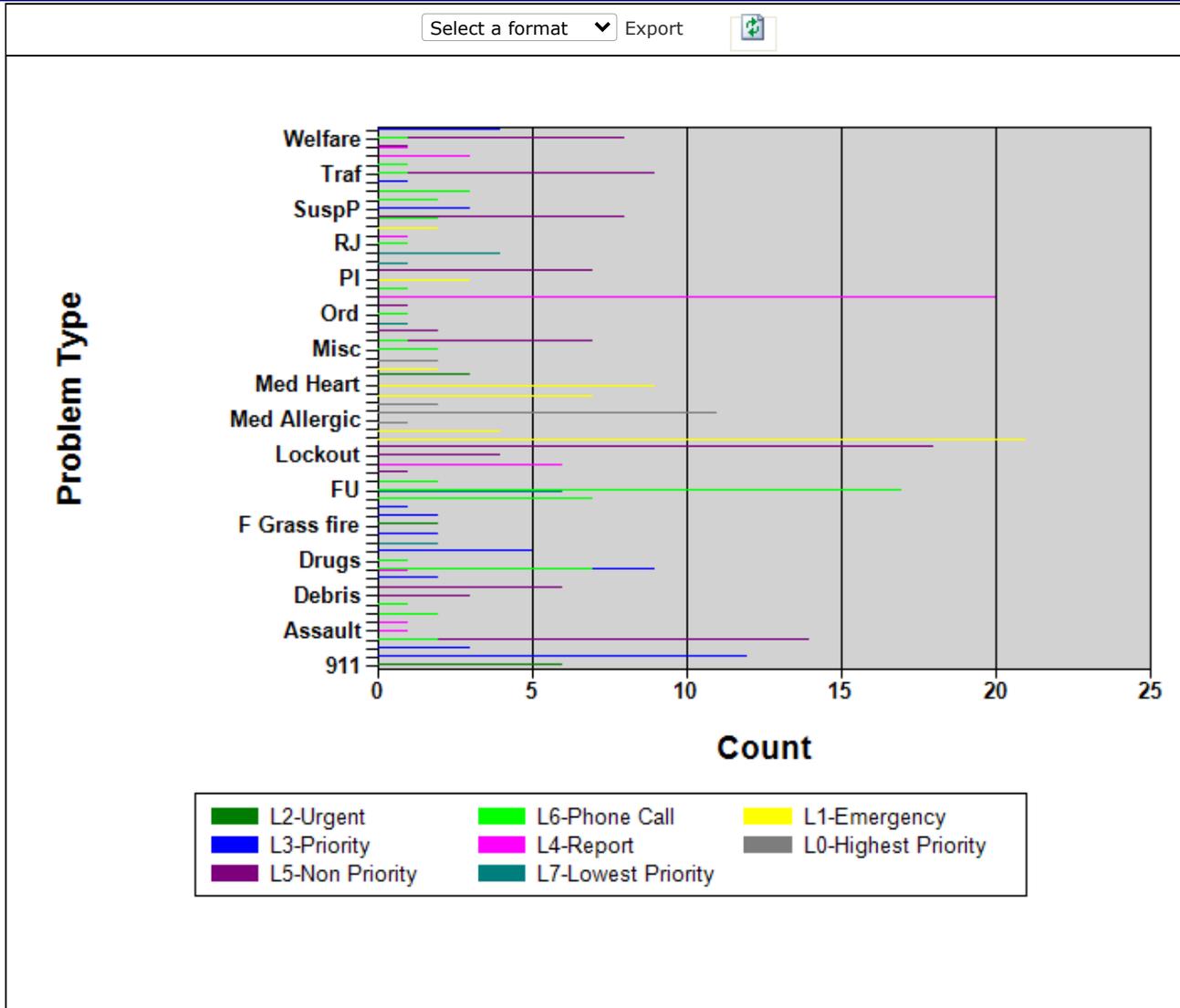


Problem Type Summary

11:13 AM 03/17/2025

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 2/1/2025 To 2/28/2025
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			6						6
Abandon									
Abuse									
AbuseP				12					12
AlarmB									

						Item 4.0 B, Attachment 3	
AlarmCO							
AlarmCOill							
AlarmF			3				3
AlarmFsmoke							
AlarmHoldup							
AlarmV							
AlarmWF							
Animal					14	2	16
AnimalResc							
Arson							
Assault				1			1
AssaultP							
Boat Assist							
Bomb							
BombP							
Broadcast							
Burg				1			1
BurgP							
Civil						2	2
CivilP							
CSC						1	1
Debris					3		3
Deer					6		6
Disorderly			2				2
Dom			9	1		7	17
DomP							
Drugs					1	1	2
DUI			5				5
Dumping							
Escort							
ExPat						2	2
F Aircraft							
F Assist							
F CleanUp							
F Collapse							
F Dump							
F Elec Smell							
F Expl							
F Gas Odor In							
F Gas Odor Out			2				2
F Grass fire		2					2
F Illegal			2				2
F Misc							
F Mutual Aid							
F Oven							
F Powerlines							
F SmokeIn							
F SmokeOut			1				1
F Structure							
F Train							
F Veh							
F Water Rescue							
Fight							
Flood in							
Flood out							
Fraud					1	7	8
FraudP							
FU						17	6
FW							
Gun							
Harass						2	2
Info					1		1
Lift Assist				6			6
Liq							
Lockout					4		4
LockoutP							

MA					18	Item 4.0 B, Attachment 3		18
MASS								
Med -	21							21
Med Abdominal Pain	4							4
Med Alarm								
Med Allergic	1							1
Med Assault								
Med Bleed								
Med Breathing Diff	11							11
Med Breathing Not	2							2
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	2							2
Med Uncon	2							2
Medex								
Misc					2	2		4
MiscO					7	1		8
Noise					2			2
NoTag							1	1
Ord						1		1
Other								
Park					1			1
PD				20				20
Person						1		1
PI	3							3
POR					7			7
Property								
PW							1	1
REPO-TOW							4	4
RJ			1		1	1		3
RoadClosure								
Robbery								
RobberyP								
Shots								
Slumper				1				1
StolenProp								
Suicide								
SuicideP	2							2
Susp					8	2		10
SuspP			3					3
Theft						2		2
TheftP								
Threat					1	3		4
ThreatP			1					1
Traf					9	1		10
Tres						1		1
UNK								
Unsecure				3				3
Vand								
VandP								
VehTheft				1	1			2
VehTheftP								
Weapon								
Weather								
Welfare					8	1		9
WelfareP								
WT								4

Total

16	48	11	45	34	95	Item 4.0 B, Attachment 3	35	14	318
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**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: March 24, 2025

Agenda Item Number: Item 4.0 C

Agenda Item: Fire Department Report

Background Information:

Interim Fire Chief Jerry Streich will present the Fire Department's monthly report.

Attachment(s):

Attachment 1 – February 2025 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



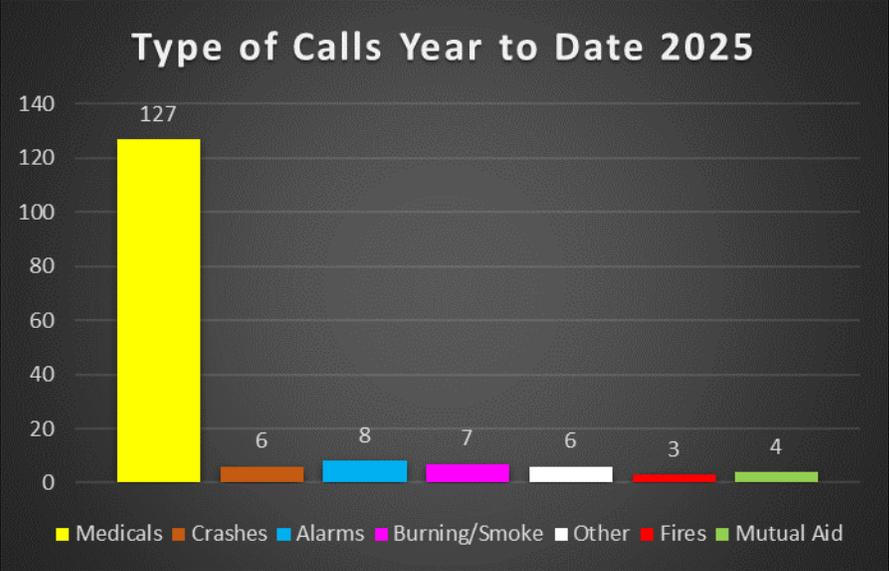
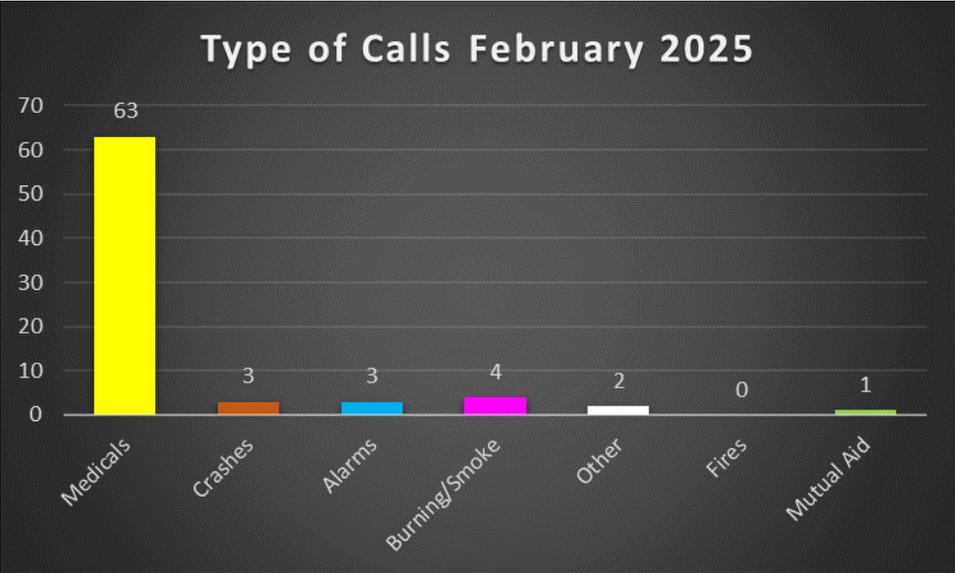
East Bethel Fire Department February 2025 Response Calls

Incident No.	Incident Date	Street Address	Incident Type
86	2/1/2025	23455 Isetta Street Northeast	EMS call
87	2/1/2025	19131 Taylor Street Northeast Apt 327	EMS call
88	2/1/2025	19919 East Bethel Boulevard Northeast	EMS call
89	2/1/2025	18164 Hwy 65 Northeast Apt 52	EMS call
90	2/1/2025	426 Viking Boulevard Northeast	EMS call
91	2/2/2025	151 Maple Road Northeast	EMS call
92	2/3/2025	18164 Hwy 65 Northeast Apt 104	EMS call
93	2/3/2025	24355 Hwy 65 Northeast Apt 159	EMS call
94	2/4/2025	24355 Hwy 65 Northeast Apt 179	EMS call
95	2/4/2025	20870 Buchanan Street Northeast	EMS call
96	2/7/2025	19131 Taylor Street Northeast Apt 228	EMS call
97	2/7/2025	24355 Hwy 65 Northeast Apt 38	EMS call
98	2/7/2025	3605 Viking Boulevard Northeast	EMS call
99	2/8/2025	19131 Taylor Street Northeast Apt 228	EMS call
100	2/9/2025	3301 Viking Boulevard Northeast	EMS call
101	2/9/2025	22729 Tippecanoe Street Northeast	Alarms
102	2/9/2025	20913 Hastings Street Northeast	EMS call
103	2/9/2025	Durant Street Northeast and 229th Ave NE	Burning/Smoke
104	2/9/2025	3806 191st Avenue Northeast	EMS call
105	2/10/2025	1945 189th Avenue Northeast	EMS call
106	2/10/2025	Hwy 65 Northeast and Viking Blvd NE	Other
107	2/10/2025	20512 University Avenue Northeast	EMS call
108	2/10/2025	950 229th Avenue Northeast	EMS call
109	2/11/2025	23039 Hwy 65 Northeast	EMS call
110	2/11/2025	209th Avenue Northeast and Hwy 65 NE	Burning/Smoke
111	2/11/2025	322 Laurel Drive Northeast	EMS call
112	2/11/2025	18164 Hwy 65 Northeast Apt 154	EMS call
113	2/12/2025	24355 Hwy 65 Northeast Apt 163	EMS call
114	2/12/2025	1960 221st Avenue Northeast	EMS call
115	2/13/2025	1823 221st Avenue Northeast	Crash
116	2/13/2025	18164 Hwy 65 Northeast Apt 81	EMS call
117	2/13/2025	22312 Washington Street Northeast	EMS call
118	2/13/2025	18407 Hwy 65 Northeast	EMS call
119	2/14/2025	226th Lane Northeast and Durant St NE	Burning/Smoke
120	2/14/2025	18164 Hwy 65 Northeast Apt 52	EMS call
121	2/14/2025	1516 Briarwood Lane Northeast	EMS call

Incident No.	Incident Date	Street Address	Incident Type
122	2/15/2025	Viking Boulevard Northeast and Isetta St NE	EMS call
123	2/15/2025	Hwy 65 Northeast and 237th Ave NE	Crash
124	2/15/2025	1617 229th Lane Northeast	EMS call
125	2/15/2025	18164 Hwy 65 Northeast Apt 141	EMS call
126	2/15/2025	19131 Taylor Street Northeast Apt 15	EMS call
127	2/16/2025	23503 Isanti Street Northeast	EMS call
128	2/16/2025	19242 Jackson Street Northeast	EMS call
129	2/16/2025	23408 Monroe Street Northeast	EMS call
130	2/16/2025	19131 Taylor Street Northeast Apt 221	EMS call
131	2/17/2025	21764 East Bethel Boulevard Northeast	EMS call
132	2/18/2025	22600 Typo Creek Drive Northeast	Mutual Aid
133	2/18/2025	18530 Buchanan Street Northeast	Alarms
134	2/19/2025	19131 Taylor Street Northeast Apt 221	EMS call
135	2/19/2025	24355 Hwy 65 Northeast Apt 132	EMS call
136	2/19/2025	3806 191st Avenue Northeast	EMS call
137	2/20/2025	24355 Hwy 65 Northeast Apt 163	EMS call
138	2/20/2025	2385 Viking Boulevard Northeast	EMS call
139	2/20/2025	23451 Monroe Street Northeast	EMS call
140	2/20/2025	24355 Hwy 65 Northeast Apt 159	EMS call
141	2/20/2025	160 Bryant Lane Northeast	EMS call
142	2/20/2025	425 Lakeshore Drive Northeast	EMS call
143	2/21/2025	22542 Palisade Street Northeast	EMS call
144	2/21/2025	19131 Taylor Street Northeast Apt 311	EMS call
145	2/21/2025	3331 183rd Avenue Northeast	Other
146	2/22/2025	24355 Hwy 65 Northeast Apt 132	EMS call
147	2/22/2025	18407 Hwy 65 Northeast	EMS call
148	2/23/2025	4305 Sportsman Road Northeast	EMS call
149	2/23/2025	24355 Hwy 65 Northeast Apt 124	EMS call
150	2/23/2025	757 Lakeshore Drive Northeast	EMS call
151	2/25/2025	18164 Hwy 65 Northeast Apt 138	EMS call
152	2/25/2025	19131 Taylor Street Northeast Apt 201	EMS call
153	2/25/2025	4672 236th Lane Northeast	Burning/Smoke
154	2/26/2025	19408 Jamestown Street Northeast	EMS call
155	2/26/2025	19520 West Tri Oak Circle Northeast	Alarms
156	2/27/2025	19354 Jamestown Street Northeast	EMS call
157	2/27/2025	24355 Hwy 65 Northeast Apt 74	EMS call
158	2/27/2025	1623 229th Lane Northeast	EMS call
159	2/27/2025	3605 Viking Boulevard Northeast	EMS call
160	2/27/2025	3605 Viking Boulevard Northeast	EMS call
161	2/28/2025	3943 229th Avenue Northeast	Crash

76 Total calls

- 63 Medicals
- 3 Crashes
- 3 Alarms
- 4 Burning/Smoke
- 2 Other
- 0 Fires
- 1 Mutual Aid



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



Date: March 24, 2025

Agenda Item Number: 4.0 D

Agenda Item: Public Hearing for Ordinance Amendment – Dog Licensing – Chapter 10, Article II, Dogs and Article III, Rabies Control

Background:

A growing number of cities in the metro area are eliminating the requirement of obtaining dog licenses, calling the practice out-of-touch in an age when rabid dogs rarely roam, and people have other ways to find their missing pets. The main reason tends to be mass noncompliance. Few pet owners keep licenses up to date, if they get them at all.

The requirement of a dog license was originally instituted to ensure that animals were vaccinated and could be easily reunited with their owners if lost. Yet, out of 4,000+ households, only a few dozen residents have licenses. Social media and microchips combine to make a highly effective way to locate lost pets, and most pets are reunited with their owners before City staff is even notified.

While applying for a license does require the owner to provide proof of a current rabies vaccination, rabies is far less common today than in the past. Owners already must present vet records to take out pet insurance or enroll in doggy day care. When a dog bite is reported, deputies go directly to the owner to ask about vaccinations rather than checking city records.

The City does not charge for a dog license, so there is no revenue generated from tracking and issuing licenses.

Staff's suggestion is to continue resident dog licensing for the current calendar year (2025) and remove the requirement effective January 1, 2026.

Attachments:

- 1.) Ordinance 2025-02 – clean copy
- 2.) Chapter 10, Article II, Dogs and Article III, Rabies Control – red-line copy

Recommendation:

Staff is requesting City Council hold a public hearing and at the conclusion, review and consider approval of the proposed ordinance changes to amend Article II – Dogs and Article III – Rabies Control that remove the requirements for residents to register their dogs with the City and obtain City dog licenses, effective January 1, 2026.

City Council Action:

Motion by: _____ Second: _____

Vote Yes: _____ Vote No: _____

**CITY OF EAST BETHEL
ANOKA COUNTY, MINNESOTA
ORDINANCE NO. 2025-02**

**AN ORDINANCE AMENDING CHAPTER 10, ARTICLE II AND ARTICLE III
OF THE EAST BETHEL CODE OF ORDINANCES
REGULATING DOGS AND RABIES CONTROL
IN THE CITY OF EAST BETHEL**

The City Council of East Bethel, Minnesota ordains:

Section 1. CHAPTER 10, ARTICLE II, DIVISION 3, SECTION 10-75, SUBD. (a) of the East Bethel Code of Ordinances is hereby amended to read as follows:

Sec. 10-75. Potentially dangerous dog requirements.

- (a) *Requirements.* If after a hearing, if a hearing is requested under section 10-72, the city council finds that the dog is potentially dangerous but does not order the destruction of the dog, the city council shall order one or more of the following as the requirement(s) for the keeping of the dog in the city, which, beginning six months after the dog is declared a potentially dangerous dog, will be reviewed on an annual basis by the city administrator. If, in reviewing the requirement(s) for keeping a potentially dangerous dog, the owner has provided the evidence required under Minn. Stats. § 347.51, subd. 3a. and there have been no ordinance violations for a period of two years, the city administrator may use discretion in determining whether one or more or none of the requirement(s) set forth below will still be required:
- (1) That the owner provide and maintain a proper enclosure for the potentially dangerous dog as defined in section 10-70;
 - (2) That the owner post the front and the rear of the premises with clearly visible warning signs, including a warning symbol, a copy of which will be furnished by the city, to inform children, that there is a potentially dangerous dog on the property in the manner specified in Minn. Stats. § 347.51 in the case of a dangerous dog. The owner must pay a reasonable fee to cover the cost of the warning symbol;
 - (3) That an easily identifiable, standardized tag identifying the dog as potentially dangerous and containing the uniform dangerous dog symbol must be affixed to the dog's collar at all times as specified in Minn. Stats. § 347.51 for a dangerous dog;
 - (4) That the owner provides and shows proof annually of public liability insurance paid in full in the minimum amount of \$300,000.00. The insurance must insure the owner for any personal injuries inflicted by the potentially dangerous dog. The owner shall have 14 days from the request to show proof of insurance, except that if the dog is impounded, proof of insurance must be demonstrated prior to the dog's release;
 - (5) That if the dog is outside the proper enclosure, the dog must be muzzled and restrained by a substantial chain or leash (not to exceed six feet in length) and under the physical restraint of a person 18 years of age or older. The muzzle must be of such design as to prevent the dog from biting any person or animal but will not cause injury to the dog or interfere with its vision or respiration;
 - (6) That all dogs deemed potentially dangerous by the city council be registered with the city within 14 days after the date the dog was so deemed and provide satisfactory proof thereof to the city administrator;

- (7) That the dog must be up to date on rabies vaccination;
- (8) That the owner must allow a compliance official on the owner's property to conduct a site inspection within 14 days of determination of potentially dangerous dog by the city council.

Section 2. CHAPTER 10, ARTICLE II, DIVISION 3, SECTION 10-76, SUBD. (a) of the East Bethel Code of Ordinances is hereby amended to read as follows:

Sec. 10-76. Dangerous dog requirements.

- (a) *Requirements.* If after a hearing, if a hearing is requested under section 10-72, the city council finds the dog to be dangerous but does not order the destruction of the dog, the council shall order all of the following requirements for the keeping of the dog in the city, which, beginning six months after the dog is declared a dangerous dog, will be reviewed on an annual basis by the city administrator. If, in reviewing the requirements for keeping a dangerous dog, the owner has provided the evidence required under Minn. Stats. § 347.51, subd. 3a. and there have been no ordinance violations for a period of two years, the city administrator may use discretion in determining whether any of the requirements set forth below will still be required:
 - (1) That the owner provide and maintain a proper enclosure for the dangerous dog as defined in section 10-70;
 - (2) That the owner post the front and the rear of the premises with clearly visible warning signs, including a warning symbol, a copy of which will be furnished by the city, to inform children, that there is a dangerous dog on the property as specified in Minn. Stats. § 347.51. The owner must pay a reasonable fee to cover the cost of the warning symbol;
 - (3) That an easily identifiable, standardized tag identifying the dog as dangerous and containing the uniform dangerous dog symbol must be affixed to the dog's collar at all times as specified in Minn. Stats. § 347.51;
 - (4) That the owner provides and shows proof annually of public liability insurance paid in full in the minimum amount of \$300,000.00. The insurance must insure the owner for any personal injuries inflicted by the dangerous dog. The owner shall have 14 business days from the request to show proof of insurance, except that if the dog is impounded, proof of insurance must be demonstrated prior to the dog's release;
 - (5) That if the dog is outside the proper enclosure, the dog must be muzzled and restrained by a substantial chain or leash (not to exceed six feet in length) and under the physical restraint of a person 18 years of age or older. The muzzle must be of such design as to prevent the dog from biting any person or animal but will not cause injury to the dog or interfere with its vision or respiration;
 - (6) That the owner provides and shows proof of microchip identification implanted in the dog as required in Minn. Stats. § 347.515;
 - (7) That all dogs deemed dangerous by the city council be registered with the city within 14 days after the date the dog was so deemed and provide satisfactory proof thereof to the city administrator;
 - (8) That the dog be sterilized at the owner's expense;
 - (9) The dog must be up to date on rabies vaccination; and
 - (10) That the owner must allow a compliance official on the owner's property to conduct a site inspection within 14 days of determination of dangerous dog by the city council.

Section 3. CHAPTER 10, ARTICLE III, SECTION 10-89 of the East Bethel Code of Ordinances is hereby amended to read as follows:

Sec. 10-89. Vaccination.

- (a) *Required.* No owner shall keep a dog within the city without a current rabies vaccination. A valid vaccination shall be deemed to be for one year, except the period of immunity may be extended to no more than 36 months for dogs vaccinated with an appropriately labeled killed vaccine upon written certification by a licensed veterinarian in the state stating that the immunity is in excess of the periods herein stated. The veterinarian shall state on the certificate of vaccination the type of vaccine used. If not stated, it shall be assumed that the vaccine is a killed viral vaccine.
- (b) Vaccinations shall be performed only by a doctor qualified to practice veterinary medicine in the state in which the animal is vaccinated. A veterinarian who vaccinates an animal shall complete a certificate of vaccination in duplicate. One copy shall be issued to the animal owner and one copy shall be retained in the veterinarian's file.
- (c) All commercial kennel licensees, when accepting dogs for boarding, shall require from the dog owner evidence of rabies vaccination. If such evidence is absent, the dog shall be vaccinated according to the standards stated in this article.

Section 4. CHAPTER 10, ARTICLE III, SECTION 10-90 of the East Bethel Code of Ordinances is hereby amended to read as follows:

Sec. 10-90. Animal bites.

- (a) Except as expressly authorized by statute, it shall be unlawful for any person other than an officer or agent of the city acting pursuant to this article to destroy any dog which has bitten any person or animal, with the exception that a licensed veterinarian shall be required to obtain a signed authorization of euthanasia stating that the dog has not bitten any human within the past 15 days. If the dog has bitten a human within 15 days, the animal shall either be quarantined as stated elsewhere in this article until the appropriate time has passed, or the dog's remains shall be sent to an appropriate diagnostic laboratory by the veterinarian for rabies testing.
- (b) Whenever any dog within the city has bitten a human being, the dog shall immediately be confiscated and impounded for a period of not less than ten consecutive days, separate and apart from other animals and under the control of a licensed veterinarian, the city's animal control authority or another agent of the city. If the dog dies or begins to exhibit clinical signs of rabies it shall be destroyed, and the dog shall be tested for rabies at an appropriate diagnostic laboratory under the supervision of a licensed veterinarian.
- (c) The city police, the county sheriff, any deputy sheriff, the city's animal control authority or city staff shall cause such dog to be so impounded. If the dog is found to be rabid, it shall be destroyed. If it is found not to be rabid, it shall be returned to the owner provided the owner first shall present proof of a current rabies vaccination and pay for the cost of keeping the dog. If the owner does not pay the cost within five days after notice to claim or retrieve the dog, the dog may be disposed of as provided in this section.
- (d) Any dog known to have been bitten by a rabid animal or exposed to rabies shall be impounded and destroyed; provided, however, that such dog may be immediately destroyed, if with reasonable effort it cannot first be taken up and impounded. If such a dog is impounded, it shall not be destroyed if the owner makes provision for suitable quarantine for a period of not less than six months, or proof of immunization is furnished and booster injections are given by a licensed veterinarian at the expense of the owner.

Section 5. CHAPTER 10, ARTICLE III, SECTION 10-91 of the East Bethel Code of Ordinances is hereby repealed and shall read as follows:

Sec. 10-91. – Individual dog identification.

All dogs shall be harnessed or collared at all times. A metallic tag must be securely fastened to the animal's harness or collar at all times to indicate vaccination and/or owner information; or the animal must have an implanted identification chip. Tags shall be provided and attached by the owner, not by the city.

Section 6. The ordinance amendments herein shall become effective January 1, 2026.

Passed by the City Council of East Bethel, Minnesota this 24th day of March, 2025.

Arden Anderson, Mayor

Attested:

Mike Jeziorski, Deputy City Administrator

ARTICLE II. DOGS

DIVISION 3. POTENTIALLY DANGEROUS AND DANGEROUS DOGS¹

Sec. 10-70. Definitions.

Is amended to provide as follows:

For the purpose of this division the following terms have the meanings given them.

Animal control authority means an agency of the state, county, municipality, or other governmental subdivision of the state which is responsible for dog and other domestic animal control operations in its jurisdiction.

City animal control authority means an animal service provider under contract with the city or any city staff member.

Dangerous dog means any dog that:

- (1) Has, without provocation, caused substantial bodily harm or disfigurement to any person on public or private property; or
- (2) Has killed a domestic animal, without provocation, while off the owner's property; or
- (3) Has, while off the owner's property, exhibited unusually aggressive behavior such as an attack on a person or another animal; or
- (4) Has been found to be potentially dangerous and, after the owner has notice that the dog is potentially dangerous, the dog aggressively bites, attacks, or endangers the safety of humans or domestic animals.

Great bodily harm means bodily injury which creates a high probability of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of any bodily member or organ or other serious bodily harm.

Owner means any person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody, or control of a dog.

Potentially dangerous dog means any dog that:

- (1) When unprovoked, inflicts bites on a human or domestic animal on public or private property;
- (2) When unprovoked, chases or approaches a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the dog owner's property, in an apparent attitude of attack; or
- (3) Has a known propensity, tendency, or disposition to attack, unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

Proper enclosure means securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the dog from escaping and providing protection from the elements for the dog. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the

¹Editor's note(s)—Ord. No. 3, Second Series, adopted Sept. 3, 2008, repealed the former Div. 3, §§ 10-70—10-77, and enacted a new Div. 3 as set out herein. The former Div. 3 pertained to potentially dangerous and dangerous dogs and derived from Ord. No. 101E, § 1(16—20), 9-19-2007; Ord. No. 101F, § 2, 4-16-2008.

dog to exit of its own volition or any house or structure in which windows are open or in which doors or window screens are the only obstacles that prevent the dog from exiting.

Provocation means an act that an adult could reasonably expect may cause a dog to attack or bite. The standard for determination of when provocation of a dog has occurred is the doing of an act or acts which a reasonable adult would expect to cause a dog to attack or bite.

Substantial bodily harm means bodily injury which involves a temporary but substantial disfigurement, or which causes a temporary but substantial loss or impairment of the function of any bodily member or organ, or which causes a fracture of any bodily member.

(Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-71. Designation as potentially dangerous dog or dangerous dog.

The city administrator shall designate any dog as a potentially dangerous dog or a dangerous dog upon receiving evidence that the dog meets any of the criteria in section 10-70 in the case of either a potentially dangerous dog or a dangerous dog. Upon such designation the dog shall be seized and impounded by the animal control authority.

(Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-72. Procedure.

The city administrator, after having determined that a dog is either potentially dangerous or dangerous, shall proceed in the following manner:

- (a) *Hearing.* The owner of any dog declared potentially dangerous or dangerous has the right to a hearing before the city council.
- (b) *Security.* A person claiming an interest in a seized dog may prevent impoundment of the dog during the hearing process by posting security in an amount sufficient to provide for the dog's actual cost of care and keeping. The security must be posted within seven days of the seizure inclusive of the date of the seizure.
- (c) *Notice.* The city shall give notice of this section by delivering or mailing it to the owner of the dog, or by posting a copy of it at the place where the dog is kept, or by delivering it to a person residing on the property, and telephoning, if possible. The notice must include:
 - (1) A description of the seized dog; the authority for and purpose of the potentially dangerous dog or dangerous dog declaration and seizure; the time, place, and circumstances under which the dog was declared dangerous; and the telephone number and contact person where the dog is kept;
 - (2) A statement that the owner of the dog may request a hearing concerning the potentially dangerous dog or dangerous dog declaration and, if applicable, prior potentially dangerous dog declarations for the dog, and that failure to do so within 14 days of the date of the notice will terminate the owner's right to a hearing under this section;
 - (3) A statement that if an appeal request is made within 14 days of the notice, the owner must immediately comply with the requirements of section 10-75(1) and until such time as the city council issues an opinion;
 - (4) A statement that if the city council affirms the potentially dangerous dog or dangerous dog declaration, the owner will have 14 days from receipt of that decision to comply with all other requirements of sections 10-75 or 10-76, as applicable;

- (5) A form to request a hearing under this subdivision; and
 - (6) A statement that all actual costs of the care, keeping, and disposition of the dog are the responsibility of the person claiming an interest in the dog, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law.
- (d) *Right of hearing.* Any hearing must be held within 14 days of the request to determine the validity of the dangerous dog declaration. The hearing officer will be the city council to conduct the hearing. In the event that the potentially dangerous dog or dangerous dog declaration is upheld by the city council, actual expenses of the hearing up to a maximum of \$1,000.00 will be the responsibility of the dog's owner. The city council shall issue a decision on the matter within ten days after the hearing. The decision must be delivered to the dog's owner by hand delivery or registered mail as soon as practical and a copy must be provided to the animal control authority.

Nothing in this section shall prevent the city administrator from ordering the immediate seizure and quarantine of a rabies-suspected dog.

Any person who fails or refuses to release a dog to the animal control authority, a police officer, or a sheriff's deputy upon demand, after it has been found by the city administrator or the city council to be potentially dangerous or dangerous and ordered into custody, shall be guilty of a misdemeanor.

(Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-73. Authority to order destruction.

The city council, upon finding that a dog is dangerous hereunder, is authorized to order, as part of the disposition of the case, that the dog be destroyed based on a written order containing one or more of the following findings of fact:

- (1) The dog is dangerous as demonstrated by a vicious attack, an unprovoked attack without warning, or multiple attacks; or
- (2) The owner of the dog has demonstrated an inability or unwillingness to control the dog in order to prevent injury to persons or other animals.

(Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-74. Stopping an attack.

If any police officer, sheriff's deputy, city staff member, or the animal control authority is witness to an attack by a dog upon a person or domestic animal, the officer, deputy, city staff member, or animal control authority may take whatever means deemed appropriate to bring the attack to an end and prevent further injury to the victim.

(Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-75. Potentially dangerous dog requirements.

- (a) *Requirements.* If after a hearing, if a hearing is requested under section 10-72, the city council finds that the dog is potentially dangerous but does not order the destruction of the dog, the city council shall order one or more of the following as the requirement(s) for the keeping of the dog in the city, which, beginning six months after the dog is declared a potentially dangerous dog, will be reviewed on an annual basis by the city administrator. If, in reviewing the requirement(s) for keeping a potentially dangerous dog, the owner has provided the evidence required under Minn. Stats. § 347.51, subd. 3a. and there have been no ordinance

violations for a period of two years, the city administrator may use discretion in determining whether one or more or none of the requirement(s) set forth below will still be required:

- (1) That the owner provide and maintain a proper enclosure for the potentially dangerous dog as defined in section 10-70;
 - (2) That the owner post the front and the rear of the premises with clearly visible warning signs, including a warning symbol, a copy of which will be furnished by the city, to inform children, that there is a potentially dangerous dog on the property in the manner specified in Minn. Stats. § 347.51 in the case of a dangerous dog. The owner must pay a reasonable fee to cover the cost of the warning symbol;
 - (3) That an easily identifiable, standardized tag identifying the dog as potentially dangerous and containing the uniform dangerous dog symbol must be affixed to the dog's collar at all times as specified in Minn. Stats. § 347.51 for a dangerous dog;
 - (4) That the owner provides and shows proof annually of public liability insurance paid in full in the minimum amount of \$300,000.00. The insurance must insure the owner for any personal injuries inflicted by the potentially dangerous dog. The owner shall have 14 days from the request to show proof of insurance, except that if the dog is impounded, proof of insurance must be demonstrated prior to the dog's release;
 - (5) That if the dog is outside the proper enclosure, the dog must be muzzled and restrained by a substantial chain or leash (not to exceed six feet in length) and under the physical restraint of a person 18 years of age or older. The muzzle must be of such design as to prevent the dog from biting any person or animal but will not cause injury to the dog or interfere with its vision or respiration;
 - (6) That all dogs deemed potentially dangerous by the city council be registered with the city within 14 days after the date the dog was so deemed and provide satisfactory proof thereof to the city administrator;
 - (7) That the dog must ~~have a valid license for the lifetime of the dog and~~ be up to date on rabies vaccination;
 - (8) That the owner must allow a compliance official on the owner's property to conduct a site inspection within 14 days of determination of potentially dangerous dog by the city council.
- (b) *Seizure.* The animal control authority shall seize any potentially dangerous dog if the owner(s) do(es) not meet each of the above requirements ordered by the city council within 14 days after the date notice is sent to the owner(s) that the dog is potentially dangerous and no appeal has been filed.
- (c) *Reclaiming potentially dangerous dogs.* A potentially dangerous dog seized under this section may be reclaimed by the owner(s) of the animal upon payment of impounding and boarding fees and presenting proof to the animal control authority that each of the requirements under this division of this Code have been met. An animal not reclaimed under this section within 14 days may be disposed of in the manner provided under section 10-73 in the case of a dangerous dog, and the owner(s) is(are) liable to the animal control authority for costs incurred in confining and destroying the dog.
- (d) *Subsequent offenses.* If an owner of a dog which has been declared potentially dangerous and is subject to any requirement(s) of this section has allegedly failed to comply with the requirement(s), the dog must be seized by the animal control authority. Notice shall be provided to the owner(s) of the basis for the seizure and the right to request a hearing before the city council to determine whether the requirement(s) was/were violated. A request for hearing must be made within 14 days of the seizure. If the owner(s) fail(s) to request a hearing within 14 days, or is(are) found to have violated the requirement(s), the council shall order the dog destroyed in a proper and humane manner and the owner(s) shall pay the costs of confining and destroying the dog. If the owner(s) is(are) found not to have violated the requirement(s), the owner(s) may reclaim the dog under the provisions of this section.

- (e) *Registration fee.* The owner(s) of a dog that has been declared potentially dangerous shall pay an annual registration fee to the city of \$250.00 in addition to any regular dog licensing fees and a reasonable fee to cover the city's administrative costs within 14 days of the declaration and again after annual anniversary dates. If the dog has been impounded, the fee must be paid prior to the dog's release. The animal control authority shall issue a certificate of registration to the owner of the potentially dangerous dog if the owner presents sufficient evidence of compliance with the requirements of this section.
- (f) *Rental property.* A person who owns a potentially dangerous dog and who rents property from another where the dog will reside must disclose to the property owner prior to entering the lease agreement and at the time of any lease renewal that the person owns a potentially dangerous dog that will reside at the property. The dog owner, who is currently renting property, must notify the property owner within 14 days of the city notification if the dog is newly declared as potentially dangerous and the owner keeps the dog on the property.
- (g) *Notification of changes.* The owner shall notify the animal control authority in writing if the dog has died, is relocated from its current address, or is being given or sold to another person. Notification must be given in writing within 30 days after the change in ownership or location or the dog's death. If requested by the animal control authority, the owner must execute an affidavit under oath setting forth the circumstances of the dog's death and disposition of the dog, or the complete name, address, and telephone number of the person to whom the dog has been transferred, whichever the case may be.
- (h) *New residents.* Upon the relocation of a dog to this city from another location where the dog was previously declared potentially dangerous under either state law or a local law similar to this chapter: It shall be the joint responsibility of each owner of the potentially dangerous dog kept or harbored within the city to notify the animal control authority within ten days of moving into the city, that the person owns a potentially dangerous dog.

(Ord. No. 3, Second Series, 9-3-2008; Ord. No. 3, Third Series, 11-15-2017)

Sec. 10-76. Dangerous dog requirements.

- (a) *Requirements.* If after a hearing, if a hearing is requested under section 10-72, the city council finds the dog to be dangerous but does not order the destruction of the dog, the council shall order all of the following requirements for the keeping of the dog in the city, which, beginning six months after the dog is declared a dangerous dog, will be reviewed on an annual basis by the city administrator. If, in reviewing the requirements for keeping a dangerous dog, the owner has provided the evidence required under Minn. Stats. § 347.51, subd. 3a. and there have been no ordinance violations for a period of two years, the city administrator may use discretion in determining whether any of the requirements set forth below will still be required:
 - (1) That the owner provide and maintain a proper enclosure for the dangerous dog as defined in section 10-70;
 - (2) That the owner post the front and the rear of the premises with clearly visible warning signs, including a warning symbol, a copy of which will be furnished by the city, to inform children, that there is a dangerous dog on the property as specified in Minn. Stats. § 347.51. The owner must pay a reasonable fee to cover the cost of the warning symbol;
 - (3) That an easily identifiable, standardized tag identifying the dog as dangerous and containing the uniform dangerous dog symbol must be affixed to the dog's collar at all times as specified in Minn. Stats. § 347.51;
 - (4) That the owner provides and shows proof annually of public liability insurance paid in full in the minimum amount of \$300,000.00. The insurance must insure the owner for any personal injuries inflicted by the dangerous dog. The owner shall have 14 business days from the request to show proof

- of insurance, except that if the dog is impounded, proof of insurance must be demonstrated prior to the dog's release;
- (5) That if the dog is outside the proper enclosure, the dog must be muzzled and restrained by a substantial chain or leash (not to exceed six feet in length) and under the physical restraint of a person 18 years of age or older. The muzzle must be of such design as to prevent the dog from biting any person or animal but will not cause injury to the dog or interfere with its vision or respiration;
 - (6) That the owner provides and shows proof of microchip identification implanted in the dog as required in Minn. Stats. § 347.515;
 - (7) That all dogs deemed dangerous by the city council be registered with the city within 14 days after the date the dog was so deemed and provide satisfactory proof thereof to the city administrator;
 - (8) That the dog be sterilized at the owner's expense;
 - (9) The dog must ~~have a valid license for the lifetime of the dog and~~ be up to date on rabies vaccination; and
 - (10) That the owner must allow a compliance official on the owner's property to conduct a site inspection within 14 days of determination of dangerous dog by the city council.
- (b) *Seizure.* The animal control authority shall seize any dangerous dog if the owner(s) do(es) not meet each of the above requirements ordered by the city council within 14 days after the date notice is sent to the owner(s) that the dog is dangerous and no appeal has been filed.
- (c) *Reclaiming dangerous dogs.* A dangerous dog seized under this section may be reclaimed by the owner(s) of the animal upon payment of impounding and boarding fees and presenting proof to the animal control authority that each of the requirements under this division of this Code have been met. An animal not reclaimed under this section within 14 days may be disposed of as provided under section 10-73, and the owner(s) is(are) liable to the animal control authority for costs incurred in confining and destroying the dog.
- (d) *Subsequent offenses.* If an owner of a dog which has been declared dangerous and is subject to the requirements of this section has allegedly failed to comply with the requirements, the dog must be seized by the animal control authority. Notice shall be provided to the owner(s) of the basis for the seizure and the right to request a hearing before the city council to determine whether the requirements were violated. A request for hearing must be made within 14 days of the seizure. If the owner(s) fail(s) to request a hearing within 14 days, or is(are) found to have violated the requirements, the council shall order the dog destroyed in a proper and humane manner and the owner(s) shall pay the costs of confining and destroying the dog. If the owner(s) is(are) found not to have violated the requirements, the owner(s) may reclaim the dog under the provisions of this section.
- (e) *Registration fee.* The owner(s) of a dog that has been declared dangerous shall pay an annual registration fee to the city of \$500.00 in addition to any regular dog licensing fees and a reasonable fee to cover the city's administrative costs within 14 days of the declaration and again after annual anniversary dates. If the dog has been impounded, the fee must be paid prior to the dog's release. The animal control authority shall issue a certificate of registration to the owner of a dangerous dog if the owner presents sufficient evidence of compliance with the requirements of this section.
- (f) *Rental property.* A person who owns a dangerous dog and who rents property from another where the dog will reside must disclose to the property owner prior to entering the lease agreement and at the time of any lease renewal that the person owns a dangerous dog that will reside at the property. The dog owner, who is currently renting property, must notify the property owner within 14 days of the city notification if the dog is newly declared as dangerous and the owner keeps the dog on the property.
- (g) *Notification of changes.* The owner shall notify the animal control authority in writing if the dog has died, is relocated from its current address, or is being given or sold to another person. Notification must be given in

writing within 30 days after the change in ownership or location or the dog's death. If requested by the animal control authority, the owner must execute an affidavit under oath setting forth the circumstances of the dog's death and disposition of the dog, or the complete name, address, and telephone number of the person to whom the dog has been transferred, whichever the case may be.

- (h) *New residents.* Upon the relocation of a dog to this city from another location where the dog was previously declared dangerous under either state law or a local law similar to this chapter: It shall be the joint responsibility of each owner of the dangerous dog kept or harbored within the city to notify the animal control authority within ten days of moving into the city, that the person owns a dangerous dog.

(Ord. No. 3, Second Series, 9-3-2008; Ord. No. 3, Third Series, 11-15-2017)

Sec. 10-77. Restrictions.

- (a) *Dog ownership prohibited.* Except as provided in Minn. Stats. § 347.51 subd. 3, no person may own a dog if the person has:
- (1) Been convicted of a third or subsequent violation of sections 10-74 or 10-75;
 - (2) Been convicted of a violation under [Minn. Stats.] § 609.205, clause (4);
 - (3) Been convicted of a gross misdemeanor under [Minn. Stats.] § 609.226, subd. 1;
 - (4) Been convicted of a violation under [Minn. Stats.] § 609.226, subd. 2; or had a dog ordered destroyed under [Minn. Stats.] § 347.56 and been convicted of one or more violations of sections 10-74, 10-75, or [Minn. Stats.] § 609.226, subd. 2.
- (b) *Household members.* If any member of a household is prohibited from owning a dog in this section, unless specifically approved with or without restrictions by an animal control authority, no person in the household is permitted to own a dog.
- (c) *Dog ownership prohibition review.* Beginning three years after a conviction under this section that prohibits a person from owning a dog and annually thereafter the person may request that the city administrator review the prohibition. The city administrator may consider such facts as the seriousness of the violation or violations that led to the prohibition, any criminal convictions, other acts that the city administrator deems appropriate. The city administrator may rescind the prohibition entirely or rescind it with limitations. The city administrator also may establish conditions a person must meet before the prohibition is rescinded, including but not limited to successfully completing dog training or dog handling courses. If the city administrator rescinds a person's prohibition and the person subsequently fails to comply with any limitations imposed by the city administrator or the person is convicted of any animal violation involving unprovoked bites or dog attacks, the city administrator may permanently prohibit the person from owning a dog in this state.

(Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-78. Destruction of dog in certain circumstances.

- (a) *Circumstances.* Notwithstanding sections 10-71 to 10-75, a dog may be destroyed in a proper and humane manner by the animal control authority if the dog:
- (1) Inflicted substantial or great bodily harm on a human on public or private property without provocation;
 - (2) Inflicted multiple bites on a human on public or private property without provocation;
 - (3) Bit multiple human victims on public or private property in the same attack without provocation; or

- (4) Bit a human on public or private property without provocation in an attack where more than one dog participated in the attack.
- (b) *Hearing.* The animal control authority may not destroy the dog until the dog owner has had the opportunity for a hearing before an impartial decision maker. The definitions in section 10-70 and the exemption under [Minn. Stats.] § 347.51, subd. 5, apply to this section.
- (Ord. No. 3, Second Series, 9-3-2008)

Sec. 10-79. Penalty.

- (1) A person who violates a provision of this division is guilty of a misdemeanor.
- (2) It is a misdemeanor to remove a microchip from a potentially dangerous dog or dangerous dog, to fail to renew the registration of a potentially dangerous dog or dangerous dog, to fail to account for a potentially dangerous dog's or dangerous dog's death or change of location where the dog will reside, to sign a false affidavit with respect to a potentially dangerous dog's or dangerous dog's death or change of location where the dog will reside, or to fail to disclose ownership of a potentially dangerous dog or dangerous dog to a property owner from whom the person rents property.
- (3) A person who is convicted of a second or subsequent violation of subsections (1) or (2) of this section is guilty of a gross misdemeanor.
- (4) An owner who violates section 10-78, Minn. Stats. § 609.226 subd. 1, is guilty of a gross misdemeanor.
- (5) Any household member who knowingly violates section 10-78, Minn. Stats. § 609.226 subd. 2, is guilty of a gross misdemeanor.
- (Ord. No. 3, Second Series, 9-3-2008)

Secs. 10-80—10-87. Reserved.

ARTICLE III. RABIES CONTROL²

Sec. 10-88. Right of entry.

Any police or agent of the city may enter upon the private property of any person in pursuit of any animal under probable cause to believe that such dog has bitten a person or animal, or that such animal is rabid.

(Ord. No. 101b, § 12(a), 3-6-2002; Ord. No. 101D, § 12(a), 5-16-2007)

Sec. 10-89. Vaccination.

- (a) ~~No license shall be granted for any dog that does not have a valid vaccination against rabies for the calendar year in which the license is to be issued. Required; duty of owner. No owner shall keep, harbor, or maintain a dog over the age of six months within the city without a current rabies vaccination.~~ A valid vaccination shall be deemed to be for one year, except the period of immunity may be extended to no more than 36 months for dogs vaccinated with an appropriately labeled killed vaccine upon written certification by a licensed veterinarian in the state stating that the immunity is in excess of the periods herein stated. The veterinarian

²State law reference(s)—Rabies investigation and control, Minn. Stats. §§ 35.67—35.69.

shall state on the certificate of vaccination the type of vaccine used. If not stated, it shall be assumed that the vaccine is a killed viral vaccine.

- (b) Vaccinations shall be performed only by a doctor qualified to practice veterinary medicine in the state in which the animal is vaccinated. A veterinarian who vaccinates an animal ~~to be licensed in the city~~ shall complete a certificate of vaccination in ~~triplicate duplicate~~. One copy shall be issued to the animal owner ~~for affixing to the license application~~, and one copy shall be retained in the veterinarian's file.
- (c) All commercial kennel licensees, when accepting dogs for boarding, shall require from the dog owner evidence of rabies vaccination. If such evidence is absent, the dog shall be vaccinated according to the standards stated in this article.

(Ord. No. 101b, § 12(b), 3-6-2002; Ord. No. 101D, § 12(b), 5-16-2007)

Sec. 10-90. Animal bites.

- (a) Except as expressly authorized by statute, it shall be unlawful for any person other than an officer or agent of the city acting pursuant to this article to destroy any dog which has bitten any person or animal, with the exception that a licensed veterinarian shall be required to obtain a signed authorization of euthanasia stating that the dog has not bitten any human within the past 15 days. If the dog has bitten a human within 15 days, the animal shall either be quarantined as stated elsewhere in this article until the appropriate time has passed, or the dog's remains shall be sent to an appropriate diagnostic laboratory by the veterinarian for rabies testing.
- (b) Whenever any dog within the city has bitten a human being, the dog shall immediately be confiscated and impounded for a period of not less than ten consecutive days, separate and apart from other animals and under the control of a licensed veterinarian, the city's animal control authority or another agent of the city. If the dog dies or begins to exhibit clinical signs of rabies it shall be destroyed, and the dog shall be tested for rabies at an appropriate diagnostic laboratory under the supervision of a licensed veterinarian.
- (c) The city police, the county sheriff, any deputy sheriff, the city's animal control authority or city staff shall cause such dog to be so impounded. If the dog is found to be rabid, it shall be destroyed. If it is found not to be rabid, it shall be returned to the owner provided the owner first shall present **proof of a current rabies vaccination city dog license** and pay for the cost of keeping the dog. If the owner does not pay the cost within five days after notice to claim or retrieve the dog, the dog may be disposed of as provided in this section.
- (d) Any dog known to have been bitten by a rabid animal or exposed to rabies shall be impounded and destroyed; provided, however, that such dog may be immediately destroyed, if with reasonable effort it cannot first be taken up and impounded. If such a dog is impounded, it shall not be destroyed if the owner makes provision for suitable quarantine for a period of not less than six months, or proof of immunization is furnished and booster injections are given by a licensed veterinarian at the expense of the owner.

(Ord. No. 101b, § 13, 3-6-2002; Ord. No. 101D, § 13, 5-16-2007; Ord. No. 101F, § 1, 4-16-2008)

State law reference(s)—Animal bites, Minn. Stats. § 346.51.

Sec. 10-91. Individual dog **license identification.**

~~(a) —Required; application; fee. No owner shall keep a dog within the city without a license issued by the city. Application for a dog license shall be made to the city upon a form furnished by the city. The applicant shall furnish the information required by the form. The annual fee for a dog license shall be as established by resolution. It shall be the duty of each owner of a dog to pay the license fee to the city on or before December 31 in each year, or upon acquiring ownership or possession of the dog or upon establishing residence in the city. No refund shall be made of any license fee because of death of the animal, or because~~

~~of leaving the city by the owner prior to expiration of the license. No prorating of license fees will be granted for a license period of under one year.~~

- ~~(b) *Display; transferability.* Upon the payment of the license fee, the owner of a licensed dog shall be furnished a receipt, together with a suitable tag. The owner shall cause the tag to be affixed by a permanent fastening to the collar of the dog so licensed in such a manner that the tag may easily be seen by the officers of the city. The owner shall see that the tag is constantly worn by the dog. Tags are not transferable from one dog to another.~~
- ~~(c) *Duplicate.* In case any dog tag is lost, a duplicate may be issued by the city upon presentation of a receipt showing the payment of the license fee for the current year. A charge in the amount established by resolution shall be made for each duplicate tag.~~
- ~~(d) *Counterfeit tags.* It shall be unlawful to counterfeit or attempt to counterfeit tags provided for in this section or take from any animal a tag legally placed upon it by its owner, or to place such tag upon another animal.~~
- ~~(e) *Authorization of police to enter premises.* To enforce this division, the police and any agent of the city are authorized to enter upon any private premises where they have reasonable cause to believe there is an unlicensed dog.~~

All dogs shall be harnessed or collared at all times. A metallic tag must be securely fastened to the animal's harness or collar at all times to indicate vaccination and/or owner information; or the animal must have an implanted identification chip. Tags shall be provided and attached by the owner, not by the city.

(Ord. No. 101b, § 14, 3-6-2002; Ord. No. 201, § 3, 12-7-2005; Ord. No. 101D, § 14, 5-16-2007)

Sec. 10-92. Impoundment.

The police and any agent of the city are authorized to take up and impound any dog found at large in the city. The city may construct and maintain an animal pound, or the city council may designate as the animal pound a suitable kennel. The agent of the city shall keep accounts of all animals impounded at the city pound and their disposition, and shall turn over such accounts to the city clerk-treasurer upon request.

(Ord. No. 101b, § 15, 3-6-2002; Ord. No. 101D, § 15, 5-16-2007)

Sec. 10-93. Penalties.

Violations of this article will be a misdemeanor punishable as provided in section 1-14. The city also reserves the right for injunctive relief up to and including destruction of the dog in accordance with other provisions of this article.

(Ord. No. 101b, § 99, 3-6-2002; Ord. No. 101D, § 16, 5-16-2007)

Secs. 10-94—10-114. Reserved.

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



Date: March 24, 2025

Agenda Item Number: Item 6.0 A-I

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A - Approve Bills

Item B – February 24, 2025 City Council Meeting Minutes

Edited minutes from the February 24, 2025 City Council meeting are attached for your review.

Item C – March 10, 2025 City Council Work Meeting Minutes

Minutes from the March 10, 2025 City Council work meeting are attached for your review.

Item D – Res. 2025-16 Approving Application for Raffle Permit for Crush ALS

Approval of this resolution and application allows no waiting period for an exempt permit for Crush ALS, a nonprofit organization, to hold a raffle on Thursday, September 4, 2025, at the Hidden Haven Golf Club.

Item E – Res. 2025-17, Approve Application to Conduct Off-Site Gambling (Bingo) for Booster Day

The Booster Day Committee has applied for a permit to conduct Bingo at the Booster Day event on July 19, 2025, at Booster Park. The application form has been submitted and is complete. Staff is recommending Council approve the application.

Item F – Approve the Capstone LLC Contract

At the March 10th meeting Council directed staff to negotiate a contract with Capstone LLC, Jerry Streich, to perform the duties of the East Bethel Interim Fire Chief and consult on the hire of the new Chief. The contract has been reviewed by the City Attorney and is attached for your review. Staff is requesting approval of the Interim Fire Chief Contract.

Item G – Approve the Advertisement for Fire Chief | Emergency Management Director

Staff is requesting approval to advertise for the Fire Chief | Emergency Management Director position. The position description is attached for your review.

Item H - Approve Emergency Operating Plan

Staff is requesting approval of the updated Emergency Operating Plan. Please refer to the non-public document sent prior to the meeting.

Item I - Res. 2025-18, Approving Support of Retention of City Zoning Authority

Last legislative session, select committees introduced bills (Missing Middle Housing Bill) that would minimize local control of zoning, allow for high density housing to be mandated and require an overhaul of land use control and ordinances.

These committees are considering similar bills this year that would impose a rigid state framework on residential development, limiting local decision-making authority regardless of a city's unique needs and circumstances. Local zoning is an important planning tool that ensures communities can responsibly plan for residential development and address locally identified housing needs with resident input.

The League of Minnesota Cities is recommending municipalities consider approval of the attached resolution in support of retaining city zoning and land use authority.

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
March 24, 2025
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$237,540.79
Electronic Payroll Payments						\$42,561.83
Payroll City Council - March 14, 2025						\$2,229.85
Payroll Fire Department - March 14, 2025						\$13,141.65
Payroll City Staff - March 13, 2025						\$49,681.71
Total to be Approved for Payment						\$295,474.12
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Electric Utilities	03 2025	Connexus Energy	615	49851	\$2,734.76
Arena Operations	Gas Utilities	919241131	Xcel Energy	615	49851	\$4,223.78
Building Capital Projects	Bldgs/Facilities Repair/Maint	A51362	Russell Security Resource Inc.	401	40100	\$827.50
Building Capital Projects	Bldgs/Facilities Repair/Maint	A51363	Russell Security Resource Inc.	401	40100	\$2,140.00
Building Capital Projects	Bldgs/Facilities Repair/Maint	A51364	Russell Security Resource Inc.	401	40100	\$3,297.50
Building Inspection	Conferences/Meetings	2507827345KSJS	Nick Schmitz	101	42410	\$85.00
Building Inspection	Conferences/Meetings	DLIMN2001271610	Steve Lutmer	101	42410	\$85.00
Building Inspection	Motor Fuels	26266375	Mansfield Oil Company	101	42410	\$307.07
Building Inspection	Motor Fuels	26269514	Mansfield Oil Company	101	42410	\$243.85
Central Services/Supplies	Office Supplies	1027070099	Pitney Bowes Inc.	101	48150	\$182.58
City Administration	Office Equipment Rental	550298343	US Bank Equipment Finance	101	41320	\$435.00
City Administration	Office Supplies	IN4783644	Innovative Office Solutions	101	41320	\$32.52
City Administration	Professional Services Fees	30092	TimeSaver Off Site Secretarial	101	41320	\$172.00
City Administration	Professional Services Fees	30093	TimeSaver Off Site Secretarial	101	41320	\$334.00
City Administration	Telephone	03 2025	CenturyLink	101	41320	\$153.43
Engineering	Architect/Engineering Fees	54681	Hakanson Anderson Assoc. Inc.	101		\$772.50
Engineering	Architect/Engineering Fees	54682	Hakanson Anderson Assoc. Inc.	101		\$518.00
Engineering	Architect/Engineering Fees	54695	Hakanson Anderson Assoc. Inc.	101		\$2,762.60
Engineering	Architect/Engineering Fees	54696	Hakanson Anderson Assoc. Inc.	101		\$775.00
Engineering	Architect/Engineering Fees	54697	Hakanson Anderson Assoc. Inc.	101		\$5,570.50
Engineering	Architect/Engineering Fees	54686	Hakanson Anderson Assoc. Inc.	101	43110	\$93.75
Engineering	Architect/Engineering Fees	54687	Hakanson Anderson Assoc. Inc.	101	43110	\$568.50
Engineering	Architect/Engineering Fees	54702	Hakanson Anderson Assoc. Inc.	101	43110	\$4,131.00
Fire Department	Electric Utilities	03 2025	Connexus Energy	101	42210	\$7.96
Fire Department	Electric Utilities	03 2025	Connexus Energy	101	42210	\$211.02
Fire Department	Electric Utilities	03 2025	Connexus Energy	101	42210	\$106.63
Fire Department	Electric Utilities	03 2025	Connexus Energy	101	42210	\$456.31
Fire Department	Gas Utilities	919241131	Xcel Energy	101	42210	\$2,331.51
Fire Department	Motor Fuels	26266375	Mansfield Oil Company	101	42210	\$488.51
Fire Department	Motor Fuels	26269514	Mansfield Oil Company	101	42210	\$387.95
Fire Department	Motor Vehicles Parts	123920519	Fleet Pride	101	42210	\$60.87
Fire Department	Office Equipment Rental	38726082	GreatAmerica Financial Svcs	101	42210	\$125.78
Fire Department	Small Tools and Minor Equip	10805179620	Dell Marketing L.P.	101	42210	\$1,617.60
Fire Department	Telephone	03 2025	CenturyLink	101	42210	\$57.95
Fire Department	Telephone	03 2025	CenturyLink	101	42210	\$88.20
Fire Department	Telephone	13299700114591	Midcontinent Communications	101	42210	\$20.25
Fire Department	Telephone	13864340214571	Midcontinent Communications	101	42210	\$223.64
Fire Department	Tires	270073964	Custom Cap and Tire	101	42210	\$756.00



City of East Bethel
March 24, 2025
Payment Summary

General Govt Buildings/Plant	Bldg/Facility Repair Supplies	972701	Lowe's	101	41940	\$114.70
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	973569	Lowe's	101	41940	\$57.72
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	30337	Menards Cambridge	101	41940	\$66.07
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	30558	Menards Cambridge	101	41940	\$66.94
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	310603088	Premium Waters, Inc.	101	41940	\$8.64
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	310617489	Premium Waters, Inc.	101	41940	\$12.80
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	310653007	Premium Waters, Inc.	101	41940	\$29.50
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	310655061	Premium Waters, Inc.	101	41940	\$8.64
General Govt Buildings/Plant	Electric Utilities	03 2025	Connexus Energy	101	41940	\$124.15
General Govt Buildings/Plant	Electric Utilities	03 2025	Connexus Energy	101	41940	\$750.31
General Govt Buildings/Plant	Electric Utilities	03 2025	Connexus Energy	101	41940	\$19.19
General Govt Buildings/Plant	Gas Utilities	919241131	Xcel Energy	101	41940	\$1,183.28
General Govt Buildings/Plant	General Operating Supplies	5257604807	CINTAS	101	41940	\$22.95
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101		\$6,479.88
Legal	Legal Fees	02 2025	Eckberg, Lammers, P.C.	101	41610	\$10,463.69
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$1,262.96
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$97.15
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$485.76
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$291.45
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$170.01
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$1,845.87
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$1,262.96
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$949.21
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$832.72
Legal	Legal Fees	44657	Eckberg, Lammers, P.C.	101	41610	\$340.03
Mayor/City Council	Dues and Subscriptions	2025	LEAGUE OF MINNESOTA CITIES	101	41110	\$30.00
Mayor/City Council	Professional Services Fees	318704	CivicPlus	101	41110	\$350.00
Mayor/City Council	Professional Services Fees	329354	CivicPlus	101	41110	\$1,246.71
MSA Street Construction	Architect/Engineering Fees	54683	Hakanson Anderson Assoc. Inc.	402	40200	\$1,561.90
MSA Street Construction	Architect/Engineering Fees	54698	Hakanson Anderson Assoc. Inc.	402	40200	\$512.00
MSA Street Construction	Architect/Engineering Fees	54699	Hakanson Anderson Assoc. Inc.	402	40200	\$4,913.00
P	Insurance Premium	CNS0001797764	Delta Dental	101		\$52.06
Park Maintenance	Auto/Misc Licensing Fees/Taxes	2025-2	Anoka County	101	43201	\$100.00
Park Maintenance	Auto/Misc Licensing Fees/Taxes	2025-7	Anoka County	101	43201	\$100.00
Park Maintenance	Clothing & Personal Equipment	4223714957	Cintas Corporation	101	43201	\$33.31
Park Maintenance	Clothing & Personal Equipment	4224440197	Cintas Corporation	101	43201	\$34.96
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$18.24
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$38.03
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$38.03
Park Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43201	\$30.04
Park Maintenance	Equipment Parts	124120242	Fleet Pride	101	43201	\$28.42
Park Maintenance	Equipment Parts	124236854	Fleet Pride	101	43201	\$26.76
Park Maintenance	Equipment Parts	124237849	Fleet Pride	101	43201	\$26.76
Park Maintenance	Equipment Parts	02-1139217	Lano Equipment, Inc.	101	43201	\$687.72
Park Maintenance	Equipment Parts	10381048	Midwest Machinery Co.	101	43201	\$635.25
Park Maintenance	Equipment Parts	10384881	Midwest Machinery Co.	101	43201	\$103.10



City of East Bethel

March 24, 2025

Payment Summary

Park Maintenance	Equipment Parts	P68623	MN Equipment	101	43201	\$32.97
Park Maintenance	Heavy Machinery	02-1138251	Lano Equipment, Inc.	701	43201	\$67,321.00
Park Maintenance	Motor Fuels	26266375	Mansfield Oil Company	101	43201	\$418.72
Park Maintenance	Motor Fuels	26269514	Mansfield Oil Company	101	43201	\$332.53
Park Maintenance	Other Equipment Rentals	MP269369	LRS	101	43201	\$80.00
Park Maintenance	Safety Supplies	5257604807	CINTAS	101	43201	\$75.85
Payroll	Insurance Premium	04 2025	Dearborn Group	101		\$1,938.11
Payroll	Insurance Premium	CNS0001797764	Delta Dental	101		\$542.04
Payroll	Insurance Premium	265862950928	Medica	101		\$9,209.81
Payroll	Insurance Premium	43620042025	NCPERS Group Life Ins	101		\$64.00
Payroll	Union Dues	03 2025	MN Public Employees Assn	101		\$351.00
Planning and Zoning	Escrow Refund	24x24VAR	BRIGITT PASTWA	101		\$500.00
Planning and Zoning	Filing Fees	963602	STAR	101	41910	\$15.08
Planning and Zoning	Professional Services Fees	36515	Landform	101		\$1,639.75
Planning and Zoning	Professional Services Fees	36515	Landform	101		\$1,547.50
Planning and Zoning	Professional Services Fees	36515	Landform	101		\$90.50
Planning and Zoning	Professional Services Fees	36515	Landform	101		\$794.00
Planning and Zoning	Professional Services Fees	36515	Landform	101		\$1,329.25
Planning and Zoning	Professional Services Fees	36515	Landform	101		\$1,382.50
Planning and Zoning	Professional Services Fees	36515	Landform	101	41910	\$45.25
Planning and Zoning	Professional Services Fees	36515	Landform	101	41910	\$910.25
Planning and Zoning	Professional Services Fees	36515	Landform	101	41910	\$45.25
Planning and Zoning	Professional Services Fees	36515	Landform	101	41910	\$452.50
Planning and Zoning	Professional Services Fees	36515	Landform	101	41910	\$6,232.00
Planning and Zoning	Professional Services Fees	30094	TimeSaver Off Site Secretarial	101	41910	\$172.00
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-1	Anoka County	226	43235	\$545.16
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-10	Anoka County	226	43235	\$545.16
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-3	Anoka County	226	43235	\$53.24
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-4	Anoka County	226	43235	\$53.24
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-5	Anoka County	226	43235	\$172.86
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-6	Anoka County	226	43235	\$545.16
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-8	Anoka County	226	43235	\$53.24
Recycling Operations	Auto/Misc Licensing Fees/Taxes	2025-9	Anoka County	226	43235	\$21.30
Recycling Operations	Electric Utilities	03 2025	Connexus Energy	226	43235	\$66.11
Recycling Operations	Gas Utilities	919241131	Xcel Energy	226	43235	\$274.11
Recycling Operations	Other Equipment Rentals	MP269370	LRS	226	43235	\$80.00
Sewer Operations	Electric Utilities	03 2025	Connexus Energy	602	49451	\$177.53
Sewer Operations	Electric Utilities	03 2025	Connexus Energy	602	49451	\$73.62
Street Capital Projects	Architect/Engineering Fees	54684	Hakanson Anderson Assoc. Inc.	406	40600	\$480.00
Street Capital Projects	Architect/Engineering Fees	54685	Hakanson Anderson Assoc. Inc.	406	40600	\$18,994.00
Street Capital Projects	Architect/Engineering Fees	54700	Hakanson Anderson Assoc. Inc.	406	40600	\$1,895.00
Street Capital Projects	Architect/Engineering Fees	54701	Hakanson Anderson Assoc. Inc.	406	40600	\$22,098.10
Street Maintenance	Bldgs/Facilities Repair/Maint	4223714957	Cintas Corporation	101	43220	\$9.08
Street Maintenance	Bldgs/Facilities Repair/Maint	4224440197	Cintas Corporation	101	43220	\$9.53
Street Maintenance	Bldgs/Facilities Repair/Maint	20251003	Jerry Gilmer Construction Inc.	101	43220	\$7,750.00
Street Maintenance	Bldgs/Facilities Repair/Maint	310603089	Premium Waters, Inc.	101	43220	\$4.32
Street Maintenance	Bldgs/Facilities Repair/Maint	310617490	Premium Waters, Inc.	101	43220	\$55.60
Street Maintenance	Bldgs/Facilities Repair/Maint	310653006	Premium Waters, Inc.	101	43220	\$32.90
Street Maintenance	Bldgs/Facilities Repair/Maint	310655062	Premium Waters, Inc.	101	43220	\$4.32



City of East Bethel

March 24, 2025

Payment Summary

Street Maintenance	Clothing & Personal Equipment	4223714957	Cintas Corporation	101	43220	\$33.31
Street Maintenance	Clothing & Personal Equipment	4224440197	Cintas Corporation	101	43220	\$34.96
Street Maintenance	Conferences/Meetings	200028269	MN Trucking Assoc	101	43220	\$110.00
Street Maintenance	Conferences/Meetings	200028273	MN Trucking Assoc	101	43220	\$245.00
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$575.02
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$426.53
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$27.52
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$37.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$30.14
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$40.01
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$70.91
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$11.95
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$99.89
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$86.28
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$110.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	03 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Equipment Parts	124120452	Fleet Pride	101	43220	\$24.32
Street Maintenance	Equipment Parts	02-1139974	Lano Equipment, Inc.	101	43220	\$319.62
Street Maintenance	Gas Utilities	919241131	Xcel Energy	101	43220	\$1,650.58
Street Maintenance	General Operating Supplies	341470	S & S Industrial Supply	101	43220	\$4.16
Street Maintenance	General Operating Supplies	341558	S & S Industrial Supply	101	43220	\$5.61
Street Maintenance	Motor Fuels	26266375	Mansfield Oil Company	101	43220	\$181.45
Street Maintenance	Motor Fuels	26269514	Mansfield Oil Company	101	43220	\$144.10
Street Maintenance	Motor Vehicles Parts	123859258	Fleet Pride	101	43220	(\$90.98)
Street Maintenance	Motor Vehicles Parts	124027605	Fleet Pride	101	43220	\$74.23
Street Maintenance	Motor Vehicles Parts	869323	Midway Ford Company	101	43220	\$202.40
Street Maintenance	Shop Supplies	185097	Metro Products, Inc.	101	43220	\$333.54
Street Maintenance	Shop Supplies	341654	S & S Industrial Supply	101	43220	\$35.87
Street Maintenance	Sign/Striping Repair Materials	TRFINV059491	Newman Traffic Signs	101	43220	\$4,970.50
TIF 1-5	Professional Services Fees	100580	EHLERS	439	43900	\$137.50
Water Utility Operations	Bldg/Facility Repair Supplies	IN4783644	Innovative Office Solutions	601	49401	\$65.58
Water Utility Operations	Conferences/Meetings	1112-1131	Jason Hehir	601	49401	\$17.00
Water Utility Operations	Electric Utilities	03 2025	Connexus Energy	601	49401	\$298.39
Water Utility Operations	Electric Utilities	03 2025	Connexus Energy	601	49401	\$94.07
Water Utility Operations	Electric Utilities	03 2025	Connexus Energy	601	49401	\$1,569.52
Water Utility Operations	Final Refund	20240224	CHIANGSEE YANG	601		\$41.64



City of East Bethel

March 24, 2025

Payment Summary

Water Utility Operations	Gas Utilities	03 2025-1	CenterPoint Energy	601	49401	\$271.57
Water Utility Operations	Gas Utilities	03 2025-2	CenterPoint Energy	601	49401	\$270.27
Water Utility Operations	Telephone	03 2025	CenturyLink	601	49401	\$154.15
Water Utility Operations	Telephone	03 2025	CenturyLink	601	49401	\$149.74
Water Utility Operations	Telephone	03 2025	CenturyLink	601	49401	\$140.21
						\$237,540.79



City of East Bethel

March 24, 2025

Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$10,224.19
Payroll	Federal Withholding	\$7,545.22
Payroll	Medicare Withholding	\$2,767.28
Payroll	FICA Tax Withholding	\$10,815.18
Payroll	State Withholding	\$2,920.95
Payroll	MSRS/H.S.A./HCSP	\$8,289.01
		\$42,561.83

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

February 24, 2025

The East Bethel City Council met on February 24, 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
Christina Benson, City Attorney
Rodney Sanow, Fire Chief

1.0 Call to Order

The February 24, 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 with the addition of Item 6.0 F, 'Planning Commission Resignation'. Erkel 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's Report

Lieutenant Derek Peters presented the January 2025, Sheriff's Report, stating the Sheriff's Department had 368 calls for service in January, 4 thefts, 3 assaults, 23 different traffic crashes, 43 arrests, 177 traffic stops, and 26 traffic citations. Lieutenant Peters noted that their dispatch calls were slightly lower than what they had seen in the past, but their self-initiated field activity was up in January.

Lieutenant Peters stated that their Marine Unit is working with the East Bethel Fire Department to solidify a date in early March to conduct ice rescue training out on Coon Lake.

Mundle asked if most of the 23 crashes they responded to were due to weather. Lieutenant Peters stated that time of day also impacts the numbers, they usually see accidents in the early morning and later evening hours when the light conditions are not what people are used to.

Informational; no action required.

4.0 B Fire Department Monthly Report

Fire Chief Sanow presented the January 2025 report and noted that they responded to 85 calls, of which 64 were medical, 3 crashes, 5 alarms, 3 fires, and 3 mutual aid calls. Fire Chief Sanow stated they responded to 150 total calls this year, compared to 138 at this time last year.

1 Fire Chief Sanow reminded residents that a burning permit is needed for anything bigger than a 3 X 3
2 X 3 fire. Fire Chief Sanow also reminded us that daylight saving starts on March 9, which is a good
3 time to change batteries in smoke detectors and CO detectors.

4 Sanow cautioned that with spring coming and the price of eggs, people are starting to get chickens.
5 As mentioned earlier, we did have a chicken coop fire. People are using heat lamps to keep the chicks
6 warm; as the chicks all huddle around that heat lamp, they knock it over once in a while. That can
7 cause the bedding to start on fire, which then will spread to the chicken coop. If you have them in the
8 house, it will spread to the house. So, make sure that heat lamp is secured, so that it doesn't tip over
9 easily.

10 Fire Chief Sanow updated that he believes the ice rescue training at Coon Lake should occur on March
11 24, 2025.

12 **Informational; no action required.**

13 **5.0 Public Forum**

14 Tammy Gimpl, stated that she sent a complaint email to the City Administrator and she got a
15 response which she then forwarded to everyone on the Council and did not receive any responses.
16 Ms. Gimpl asked how they work with that, if it is a legitimate complaint, and what comes next if going
17 to City staff does not work.

18 Look stated that the response to the sign issue complaint she had was that these people have the
19 freedom of speech and the sign is in their yard not in the right-of-way, and signs not in the right-of-
20 way are not covered in the Ordinance. Look suggested following up with an attorney to see if she had
21 any basis for what was written on the signs. Look stated that there is no recourse the City can do at
22 this point.

23 Ms. Gimpl stated that the signs are in the right-of-way and the sign ordinance states what they can
24 and cannot have and the fact that they are in the right-of-way is a violation. Look asked if Ms. Gimpl
25 knows how far the right-of-way is off the center of the street. Ms. Gimpl stated that it is 33 feet. Look
26 asked if she measured that. Ms. Gimpl stated that they are located in the right-of-way.

27 Look stated that they can ask the residents to move the signs back however far into their property,
28 but they cannot force them to remove the signs.

29 Dino Perfetti asked if staff and Council have a gameplan in retaining Carrie Frost as an employee of
30 the City.

31 Look stated that all personnel matters are private, but they are looking at various wage scales and
32 have met with the personnel committee, and they are undertaking the study at the moment. Look
33 stated that there is a workforce issue everywhere.

34 **6.0 Consent Agenda**

35 ~~Item A: Approve Bill List~~

36 Item B: Approve Meeting Minutes January 27, 2025 City Council Meeting – Requested Edits

37 Item C: Approve Meeting Minutes, February 10, 2025 City Council Work Meeting

38 Item D: Approve Meeting Minutes, February 10, 2025 City Council Meeting

39 ~~Item E: Approve 2024 MN Lawful Gambling LG510 Report~~

40 Item F: Planning Commission Resignation

41 Erkel requested to pull Item A. Smith requested to pull Item E.

1 **Mundle stated I'll make a motion to approve Consent Agenda as amended. 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 A Approve Bill List**

5 Erkel asked what the refund of closing overpay for the water utilities means. Look stated that he
 6 assumes it has to do with when you are setting up a residential or commercial area you pay a certain
 7 amount of escrow down for hooking up water and if you pay more than that it is refunded.

8 Erkel stated that under conference meetings the same name is listed 3 times and asked if that was a
 9 mistake or if the same person attended 3 different classes. Look stated that the charges are for three
 10 different people who went to the same conference, but the charges all went to one person's credit
 11 card so they are reimbursing him.

12 Erkel stated that she was under the understanding that an employee does all the maintenance of
 13 vehicles and asked why are they paying Ford and PTL for vehicle services. Look stated that the work
 14 that was paid for exceeds what their mechanics are able to do in terms of size and scope.

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

18 **6.0 E Approve 2024 MN Lawful Gambling LG510 Report**

19 Smith expressed his thanks to the gambling organizations that contributed 10% of their earnings to
 20 the City. Smith asked where the \$57,239.20 goes. Look stated that it goes directly in the Law
 21 Enforcement account for paying the contract.

22 Smith stated that a lot of their residents are contributing also, so if there is a way they can do
 23 something with this money to help benefit the residents as well that would be nice. Look stated that
 24 this offsets, in the budget, what the residents would be paying in taxes for the contract.

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

28 **7.0 New Business. Commission, Association, and Task Force Reports**

29 No reports given

30 **8.0 Department Reports**

31 **8.0 A Community Development**

32 None.

33 **8.0 B Engineer Report**

34 None.

35 **8.0 C City Attorney**

36 None.

37 **8.0 D Finance**

38 None.

39 **8.0 E Public Works**

40 None.

41 **8.0 F Fire Department**

1 None.

2 **8.0 G City Administrator Report**

3 **8.0 G.1 Facility Safety Policy Adoption**

4 Look stated that the prior Council had indicated an interest in evaluating and implementing a secure
5 facility policy for East Bethel. Look stated after reviewing Andover’s Facility Access Policy, changes
6 were made to tailor the policy to East Bethel.

7 **Erkel stated I’ll make a motion to approve the Facility Safety Policy. Miller stated I’ll second.**

8 Anderson asked any discussion?

9 Erkel stated that in regard to the app that people are not supposed to have access to after retiring or
10 are no longer an employee, how are they going to make sure the app is not accessible to them. Look
11 stated that in order to add somebody to the app, the telephone number and type of phone have to
12 be submitted to the app administrator and suggested that the Fire Chief would be responsible for
13 removing people and working with the new policy.

14 Look stated that there are other apps that can be downloaded by anyone, but that they do not give
15 as much information as is given on Active911.

16 Mundle stated that with Active 911, the Fire Chief can go in and remove people so there is control in
17 who has access. Erkel asked who has access to that list of people. Look stated that the Fire Chief
18 would have access to that list.

19 Look stated that Pulse Point is the app that anyone can download.

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

22 **9.0 – Other Items**

23 **9.0 A Staff Report**

24 Look stated that Elevage has been hooked up and tested and will be fully functioning as of tomorrow.

25 Look stated that they approved accepting a resignation to the Planning Commission and they have
26 two vacancies currently that can be filled. Look stated that the next Planning Commission will be very
27 busy, Lindahl has been working and processing through a number of cases.

28 Look updated that they will have a new planner starting at the beginning of March.

29 Look stated that the security system that was approved will be installed on March 6, 2025. Mundle
30 asked if it will be installed in all buildings on March 6, 2025, or if that will just be the start of the
31 installation. Look stated that he is not sure, it may take longer for some buildings rather than others
32 but it should be wrapped up pretty quickly.

33 Miller asked for a breakdown of how the Ice Arena business is running since the City has taken over.
34 Look stated that they can get the financials on that, but he knows that they are starting to make
35 profit and offsetting some of those negatives.

36 **9.0 B Council Reports**

37 Mundle stated that there was a Highway 65 Coalition meeting, and East Bethel was chosen to be the
38 treasurer for that organization again; in exchange for them being the treasurer, they will not charge
39 any member fees.

40 Mundle stated that they had a Sunrise River Watershed Management Organization meeting, and they
41 approved a budget for next year, which will come before the cities at a future time; the new budget

1 total is \$50,643 compared to \$47,189 from last year. Mundle also noted that in 2 years, they will have
2 to do their 10-year plan, and there was discussion on how to fund that.

3 Erkel asked what the estimated cost of a 10-year plan is. Mundle stated that it would probably be
4 around \$50,000.

5 Erkel stated that she attended the Chamber meeting representing the City and they were at Nace.
6 Erkel updated that they serve thousands of people each month and they have a new punch card
7 system to ensure people only come once a month. Erkel also noted that they are in need of diapers.

8 Erkel asked if the City pays for the Council to be members of the Chambers or if they are
9 automatically members. Look stated that he does not recall seeing that on the budget, but they can
10 look into it. Mundle thinks that the Council has always just been invited, but are not necessarily
11 members.

12 Erkel also noted that she attended the Anoka County Blaine Airport Meeting, and they are
13 demolishing buildings on 105th and Madison/Lexington area and plan on putting in a huge multi-use
14 sports center and a new baseball team that will play there. Erkel also stated that the airport is also
15 getting a new above ground fuel tank. Erkel noted programs and events that they will be holding.

16 Erkel stated that people can go to macnoms.com to see all flight information in the area or if they
17 have any questions/issues.

18 Erkel asked if they would be seeing and approving the Emergency Plan and other modifications from
19 the Fire Department. Look stated that the Emergency Plan is being worked on and the County has to
20 finalize theirs first before the City can finalize theirs.

21 Erkel stated that lots of residents have been taken to court by the City, and asked if there are any
22 current cases. Look stated that the current cases were approved by the prior Council, but the new
23 policy is that before prosecution, the Council has to be made aware and vote on them.

24 Erkel asked if the Seniors could get a copy of the cleaning contract and contract renewal date.

25 Erkel stated that she thinks they should have a policy for what should be done if keys are forgotten
26 and staff has to go and unlock a building for an organization. Look stated that when the new security
27 system is installed access can be granted instantly from a cell phone.

28 Erkel stated that the Senior meetings are held at 10:30 a.m. on the third Thursday of the month.

29 Anderson stated that he attended the League of Minnesota Cities' newly elected official conference
30 and noted that there was a lot of guidance and information. Anderson stated that a new webinar
31 regarding social media issues is coming up that they should look at.

32 **9.0 C Other**

33 None.

34 **10.0 Adjourn**

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

37 Meeting adjourned at 7:46 p.m.

38 Submitted by:

39 Lilian Rokosz

40 *TimeSaver Off Site Secretarial, Inc.*

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

March 10, 2025

The East Bethel City Council met on March 10, 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
 Jacob Saufley, City Attorney
 Kendra Lindahl, Community Development Director
 Rodney Sanow, Fire Chief
 Nate Ayshford, Public Works Manager
 Carrie Frost, Administrative Coordinator

1.0 Call to Order

The March 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

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

None.

5.0 Public Forum

Tammy Gimpl stated that she does not feel like she is being heard in her concerns about the Fire Department and thinks there are many things wrong in the City of East Bethel, which can be reflected in the number of applicants for Mayor and City Council this past year.

Ms. Gimpl stated that she believes most of the issues are caused by the City being a "good ole boys club" and is based on who you know, not what you know, and hopes that the people who were voted into office change things.

Ms. Gimpl also noted that she had a newfound respect for Councilmember Erkel and the questions she has been posing regarding things like the Emergency Plan and asked why the County needs to finalize its plan before the City can update and finalize theirs.

Ms. Gimpl stated that the Fire Chief is not qualified because he is not an EMT, and firefighters who are EMTs outrank the Chief no matter how long they have been firefighters. She stated that there are a lot of people out there that could take over the Fire Chief job that would be well worth the money.

1 **6.0 Consent Agenda**

2 ~~Item A: Approve Bill List~~

3 ~~Item B: Approve Meeting Minutes February 24, 2025 City Council Meeting~~

4 ~~Item C: Resolution 2025-09, Adopt-A-Park Coon Lake Beach & Maynard Peterson Park~~

5 ~~Item D: 2025 Gravel Roads Resurfacing Quote~~

6 ~~Item E: Resolution 2025-10, Supporting HF 1904 and SF 2181~~

7 Item F: Resolution 2025-11, Accepting Bids for 2025 Street Surface Improvement Project

8 Item G: Resolution 2025-12, Temporary On-Sale Liquor License: Wat Lao Xayabhoummaram

9 Erkel requested to pull Items A, B, C, D, and E.

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

11 Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any

12 opposed? That motion passes. **Motion passes unanimously.**

13 **6.0 A Approve Bill List**

14 Erkel asked about the Arena electric charge and if it is a monthly charge. Ayshford stated that should
15 be the monthly charge. Erkel stated that it seems over the top for the size arena that they have.

16 Erkel also asked about the \$18,000 for the auditor and if it is year-round and how much per hour they
17 are paying. Look stated he would double-check on the Ice Arena charge and see exactly what the
18 charge is for. Look also stated he will get more information on the auditor charge as well.

19 **Erkel stated I'll make a motion to approve Item A of the Consent Agenda. Mundle stated I'll**

20 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson

21 asked any opposed? That motion passes. **Motion passes unanimously.**

22 **6.0 B Approve Meeting Minutes February 24, 2025 City Council Meeting**

23 Erkel stated that the information regarding the chickens, heat lamps, and fires should be added to the
24 Fire Chief's monthly report.

25 **Erkel stated I'll make a motion to approve Item B of the Consent Agenda. Mundle stated I'll**

26 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson

27 asked any opposed? That motion passes. **Motion passes unanimously.**

28 **6.0 C Resolution 2025-09, Adopt-A-Park Coon Lake Beach & Maynard Peterson Park**

29 Erkel expressed her appreciation for the people who work with the parks and noted that it is hard
30 work that they are doing.

31 **Erkel stated I'll make a motion to approve Item C of the Consent Agenda. Mundle stated I'll**

32 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson

33 asked any opposed? That motion passes. **Motion passes unanimously.**

34 **6.0 D 2025 Gravel Roads Resurfacing Quote**

35 Erkel noted that if they are going for the lowest bid made, she wanted to ensure they are still getting
36 quality work. Erkel asked if they have looked into reviews and how the work has been in the past with
37 Knife River. Ayshford stated that the Bjorklund Companies has done this work for them the past few
38 years, and they have always been the lowest bid for the products they use. Ayshford stated that they
39 are quality products.

40 **Erkel stated I'll make a motion to approve Item D of the Consent Agenda. Mundle stated I'll**

41 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson

42 asked any opposed? That motion passes. **Motion passes unanimously.**

6.0 E Resolution 2025-10, Supporting HF 1904 and SF 2181

Erkel noted that she is in support of the bonding bills, and asked what stakes the schools will have in this, if they are going to give some of their levy money to support this, and does not think the City should be the only people liable for this. Look clarified that when the City takes out debt it is called a bond and is also a bill at the State level. Look stated that they are going to the State to ask for \$10.5 million for water treatment, well, water tower, and lines to connect the schools.

Look stated that in order for the schools to pay for things such as replacing their current septic system or hooking up to a City service, they would have to charge the taxpayer to do the work. Look noted that if they believe there is a regional benefit to the project then the State would be more likely to support the project.

Erkel asked for clarification on whether the school would be responsible for paying a portion of the cost if the State does not cover the whole cost. Look stated that the options would be to not do the project or to go to the school and say that they need to participate, but it would be a tough problem to figure out.

Erkel stated I'll make a motion to approve Item E 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.**

7.0 New Business. Commission, Association, and Task Force Reports**7.0 A Planning Commission****7.0 A.1 Interim Use Permit (IUP): 20485 East Bethel Boulevard NE**

Lindahl stated that the City received an application from Petra and Jon Fager for an IUP to allow grazing for sheep on a property owned by James Germain and located at 20485 East Bethel Boulevard NE. The property is guided Rural Residential and zoned RR- Rural Residential.

Lindahl noted that the applicant wishes to have up to 13 sheep on 6.6 acres of the parcel and have indicated they will use an electric fence rotating the pasture land. The site plan shows the part of the parcel where the grazing will take place.

Lindahl noted that an IUP is a conditional use with a termination or "sunset clause". The ordinance includes 10 standards for IUP/CUP approval. The ordinance includes additional standards for animals.

Lindahl stated that staff finds that the general and animal standards have been met, and the IUP should terminate upon the following: violation, transfer of title of land, or failure to start operations within three years of approval.

Lindahl stated that the Planning Commission reviewed the item and held a public hearing at the February 25, 2025 meeting. The applicant was present, and no other members of the public spoke at the meeting about this item. The Planning Commission voted 4-0 to recommend granting the IUP request for grazing.

Lindahl stated that the recommendation is to move to adopt Resolution 2025-13 approving the request for an IUP for grazing of 13 sheep/goats on the property located at 20485 East Bethel Boulevard NE, as recommended by the Planning Commission.

Erkel stated I'll make a motion to adopt Resolution 2025-13, approving the request for an IUP for grazing of 13 sheep/goats on the property located at 20485 East Bethel Boulevard NE. Miller stated I'll second. Anderson asked any discussion?

1 Miller asked for clarification on why a variance is needed for this if the landowner is okay with their
2 neighbor using their property for grazing. Lindahl stated that she does not have all the information on
3 the history of why the City's Code requires an IUP for animals and many other things. Lindahl stated
4 that it is something they could look at in the future, but having animals on the property is what
5 triggered the need for an IUP.

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

8 **7.0 A.2 Preliminary Plat: PID #26-33-23-32-0012, Viking Boulevard NE**

9 Lindahl stated that the City received an application for a three-lot subdivision named "Blanco de Cola
10 Pradera" located at PID#26-33-23-32-0012 and #26-33-23-23-0001. The parcels are guided Rural
11 Residential and zoned RR- Rural Residential.

12 Lindahl noted that the application meets all standards for a Preliminary Plat request. The City
13 Engineer has reviews and provides comments with conditions of approval. Anoka County has
14 reviewed and provided comments: additional Right-of-Way will be required and proposed accesses
15 are acceptable. The applicant needs to update plans according to conditional submittal of the final
16 plat.

17 Lindahl stated that the Planning Commission reviewed the item and held a public hearing at the
18 February 25, 2025 meeting. The applicant was present, and no other members of the public spoke at
19 the meeting. The Planning Commission voted 4-0 to recommend approval of the Preliminary Plat.

20 Lindahl stated that the recommendation from staff is to move to approve Resolution 2025-14 for the
21 request for a Preliminary Plat for "Blanco de Cola Pradera" for three lots located at PID #26-33-23-32-
22 0012 and #26-33-23-23-0001, as recommended by the Planning Commission.

23 **Mundle stated I'll make a motion to adopt Resolution 2025-14, approving the request for a**
24 **Preliminary Plat for "Blanco de Cola Pradera" for three lots located at PID #26-33-23-32-0012 and**
25 **#26-33-23-23-0001. Miller stated I'll second.** Anderson asked any discussion?

26 Erkel asked why things come before the Council when there are so many things that still needed to be
27 done. Lindahl stated that it is common that there are conditions of preliminary plat because it is very
28 expensive to do these projects. Lindahl stated that this landowner is not a professional developer but
29 does understand that before it comes back for the final plat the conditions all need to be addressed.

30 Lindahl stated that it is a matter of this being his first subdivision and there are things that need to be
31 worked through.

32 Erkel asked if this property has been divided before. Anderson stated that it has not. Lindahl clarified
33 that there cannot be administrative subdivisions developed more than once, but properties can be
34 replatted more than once.

35 Erkel expressed concern for this being on a floodplain and wetlands because recently, there were
36 issues with someone putting in a driveway, and they spent thousands of dollars, and then another
37 organization came in and told them it had to be put somewhere else due to the wetlands.

38 Erkel asked if all the organizations that provide rules and regulations for wetlands and floodplains
39 have been notified and are involved in this development, because she does not want to see people
40 spend tons of money just for someone to tell them that it cannot be put there. Look stated that the
41 issue with the driveway involved the filling of a wetland, however, with this project as long as they
42 are not building in the delineated portion of the wetland, they will be fine.

1 Look stated that generally, the Army Corp of Engineers is not involved in this type of plat unless the
2 wetland is being replaced.

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

5 **7.0 A.3 Rezone a Property RR to AG: 22206 Durant Street NE**

6 Lindahl stated that the City received an application from the property owner to rezone the property
7 located at 22206 Durant Street NE. The 29.82-acre property is guided Rural Residential and zoned RR-
8 Rural Residential and is requesting that it be rezoned to Agriculture.

9 Lindahl noted that the request is consistent with the Comprehensive Plan. The applicant has
10 indicated the intent to build more accessory structures if approved. The A zoning designation has no
11 limit on "Agricultural Buildings" allowed.

12 Lindahl stated that the Planning Commission reviewed the item and held a public hearing at the
13 February 25, 2025, meeting. The applicant was present and no other members of the public spoke at
14 the meeting. The Planning Commission voted 4-0 to recommend approving the rezone request.

15 Lindahl stated that the staff recommends to move to adopt Ordinance 2025-01 for the approval of
16 the request to rezone the property located at 22206 Durant Street NE from RR-Rural Residential to A-
17 Agriculture, as recommended by the Planning Commission.

18 **Erkel stated I'll make a motion to adopt Ordinance 2025-01, approving the request to rezone the**
19 **property located at 22206 Durant Street NE from RR-Rural Residential to A- Agriculture. Mundle**
20 **stated I'll 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 **7.0 B Economic Development Authority**

23 None.

24 **7.0 C Park Commission**

25 None.

26 **8.0 Department Reports**

27 **8.0 A Community Development**

28 **8.0 A.1 Barndominium Ordinance**

29 Lindahl stated that staff developed the proposed ordinance amendment to allow barndominiums in
30 the A and RR zoning districts.

31 Lindahl noted that a definition is needed for "barndominium" and updating the definition of
32 "Accessory structure" to make it clearer both for "detached" and "attached" structures.

33 Lindahl stated that the ordinance generally prohibits home occupation from occurring on the lot in a
34 detached accessory structure.

35 Lindahl stated that the Council should give direction on if they want to either allow metal siding of
36 any type for all single-family dwellings or only for barndominiums in East Bethel.

37 Lindahl noted that if the Council decides that barndominiums may use metal siding, it would need to
38 comply with the following: the panels have been treated with a factory applied color coating system
39 to prevent against any fading or degradation and have concealed fasteners.

1 Lindahl stated the desire is to allow metal siding on all homes in East Bethel, then staff finds that
2 calling out barndominiums as a different use is unnecessary. Other sections of the code would
3 regulate size, placement, and ratio of garage or shop space to living area.

4 Lindahl noted that the following provision would help regulate attached building size when you begin
5 to get larger lots: attached accessory buildings, including garages, with a footprint of less than 1,000
6 square feet shall not be considered as part of the maximum footprint for purposes of the detached
7 accessory structure calculations. However, attached accessory building space in excess of the initial
8 1,000 square feet shall be counted towards the maximum allowable detached accessory building
9 footprint.

10 Lindahl stated that when looking at the Menards examples of barndominiums, the range of total
11 square footage ranges from 2,900 sq. ft. to 6,000 sq. ft. including garage and living area. Additionally,
12 the garages range from 570 sq. ft. to over 3,500 sq. ft. total. Comparing the garage size to the living
13 space size, however, shows a wide variation.

14 Lindahl asked that the Council discuss and provide direction to staff, so that the amendment can be
15 scheduled for a Public Hearing at the Planning Commission and Council action at an upcoming
16 meeting.

17 Erkel asked to show which of the presented images use metal siding and which do not. Lindahl
18 presented photos from the meeting packet to show what the metal siding could look like.

19 Erkel asked what specifications would need to be put into the ordinance so that they would look like
20 the photos presented in the packet. Lindahl stated that the things that could say would be that metal
21 siding is permitted provided there are two or more styles of metal siding, metal siding is permitted as
22 long as there is wainscoting or color accent and trim boards, or only a certain percentage of the
23 house can be one specific style of siding.

24 Lindahl stated that she needs to hear from the Council about what is important to them so that she
25 can figure out how to write the Code to get there.

26 Mundle asked if the metal siding is just the metal panel or if it includes steel lap siding. Lindahl stated
27 that it would be all metal siding. Mundle stated that he would make an argument that the steel lap
28 siding is similar in appearance to vinyl lap siding, but nowhere does it have the metal panel that
29 traditionally comes on a pole building.

30 Lindahl stated that they would want to say metal lap siding if the Council thinks that it is the same
31 quality as the vinyl lap siding.

32 Mundle stated that it might be easier to call out what would not be allowed, if a pole barn look is not
33 wanted.

34 Anderson stated that on the street-side of the house they could make there be a certain amount of
35 brick coming up so it is not all metal.

36 Miller stated that the quality of the steel siding has changed drastically in the last 10 years, and thinks
37 that the residents would be more than happy to use materials like this.

38 Anderson asked if they would be increasing their IUP and CUPs with buildings like this. Lindahl stated
39 that they have lots of interest in these. Lindahl stated that what she is hearing is that they would
40 allow barndominiums in the Rural Residential and Agricultural zoning districts and metal siding is
41 permitted for lap or other decorative siding but not standing seam. Lindahl stated that the only
42 question that remains is how they want to manage the size.

1 Lindahl referenced the chart on pages 94/95 of the meeting packet and discussed what it entails.

2 Mundle stated that it seems a reasonable place to start. Miller stated that he sees how this would
3 work.

4 Erkel stated that she would like to contemplate the overall size and ratios, but likes the direction that
5 they are going in.

6 Mundle asked that in regard to barndominiums where the garage is incorporated into the living
7 space, are these garages defined from the living area and separated from the living area.

8 Lindahl stated that she will check with the building official, but she believes that they are.

9 Mundle also asked why the barndominium are considered detached. Lindahl stated that is just the
10 term pulled from the building Code.

11 Mundle asked if barndominiums would be allowed in a platted single-family development. Lindahl
12 stated that the decision is up to the Council. Lindahl stated that they could set a minimum lot size in
13 those zoning districts, but she would avoid tying it to whether the lot is platted or not.

14 Erkel asked if she could bring the draft back to the Council prior to it being brought to the Planning
15 Commission.

16 **8.0 B Engineer Report**

17 None.

18 **8.0 C City Attorney**

19 None.

20 **8.0 D Finance**

21 None.

22 **8.0 E Public Works**

23 None.

24 **8.0 F Fire Department**

25 None.

26 **8.0 G City Administrator Report**

27 **8.0 G.1 Position Update & Salary Grade Change: Admin Coordinator**

28 Look stated that Carrie Frost began employment with the City of East Bethel as an Administrative
29 Assistant on November 4, 2011. On September 23, 2013, she was promoted to the City’s Permit
30 Technician Position and on October 1, 2014, she was promoted to her current Administrative
31 Coordinator Position.

32 Look noted that Ms. Frost is scheduled to complete her City Clerk certification in July of 2025 and has
33 become a staff leader as it relates to employee training / overall support. The Administrative
34 Coordinator position is currently at Grade 6 (\$35.38 per hour) in the City of East Bethel’s salary
35 matrix. Given the items mentioned above, and to remain competitive with other surrounding City’s
36 wages / retain our valued employees, Staff recommends a salary grade change to Grade 7 (\$38.92 per
37 hour).

38 Look stated that staff recommends the Council consider the approval of the updated Administrative
39 Coordinator position description and grade change from grade 6 (\$35.38 per hour) to grade 7 (\$38.92
40 per hour) effective March 11, 2025.

1 **Erkel stated I'll make a motion to approve the updated Administrative Coordinator position**
 2 **description and grade change from grade 6 (\$35.38 per hour) to grade 7 (\$38.92 per hour) effective**
 3 **March 11, 2025. Miller stated I'll second.** Anderson asked any discussion?

4 Mundle thanked Ms. Frost for everything she has done. Erkel stated that she believes Ms. Frost has
 5 earned this and has gone above and beyond.

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

8 **8.0 G.2 SRWMO 2026 Budget & JPA Amendment**

9 Look stated that the SRWMO's draft 2026 budget is provided and discussed the amendments to the
 10 Joint Powers Agreement (JPA) that would update the agreement to designate how to fund the
 11 watershed plan, update and other work required by the State in order for the WMO to exist.

12 Look noted that budget expenses are broken out into two categories and percentages are attributed
 13 to each member of the JPA. Operating Budget expenses are shared equally by members of the JPA
 14 (25% each). Non-Operating Budget expenses are not shared equally by members of the JPA
 15 (Columbus 19%, East Bethel 30%, Ham Lake 4% and Linwood 47%).

16 Mundle asked if they need two separate motions. Look stated only one motion is needed, but they
 17 could do it separately if desired.

18 Erkel asked what they are doing differently to cause the increase. Mundle stated the increase comes
 19 from the SRWMO starting to budget for the 10 Year Plan.

20 **Mundle stated I'll make a motion to approve the 2026 SRWMO Budget. Miller stated I'll second.**
 21 Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any
 22 opposed? That motion passes. **Motion passes unanimously.**

23 Mundle noted that for the JPA, currently the 10 Year Plan is identified as a non-operating cost and is
 24 broken down by the ratio Look noted previously, Columbus 19%, East Bethel 30%, Ham Lake 4% and
 25 Linwood 47%.

26 Mundle stated that what was proposed by the Columbus representative, is that the 10 Year Plan be
 27 defined as an operating cost, so all members would pay 25%.

28 Look stated that all members must vote on this, so if one member does not vote on it/does not get
 29 approved, it would go back to non-operating cost, which is the current way.

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

33 **8.0 G.3 URRWMO 2026 Budget**

34 Look presented the 2026 budget for the Upper Rum River Water Management Organization and the
 35 East Bethel portion. Look noted that if not for the anticipated cost for the 10-year plan, the 2026
 36 budget would have gone up \$60.

37 **Erkel stated I'll make a motion to approve the URRWMO 2026 Budget. Smith stated I'll second.**
 38 Anderson asked any discussion?

39 Erkel stated that she is concerned due to the increase of about \$15,000.

1 To the motion, all in favor say aye. **Mundle, Anderson, Miller, Smith – Aye.** Anderson asked any
2 opposed? **Erkel – Nay.** That motion passes. **Motion passes.**

3 **8.0 G.4 Spring Town Hall Discussion**

4 Look stated that staff has reviewed and found possible dates to hold the spring Town Hall Meeting
5 where there are no conflicts with the evening meeting schedules or any East Bethel commissions or
6 committees in April 2025.

7 Look also stated that a proposal has been made to hold an annual Town Hall meeting in conjunction
8 with the City celebration, Booster Day.

9 Erkel asked what part of Booster Day the meeting would be held. Frost stated that they would need
10 to consult the Booster Day Committee to see what time would be most convenient and they can
11 bring that information back to Council. Erkel suggested they use the Booster Day idea for next year so
12 they could try to plan earlier. Erkel nominated April 24, 2025, for the spring Town Hall Meeting date.

13 Mundle clarified that the meeting starts at 6 p.m. Look stated that is correct.

14 Erkel asked that they get signs put out at major intersections to remind people of the meeting the
15 week of. Miller asked if they could get a newsletter out to the residents prior. Look stated they are
16 working on that.

17 **Erkel stated I'll make a motion to hold the spring Town Hall Meeting on April 24, 2025. Smith**
18 **stated I'll second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.**
19 Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

20 **9.0 – Other Items**

21 **9.0 A Staff Report**

22 Look stated they are making excellent progress on the new security system that is being installed.

23 Look updated that they have completed the Ice Arena, Fire Station #1, and will be moving to City Hall
24 and Whispering Aspen next.

25 Look stated that the League Conference is being held in Duluth on June 25-27, 2025.

26 Look stated that he will be lobbying at the Capital Investment Committee on Thursday, and he should
27 get a good feel for how receptive they will be.

28 Look stated that they are in the process of finalizing the financials for the Ice Arena and updated that
29 it is being managed better than it was before.

30 **9.0 B Council Reports**

31 Smith asked what they can do to get a newsletter out to residents at least 4 times a year. Look stated
32 that it does not make sense to put out newsletters if there are no new articles to be put into it, but
33 they have put in requests to department heads on what articles they may have to include.

34 Miller asked if they ever put local advertising into the newsletter. Look noted that there is advertising
35 in it, but does not think it gets pushed very hard. Look noted they could reach out to the Chamber to
36 research if there are people interested in getting an advertisement.

37 Frost stated that she has a list of entities that she reaches out to prior to see if there is a desire for
38 advertisement. Frost stated that typically there is not much interest, and it is a huge time
39 commitment because she usually has to design the ads.

40 Erkel asked what the fees are. Frost updated that she does not know the exact amount but knows
41 there is a discount if they purchase multiple ads.

1 Miller asked if they are selling any advertisements for the Ice Arena. Frost stated that they are but
2 Jason Hehir handles that along with the Ice Arena management.

3 Erkel asked what happens if a phone that has access to the security system gets lost. Ayshford stated
4 that they also have a 4-digit PIN that is specific to each person. Ayshford also clarified that the fee
5 asked about during the consent agenda earlier is the monthly electricity charge.

6 Erkel asked if there are interviews scheduled for the new Community Development Director. Look
7 stated that the interviews are not scheduled yet, but they have 4 applicants.

8 Erkel asked who would sit in on the interviews. Look stated that generally it would be Jeziorski,
9 himself, and maybe a department head, but could include somebody from the Council if desired.

10 Erkel suggested that whenever a resolution is being voted on the wording is changed from “the City
11 recommends approval” to “the City recommends the Council approve or disapprove” to avoid
12 potential bias.

13 Mundle stated that he will attend the Booster Day Committee meeting on Wednesday.

14 Miller noted that they finished the budget at the Upper Rum River WMO, and they have already paid
15 their dues for the year.

16 **9.0 C Other**

17 None.

18 **9.0 D Closed Session**

19 **9.0 D.1 Employee Improvement Update**

20 Saufley stated thank you Mr. Mayor. For the benefit of the public, we’d note that at this time the
21 Council’s about to go into Closed Session to review the Employee Improvement Update.

22 Anderson stated that in the Closed Session the Council will evaluate the performance of the Fire Chief
23 and Emergency Manager Rod Sanow.

24 This Closed Session will be tape recorded as required by Statute with that tape being maintained for a
25 period of two years. The Council will come back into Open Session after having concluded its Closed
26 Session and announce if there are any actions taken during the course of the Closed Session.

27 **Mundle stated I’ll make a motion to go into Closed Session at 8:29 p.m. for the purposes that City**
28 **Attorney’s indicated. Erkel stated I’ll second.** Anderson asked any discussion? All in favor say aye?
29 **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

30 *(Council moved into Closed Session.)*

31 *(Council reconvened in Open Session.)*

32 Look suggested a 10-minute recess should be taken for the City Attorney to create the summary of
33 the Closed Session.

34 **Erkel stated I’ll make a motion for a 10-minute recess to refine the findings from the Closed Session**
35 **at 9:47 p.m. Smith stated I’ll second.** Anderson asked any discussion? All in favor say aye? **All in**
36 **favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

37 **Mundle stated I’ll make a motion to reconvene from the recess at 9:57 p.m. Miller stated I’ll**
38 **second.** Anderson asked any discussion? All in favor say aye? **All in favor.** Anderson asked any
39 opposed? That motion passes. **Motion passes unanimously.**

1 Anderson stated that during the Closed Session they evaluated the performance of Fire Chief Sanow,
 2 on a follow-up to a 60-day improvement plan. The Council discussed the Fire Chief’s efforts to regain
 3 confidence of the Council and the Fire Chief was allotted adequate time to explain his performance
 4 and department morale. Anderson noted that after a lengthy deliberation, the City Council has voted
 5 to terminate Rod Sanow as Fire Chief.

6 **Smith stated I’ll make a motion to hire Jerry Streich as their interim Advisor until a new Fire Chief is**
 7 **hired. Miller stated I’ll second.** Anderson asked any discussion?

8 Smith noted that in conversation with Streich he has agreed to work for the same pay that Sanow
 9 was receiving and is willing to work as much or as little as is needed. Smith also stated that all of
 10 Sanow’s computers and apps need to be shut off immediately, and his vehicle keys and pager should
 11 be returned as well. Smith also noted that Streich will be able to help them find and recruit a new Fire
 12 Chief.

13 Erkel asked for clarification on who Streich is and what his qualifications are. Look stated that Streich
 14 is a retired Fire Chief, has a long-distinguished career, and is well-respected in the fire community.

15 Mundle asked to have a formal contract for Streich at the next meeting, before he is hired, but sees
 16 the need to have him serve as the interim in the meantime.

17 All in favor say aye? **Erkel, Mundle, Miller, Smith - Aye** Anderson asked any opposed? **Anderson –**
 18 **Nay** That motion passes. **Motion passes.**

19 **10.0 Adjourn**

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

22 Meeting adjourned at 10:03 p.m.

23 Submitted by:
 24 Lilian Rokosz
 25 *TimeSaver Off Site Secretarial, Inc.*

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

RESOLUTION 2025-16

**RESOLUTION APPROVING APPLICATION FOR A RAFFLE PERMIT FOR
CRUSH ALS WITH NO WAITING PERIOD**

WHEREAS, Crush ALS, a nonprofit organization, has made application for a gambling permit for a raffle to be held on Thursday, September 4, 2025 at the Hidden Haven Golf Club, 20520 Polk Street NE, East Bethel, MN 55011.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA that the gambling permit application for Crush ALS for a raffle to be held on Thursday, September 4, 2025 at the Hidden Haven Golf Club, 20520 Polk Street NE, East Bethel, MN 55011 is approved with no waiting period.

Adopted this 24th day of March, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Arden Anderson, Mayor

ATTEST:

Mike Jeziorski, Deputy City Administrator

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

RESOLUTION NO. 2025-17

**RESOLUTION APPROVING THE APPLICATION FOR A GAMBLING PERMIT
FOR EAST BETHEL BOOSTER DAYS INC AT THE 2025 BOOSTER DAY EVENT**

WHEREAS, the Booster Day Committee dba East Bethel Booster Days, Inc. has made application for an off-site gambling permit for a bingo event to be held on Saturday, July 19 at Booster Park for the 2025 Booster Day event.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the gambling permit application for East Bethel Booster Days, Inc. for a bingo event to be held on Saturday, July 19 for the 2025 Booster Day event at Booster Park is approved.

Adopted this 24th day of March, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Arden Anderson, Mayor

ATTEST:

Mike Jeziorski, Deputy City Administrator

**CONTRACTUAL AGREEMENT FOR SERVICES
CONSULTATION AND PUBLIC SAFETY MANAGEMENT**

THIS AGREEMENT, dated this 10th day of March, 2025 (“Agreement”), entered into by and between the CITY of EAST BETHEL, a Minnesota municipality, hereinafter referred to as the “Municipality”, and CAPSTONE LLC, a Minnesota Limited Liability Company, hereinafter referred to as the “Consultant”.

WHEREAS, the Consultant is agreeable to providing such consulting services to the Municipality on the terms set out in this Agreement, and unless expressly provided in this Agreement elsewhere or later approved in writing (email acceptable) by the City Administrator, Consultant’s services shall be provided solely and exclusively by the individual, Jerry L. Streich; and

WHEREAS, the Municipality is of the opinion that the Consultant has the necessary qualifications, experiences, and abilities to provide the services under this Agreement to the Municipality, and on March 10, 2025 authorized the City to enter into a consulting and public safety management agreement upon review by the City Attorney.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Municipality and the Consultant (individually the “Party” and collectively the “Parties” to this Agreement) agree as follows:

A. SERVICES PROVIDED

1. The Municipality hereby agrees to engage the Consultant to provide the Municipality with the following professional services as a leadership & management consultant and safety & emergency management consultant (the “Services”):

- a. **PRIMARY SERVICE – MANAGEMENT OF A FIRE DEPARTMENT**

1. The individual, Jerry L. Streich, shall act as the interim East Bethel Fire Chief, fulfilling all the duties and responsibilities of the fire chief as department head for the Fire Department until a new fire chief is appointed and undertakes those duties and responsibilities.
2. Provide general assistance and management of daily operations and the budget.

3. Assist with the development for and the process in hiring a new fire chief and, thereafter, remain on in a transition capacity for a duration mutually agreed upon by the parties.
4. Mentor and coach personnel.
5. Evaluate current operations, staffing and response plans.
6. Recommend improvements or changes as needed.

b. **OPTIONAL SERVICES TO BE DISCUSSED AND APPROVED BY THE CITY COUNCIL**

1. Respond to incidents as an Incident Commander.
This will require the city to indemnify Capstone from all claims that may be brought against them while acting in this capacity for the benefit of the community.
 2. Provide Emergency Management Training to city staff.
2. The Services will also include any other consulting tasks which the Parties may agree on as the formation of such department come together. Optional and Additional Services will be provided under the same compensation terms unless agreed upon in writing by all the signatories below.

B. PAYMENT

1. The Municipality hereby agrees to pay the Consultant for professional services as outlined below.
 - a. Work performed by the Consultant will be billed to the Municipality at a rate of ten thousand five hundred dollars (\$10,500) per month, payable on or before the 15th of the following month. For services rendered for the first month of March 2025 and if terminated prior to the completion of a entire month, payment shall be based on a pro rata basis. If a vehicle is not provided, and where travel is required, and the Consultant's personal vehicle is used, the Consultant will bill the Municipality at the IRS 2025 Standard Mileage Rate per mile.
 - c. If work outside the scope of services listed is requested by the Municipality, the Consultant shall be notified immediately, and the two parties shall agree to the scope of work and expected timelines.
 - d. If unforeseen costs are identified, the Consultant will notify the Municipality for approval prior to spending funds.

- e. No claim for payment by Consultant shall be paid unless it is detailed and otherwise in compliance with the claim requirements of Minn. Stat. §§ 471.38; 471.391; and any other applicable law. Before paying a claim that involved the use of materials or labor supplied by someone other than the Consultant, the Municipality may require Consultant to supply proof of payment for such materials or labor. Claims for payment will be audited, reviewed and processed for payment by the Municipality during the next regularly scheduled City Council meeting after a claim is submitted.

C. OTHER PARTIES

- 1. It is anticipated by the Parties that the Consultant may need to hire a third party to assist with portions of this Agreement in order to expediate the development of this department, and bring in outside experts such as GIS professionals, Training Coordinators, and other vendors to perform necessary work. However, Consultant shall not delegate or enter into any subcontract for performance of any services contemplated under this Agreement nor assign any interest in the Agreement without the prior written approval of the Municipality and subject to such conditions and provisions as Municipality may deem necessary or desirable in its sole discretion. If Municipality permits the use of subconsultants, no subconsultant may perform any work under this Agreement without first providing Municipality certificates of insurance showing all the coverage required. Consultant shall be responsible for the performance of all subconsultants. Consultant shall pay the subconsultants for undisputed services provided by them within 10 days of receiving payment from the Municipality.

D. LIMITATION OF LIABILITY

- 1. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, THE CONSULTANT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, REGARDING THE DUTIES, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE, OR WITH RESPECT TO THE ACCURACY, COMPLETENESS, OPERABILITY, OR USEFULNESS OF THE DUTIES. Except in case of gross negligence or willful misconduct on the part of the Consultant, the municipality assumes full responsibility, and the Consultant shall not be liable for (i) the Municipalities use and application of the Duties, (ii) the adequacy, accuracy, interpretation or usefulness of the

Duties, and (iii) the results or information developed from the Company's use or application of the Duties. Except in case of gross negligence or willful misconduct on the part of the Consultant or breach of the Consultant's obligations under this Agreement, the Municipality waives any claim or rights of recourse on account of claims against the Consultant either in the Municipality's own right or on account of claims against the Consultant by third parties, and the Municipality shall indemnify and hold the Consultant harmless against any claims, liabilities, demands or suits of third parties directly related to Consultant's work for Company. The foregoing waiver and indemnity shall apply to any claims, rights of recourse, liability, demand or suit for personal injury, property damage, or any other damage, loss or liability, directly or indirectly arising out of, resulting from or in any way connected with the Duties, or the use, application, adequacy, accuracy, interpretation, usefulness, or management of the Duties, or the results of information developed from any use or application of the Duties, and whether based on contract obligation, tort liability (including negligence) or otherwise, except in case of gross negligence or willful misconduct on the part of the Consultant or breach of the Consultant's obligations under this Agreement.

2. Nothing in this Agreement shall constitute a waiver by the Municipality of any statutory limits or immunities from liability.

E. INSURANCE

1. Consultant agrees that it will provide and maintain at all times during the term of this Agreement such insurance coverages as are indicated herein and that will otherwise comply with the provisions that follow. Such policy or policies shall apply to the extent of, but not as a limitation upon or in satisfaction of, the indemnity provisions of this agreement. The provisions of this section shall also apply to all subconsultants, other lower tier Consultants, independent Consultants engaged by Consultant with respect to this Agreement, and Consultant shall be entirely responsible for securing the compliance of all such persons or parties with these provisions. All policies required by this Agreement shall be issued by financially responsible insurers licensed to do business in the State of Minnesota. Consultant shall not commence or perform any work under this Agreement until certificates of insurance are presented to the Municipality showing the required coverages are in full force and effect with at least the required coverage limit amounts.

2. Consultant shall maintain during the entire term of this Agreement the following insurance coverage and provide Municipality a certificate of insurance showing such coverage before providing any services under this Agreement: (1) Commercial general liability insurance coverage with a policy limit of at least \$1,500,000 per occurrence; (2) Business automobile liability coverage with liability limits of at least \$1,000,000; (3) Workers' compensation insurance; and (4) Professional liability coverage with a policy limit of at least \$1,500,000 per occurrence. If Consultant is not required by law to carry workers' compensation insurance, in place of proof of workers' compensation insurance, Consultant may provide a written statement of exemption specifying the particular provision of Minn. Stat. §176.041 that exempts Consultant from having to carry such coverage.

F. INDEPENDENT CONTRACTOR

1. Consultant acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between Municipality and Consultant. No employee related withholdings or deductions shall be made from payments due Consultant. Consultant shall not be entitled to receive any benefits from Municipality and shall not be eligible for workers' compensation or unemployment benefits. Consultant shall at all times be free to exercise initiative, judgment, and discretion in how best to perform or provide the services identified herein.
2. Nothing within this Agreement shall be deemed to prohibit the Consultant from working for other municipalities. Nothing in the Agreement prohibits the Municipality from retaining the services of other public safety consultants as the Municipality deems appropriate or necessary.

H. TERM OF AGREEMENT

1. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect thru December 31, 2025, subject to earlier termination as provided in this Agreement. The Term may be extended with the written consent of both the Consultant and the Municipality.
2. A termination for cause may occur at any time; otherwise this Agreement may be terminated by either party delivering to the other party written notice of termination at least 30 days in advance.

3. In the event of termination by the Municipality, unless such termination is due to gross negligence or misconduct, the Municipality shall pay the Consultant for services completed prior to the effective date of the termination and for Consultant expenses within 35 days after Municipality's receipt of Consultant's invoice with detailed supporting proof of expense.

I. GENERAL TERMS

1. Consultant shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations including but not limited to, all safety standards now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Consultant is responsible. Consultant shall procure, at Consultant's expense, all permits, licenses, or other rights required for the provision of the services contemplated by this Agreement. Consultant shall inform Municipality of any changes in any of the above permits, licenses, or other rights issued within five days of occurrence. If a permit or permission must be obtained by Municipality before Consultant can perform services under this Agreement, Consultant shall immediately notify Municipality of this need and shall assist Municipality as needed to obtain the permit or permission.
2. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. Any claims, actions, or disputes shall be venued in Anoka County, State of Minnesota. When acting as the Fire Chief, to the fullest extent of the law, the Consultant shall be given full rights and protection according to federal law, Minnesota State Statutes, and local ordinance and policies.
3. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.
4. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
5. Any reports, budgets, passwords, or other materials created during the formation of this department, become the property of the Municipality. Immediately upon termination and as a pre-condition to any remaining payments due and owing under this Agreement by the Municipality to the

Consultant, the Consultant shall not destroy and shall return any and all Municipal property, including electronic data or emails, etc., to the Municipality.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be approved on the date and year first written above.

CITY OF EAST BETHEL

By: _____
Ardie Anderson, Mayor
East Bethel, Minnesota

By: _____
Matt Look, City Administrator
East Bethel, Minnesota

APPROVED AS TO FORM:

Eric Larson, City Attorney

CAPSTONE LLC

By: _____
Jerry L. Streich, CEO

CITY OF EAST BETHEL POSITION DESCRIPTION

Position Title: Fire Chief / Emergency Management Director	FLSA Status: Exempt/Non-essential/Non-union/Confidential
Department/Division: Fire Department	Position Status: Regular Full-Time
Accountable To: City Administrator	Salary Grade: Grade 11
Prepared By: City Administrator	Date: March 24, 2025

Position Summary:

Under the general supervision of the City Administrator, the Fire Chief is responsible for general policy development and administrative control, directing, planning, and coordinating all activities of the Fire Department including, but not limited to, fire protection and emergency response, investigating the cause and origin of fires occurring in the City, fire prevention and safety educational services, training and safety of personnel, fire station facilities and vehicles/equipment assigned to the Fire Department and supervision of all staff as assigned. The Fire Chief also supervises/performs all duties of the Fire Marshal including managing the safety-related plans for all businesses within the City, review fire safety-related plans for all new buildings, conducts periodic fire inspections during construction, and oversees or conducts inspections in existing buildings for compliance with the State Fire Code and other State codes and City ordinances as appropriate. The Fire Chief will also serve as the City's Emergency Management Director.

Duties and Responsibilities:

- Administers, plans, and evaluates all activities of the Fire Department.
- Responds to day time emergencies and may assume command of activities at the scene of major emergencies, as required.
- Performs all duties of the Fire Marshal including managing the safety related plans for all businesses within the City.
- Provides supervision of staff assigned to the Fire Department and manages and evaluates personnel at the scene of emergencies and other settings.
- Administers fire code enforcement and fire prevention activities within the Fire Department, including supervision of assigned personnel.
- Prepares annual budget, including recommendations relating to purchase of capital equipment, for submission to the City Administrator.
- Delegates appropriate duties, responsibility and authority to officers and training personnel.
- Administers the training and certification programs for firefighters and officers to ensure content and consistency.
- Administers vehicle, equipment and facility maintenance activities.
- Develops and maintains emergency preparedness plans.
- Prepares and submits monthly reports to the City Administrator regarding the department's activities.
- Schedules, supervises and conducts inspections of existing structures, construction and remodel sites for compliance with fire codes.
- Reviews and approves commercial construction plans for fire code compliance.
- Coordinates with building officials for fire-related code review, and approval of occupancy permits and business licenses.
- Responds to complaints regarding fire code violations and fire hazards.
- Administers compliance of required State and Federal fire incident reports.

- Prepare and update the City Emergency Management Plan to ensure compliance with all State and Federal rules and regulations.
- Develop a program to provide and augment the essential services in time of emergency.
- Educate the public on Emergency preparedness.
- Coordinate with neighboring communities to ensure Emergency Management Plans are compatible.
- Coordinates with other City staff for all types of emergencies. Coordinates a tabletop disaster scenario for review by all involved personnel.
- Performs other related duties as assigned by the City Administrator.

Peripheral Duties:

- Attends state conferences and meetings to keep abreast of current trends in the fire service; represents the Fire Department in a variety of local, county, state and other meetings as budget permits.
- Performs the duties of command personnel as needed.
- Develops plans for special assignments such as emergency preparedness, hazardous materials, training programs, firefighting, or other emergency aid activities.
- Attends Anoka County Fire Protection Council meetings on a regular basis.
- Attends State Emergency Manager meetings on a regular basis.

Knowledge, Skills and Abilities:

- Thorough knowledge of modern fire suppression techniques, fire prevention, and emergency medical services principles, procedures, and equipment; working knowledge of first aid and resuscitation techniques and their application as demonstrated through State First Responder, or E.M.T. certification.
- Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures or guidelines, and regulations.
- Skill in the operation of all fire service tools and equipment.
- Ability to train and supervise subordinate personnel.
- Ability to perform work requiring good physical condition.
- Ability to make public presentations and speak effectively to groups, boards and in all other situations that require a civic presence.
- Ability to communicate effectively orally and in writing.
- Ability to exercise sound judgment in evaluating situations and in making decisions.
- Ability to effectively give and receive verbal and written instructions.
- Ability to establish and maintain effective working relationships with other employees, supervisors, and the public.
- Extensive knowledge of inspection techniques, including working knowledge of fire suppression techniques and equipment.
- Extensive knowledge of fire codes and their applications.
- Ability to identify, develop, and utilize capabilities of staff, including providing the leadership necessary to enhance staff participation, recruitment, and retention.
- Ability to react calmly and quickly in cases of emergency and to make sound decisions in such situations.
- Possess strong collaboration and conflict resolution skills and the ability to diffuse potentially negative situations. Build trusting relationships.

Minimum Qualifications:

- ~~High School Diploma, preferably an Associate Degree or equivalent experience~~ Bachelor's degree in Fire Administration, Fire Science, Emergency Management, Public Safety, Public Administration, or related field that can demonstrate to benefit the administration of a professional fire department.
- ~~U.S. citizen~~ Legally authorized to work in the U.S.. Must be able to read and write the English language. Must be able to multiply, divide, use fractions and read graphs.
- Completed certifications required for an Emergency Medical Responder
- Extensive knowledge of building, electrical, mechanical and fire codes.

- Minimum of ten (10) years of service as an active firefighter.
- Minimum of five (5) years of officer experience.
- Must possess, or be able to obtain by time of hire, a valid State driver's license without record of suspension or revocation in any state.
- Utilizes managerial and leadership principles to maintain an effective work force.
- Must have a good working knowledge of Microsoft Windows, EMS software and record maintenance systems.
- ~~This is a "working managerial" position that requires residency within thirty minutes of the fire service area (within one (1) year of employment).~~

Desired Qualifications:

- ~~Bachelor's~~ ~~Master's~~ Degree in Fire Administration, Fire Science, or related field that can demonstrate to benefit the administration of a professional fire department
- Completed Basic Administration and Advanced Administration, State Fire Marshal Leadership Academy or Fire Marshall Code Academy.
- Emergency Management Director or Practitioner Certificate from Minnesota HSEM

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee will be required to pass a pre-employment physical exam performed by a city-specified physician and pass an annual medical checkup.

The employee may be required to perform fire-fighting tasks (e.g., hose line operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry, etc.), rescue operations, and other emergency response actions under stressful conditions while wearing PPE and SCBA, including working in extremely hot or cold environments for prolonged time periods.

Employee must be able to complete critical, time-sensitive, complex problem solving during physical exertion in stressful hazardous environments (including hot, dark, tightly enclosed spaces), further aggravated by fatigue, flashing light, sirens, and other distractions.

Employee must be able to communicate (give and comprehend verbal orders) while wearing PPE and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers).

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in office, vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is exposed to wet and/or humid conditions, fumes, airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually quiet in office settings, and loud at an emergency scene.

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

RESOLUTION NO. 2025-18

A RESOLUTION SUPPORTING RETENTION OF CITY ZONING AUTHORITY

WHEREAS, decisions regarding local zoning and land use that best fit community needs are best left to city residents and officials;

WHEREAS, cities utilize zoning and land use regulations to balance property usage, guide community growth, dedicate space and capacity for public infrastructure to support development (roads, parks and trails, transportation, sewer, stormwater, water, etc.), mitigate flooding and erosion, and preserve natural resources among others;

WHEREAS, the Minnesota State Legislature, in an attempt to address housing availability and affordability challenges, is considering measures that would broadly limit city authority over zoning and land use decisions, transferring that authority to the state government;

WHEREAS, these proposed measures fail to adequately address housing availability and affordability and offer no guarantees that cost savings for developers would translate into lower housing costs for prospective homeowners or renters;

WHEREAS, a rigid, state-mandated approach to zoning and land use—relying on overly prescriptive mandates—would deprive cities of the flexibility necessary to accommodate their unique circumstances;

WHEREAS, provisions would also limit opportunities for local residents to voice their concerns regarding proposed developments during public hearings of city council and other public meetings;

AND, WHEREAS, cities across the state have invested years of work to address zoning issues, and continue to do so, with the help of community engagement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL, MINNESOTA AS FOLLOWS:

The City of East Bethel opposes state proposals that seek to broadly limit local zoning and land use decision-making related to residential development;

Supports constructive policy alternatives that provide cities with performance-based standards to guide development—while maintaining local decision-making and flexibility—and incentivize and bolster city efforts for addressing housing challenges;

And, advocates for a city-state partnership to consider reforms that are proven to address housing availability and affordability and respect locally-led zoning decisions and community input.

Adopted on the 24th of March, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Arden Anderson, Mayor

ATTEST:

Mike Jeziorski, Deputy City Administrator

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



Date: March 24, 2025

Agenda Item Number: 7.0 A.1.

Request: A Variance from Section 10.15. Subd. A of the Zoning Ordinance to allow a second driveway access for an accessory structure for the property located at 1670 229th Lane NE (city file VAR20-24).

Review Deadline: April 11, 2025

Background/Context:

The City's discretion in approving or denying a variance is limited to whether or not the proposed project meets the standards in the Zoning Ordinance for a variance. The City has a higher level of discretion with a variance because the burden of proof is on the applicant to show that the variance standards have been met.

On December 12, 2024, the city received an application from Allen Pagnac, the owner of property at 1670 229th Lane NE, to allow for a second driveway in order to build an accessory structure storage shed on their 1.99-acre property.

The property is guided as Future Growth Area and is zoned R-1 Single Family Residential. The intent of the Future Growth Area land use designation is to preserve these areas to accommodate future subdivision in the event of MUSA expansion. The properties surrounding it are all guided and zoned the same.

Planning Commission Review:

The Planning Commission reviewed the item and held a public hearing at the February 25, 2025, meeting. Other than the applicant, there was no one present to speak on this item. The Planning Commission voted 3-1 to recommend approval of the Variance request for a second driveway, with the condition that the new driveway not exceed 12 feet in width. Commissioner Downie voted no because he believes that there is an option to provide access to a new barn via the existing driveway and wanted the applicant to explore that option.

Analysis:

Section 10, subd. 15 of the Zoning Ordinance establishes driveway standards. Properties in the R-1 zoning district are allowed one access point from a public street. Cities limit access points on public streets to limit potential conflict points on a public street.

The applicant did not provide a survey to show compliance with the other performance standards for driveways including:

1. Driveways located on an improved street require a bituminous or concrete driveway extending from the street a minimum of 75 feet or to the garage apron, whichever is less.
2. Driveway width shall be a minimum of 12 feet wide and cannot exceed 24 feet in width at the right-of-way.

Section 4, subd. 10 of the Zoning Ordinance establishes standard for review of a variance request. Consideration of a variance requires the following three-factor test for practical difficulties. Economic considerations alone do not constitute a practical difficulty. All three must be met in order to grant the variance:

1. *Reasonableness. The property owner proposes to use the property in a reasonable manner not permitted by an official control.*

The landowner would like to construct a 30' x 60' (1,800 sq. ft.) accessory structure west of the existing home. The landowner is allowed to construct an accessory structure of this size if they meet the setback and design requirements. However, the sidewalk height shown on the plans exceeds ordinance requirements and must be revised prior to issuance of building permit. The applicant has not yet provided a survey to confirm this but a survey will be required prior to issuance of a building permit. The variance is for a driveway, not for the accessory structure.

The existing driveway to the home is roughly 109 feet long and 12 to 30 feet wide and could connect to the proposed accessory structure. There is adequate space to add a new connection from the existing driveway to the new accessory structure. This is a common approach and can be seen on other nearby properties. The applicant does have space to reorient the planned building if desired to have a more direct connection to the driveway. There is no evidence provided to indicate that new driveway would preserve trees.

The City Council could find that a second driveway on this 440-foot-wide lot is reasonable.

The City Council could find that a second driveway is unreasonable given the size of the lot.

2. *Uniqueness. The plight of the landowner is due to circumstances unique to the property not created by the landowner. The uniqueness generally relates to the physical characteristics of the particular property.*

The existing driveway is roughly 109 feet long and ranges from 12 to 30 feet wide. The applicant indicates that the location of the well limits options for placement of the accessory structure, however, it appears that the planned location of the structure could be served by a shared driveway. While the placement of the structure may be limited, extending the current driveway to it would not be restricted by the lot shape or placement of the proposed structure. The applicant has not identified any unique, physical site constraints that would require a second driveway.

3. *A variance would not alter the essential character of the neighborhood. This factor is used to consider whether the resulting structure or improvement will be out of scale, out of place, or otherwise inconsistent with the surrounding area.*

This property is at the end of a cul-du-sac and the last property on the road. There are no current plans for extending development further south. The lots across from this home are vacant. The applicant indicated that multiple properties on the street have more than one access, however, staff has not found any lots on 229th Lane that have a second driveway. Even so, a variance must be reviewed based on the unique circumstances on a property, and other homes having a second driveway would not set precedent for others.

The City Council may find that the addition of a second driveway would alter the existing character of the neighborhood and add another conflict point on the public street.

Alternatively, the City Council may find that the second driveway does not alter the essential character of the neighborhood.

Summary:

In order to grant a variance, the applicant must demonstrate that the request meets all three of the tests for “practical difficulties” including reasonable use of the land, uniqueness of the land that is out of the control of the owner, and that the request would not alter the existing character of the neighborhood. If City Council finds that one or more of the test are not met, they must deny the variance.

City Council Recommendation:

Move to adopt the resolution approving the request for a variance for a second driveway on the property located at 1670 229th Lane NE, as recommended by the Planning Commission.

Or

Move adopt the alternative resolution denying the request, based on the finding that the variance standards have not been met.

Attachments:

1. Resolution approving the variance
2. Resolution denying the variance
3. Location Map
4. Aerial of Property
5. Applicant Narrative and Map

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

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

RESOLUTION NO. 2025-18

A RESOLUTION **GRANTING** A VARIANCE FROM SECTION 10.15. SUBDIVISION A. OF THE ZONING ORDINANCE FOR A SECOND DRIVEWAY ON A PROPERTY LOCATED AT 1670 229TH LANE NE (PIN: 05-33-23-11-0014) LEGALLY DESCRIBED AS:

LOT 4, BLOCK 2, CEDAR CREEK MEADOWS

WHEREAS, the property owner, Allen Pagnac, requested a variance for a second driveway access on a public road, and;

WHEREAS, the Planning Commission held a public meeting on February 25, 2025; and,

WHEREAS, the City finds the request:

1. Is a reasonable request:
 - The addition of a second driveway is reasonable for the property to be utilized
2. Is due to circumstances unique to the property, not caused by the landowner;
 - The 1.99-acre property has limited space for accessory structure placement and cannot serve the accessory building from the existing driveway access.
 - The issuance of a variance is necessary for access to the planned accessory structure.
3. Will not have a negative effect on the characteristic of the neighborhood;
 - The home is at the end of a dead end road, has vacant parcels across from it and will not be visible from other properties.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the variance from Section 10.15. Subdivision A of the Zoning Ordinance for the property located at 1670 229th Lane NE, subject to the following conditions:

1. Prior to construction of any driveway, the applicant must provide the City with a Certificate of Survey showing all existing and proposed conditions on the site, including the driveway locations, structures, well, etc.
2. The applicant obtains a building permit from the City prior to construction of the planned accessory structure.
3. The new accessory structure must comply with zoning ordinance standards, including sidewall height.
4. The new driveway will be limited to 12 feet in width.

Adopted this 24th day of March, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

Ardie Anderson, Mayor

Matt Look, City Administrator

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

RESOLUTION NO. 2025-18

A RESOLUTION **DENYING** A VARIANCE FROM SECTION 10.15, SUBDIVISION A. OF THE ZONING ORDINANCE FOR A SECOND DRIVEWAY ON PROPERTY LOCATED AT 1670 229TH LANE NE (PIN: 05-33-23-11-0014) LEGALLY DESCRIBED AS:

LOT 4, BLOCK 2, CEDAR CREEK MEADOWS

WHEREAS, the property owner, Allen Pagnac, requested a variance for a second driveway access on a public road, and;

WHEREAS, the Planning Commission held a public meeting on February 25, 2025; and,

WHEREAS, the City finds that the variance standards have not been met:

1. Is not reasonable request:
 - The addition of a second driveway is not necessary for the reasonable use of the property.
 - The issuance of a variance is not necessary for access to the planned accessory structure as the existing driveway is sufficient.
2. Is not due to circumstances unique to the property, not caused by the landowner;
 - There are no physical site constraints nor issues related to the location of the well that would require a second driveway. A new accessory structure could be accessed from the existing driveway.
3. Will have a negative effect on the characteristic of the neighborhood;
 - The home is at the end of a dead end road and has vacant parcels across from it, however, a new driveway adds an additional conflict point on the public street.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby denies the variance from Section 10.15. Subdivision A, based on the findings in this resolution.

Adopted this 24th day of March, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

Ardie Anderson, Mayor

Matt Look, City Administrator

Variance Request



-  Parcels
-  City Mask

1 inch equals 958 feet



Location Map- Variance



-  Parcels
-  City Mask

1 inch equals 140 feet



Permit Variance Request

1670 229th lane ne

East Bethel MN 55005

Allen and Kristina Pagnac

INTERNAL USE

Proposal:

We would like to request a permit variance for a second driveway on our property. We are building a 30'x60' shop to the south west of our house and will need a second driveway to access this building. The driveway would be paved and would be no larger than 20' wide. It would run from the street to the front apron of the shop.

1. Reasonableness

The placement of our shop will be on the SW section of our land which is a wooded area. This is a practical place for the shop due to the fact that there is only 80' from our house to the property line on the NE side of the house vs 225' from our house to the property line on the SW side.

We are unable to place the shop behind our house due to the location of our septic and the placement of our well. The well is located SW of our house which is causing access issues to the shop from our current driveway.

2. Uniqueness

The shape of the lot is a triangle which limits the space on the property to build.

Due to the placement of our house on our lot, which is the far NE corner, as well as the placement of our well and septic, building the shop in the SW section of our property is the most reasonable.

3. Essential character

There are multiple properties on our street that have a second driveway.

The proposed driveway and shop will be behind the line of site of our house and in a wooded area. This will not alter the character of community.

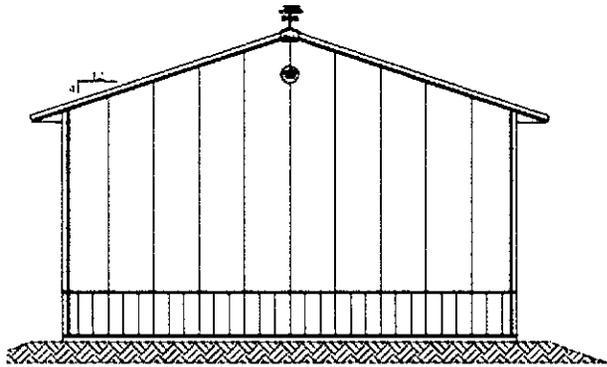
We are located on a dead end street and there are no other houses to the SW of our property.

INTERNAL USE

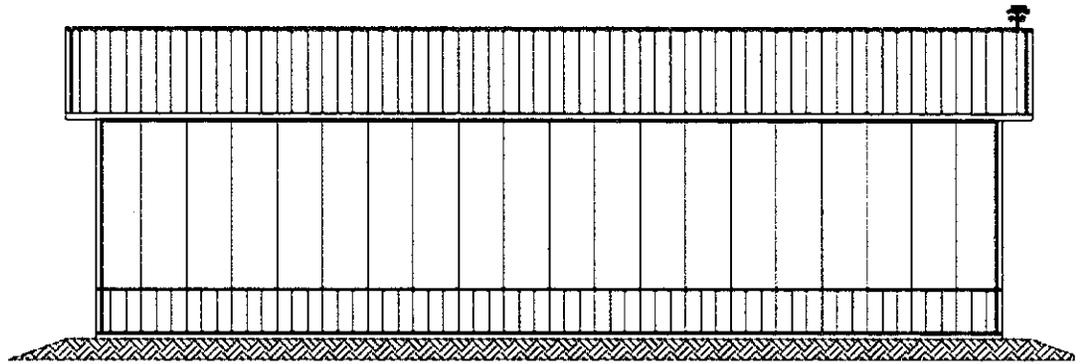


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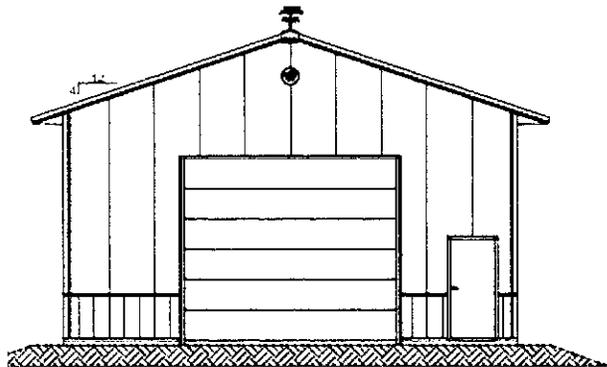
INTERNAL USE



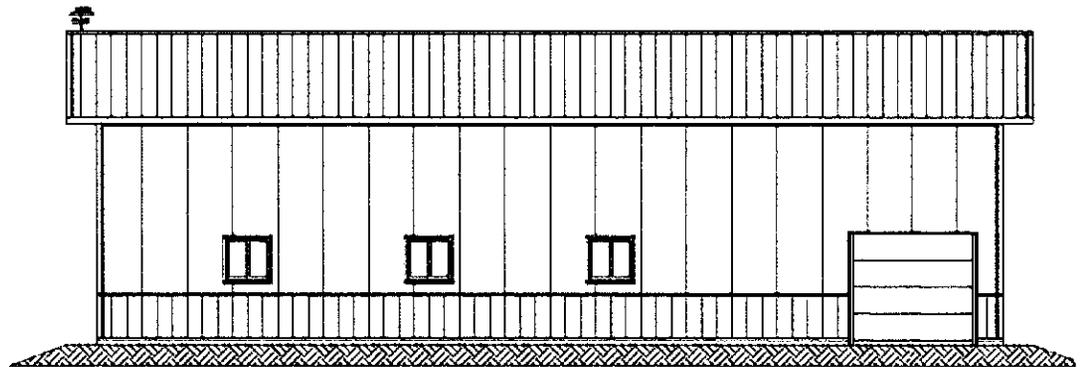
Right Elevation



Top Elevation



Left Elevation



Bottom Elevation

INTERNAL USE

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



Date: March 24, 2025

Agenda Item Number: 8.0 A.1

Request: Consider a Draft Ordinance Amendment to address “barndominiums” in East Bethel

Review Deadline: N/A

Background Information:

Staff has been asked to explore possible ordinance amendments to address “barndominiums” in East Bethel.

At the February 10, 2025 City Council meeting, Staff presented preliminary information to help define Council goals for the ordinance changes. At the March 10, 2025 meeting, a staff presented a draft of potential ordinance amendments for Council review. Council provided feedback that metal is an acceptable material but standing seam metal siding is not, some architectural standards should be required for the front elevation on barndominiums but generally the information provided by staff was a good start. Council asked staff to revise the draft and bring a new draft to the next Council meeting for review before scheduling a public hearing at the Planning Commission.

Analysis:

Following the previous City Council meeting, Staff developed the proposed ordinance amendment to allow barndominiums in the A and RR zoning districts., while also allowing more flexibility in materials and design choices throughout East Bethel.

Staff has worked to identify the specific sections of the code that will need to change to address the main issues (Size, Architecture, Home Occupations) with the current ordinance when discussing barndominiums. Staff recommends the following changes with underlined text for the proposed additions to the City Code and ~~struck through~~ text for the deletions. The specific code sections from Appendix A (The Zoning Ordinance) are found in Attachment 1 and summarized below:

1. Section 1 subd. 9 (Definitions)

This section will change as the ordinance redlines develop and will be a final step in the process. No additional edits beyond what was discussed previously have been made or suggested.

2. Section 10 (General Development Regulations) subd. 19 (Home Occupations) and 32 (Residential accessory buildings greater than 1,000 square feet)

While no additional edits have been suggested for these sections since the last meeting, Staff feels that the Council may want to explore the home occupations ordinance at a later date.

3. Section 13 (General Building Standards)

This section contains the standard architecture and design requirements for residential structures in East Bethel. As discussed previously, metal siding would not be allowed under the current code for

residential homes. Following the last City Council meeting, staff has instead added the following addition to single-family dwelling architecture standards:

4) Metal siding may be used if it complies with the following standards

a. The panels have been treated with a factory applied color coating system to prevent against any fading or degradation.

b. Have concealed fasteners

c. Standing seam metal panels are not permitted.

d. Metal siding must be combined with complementary materials, such as brick, wood, or stone, covering at least 25% of the building's façade. Metal siding a different style (such as using lap siding and shake panels) may be used to meet this requirement.

4. Section 14 (Detached Accessory Structures)

Staff has made no additional edits to this section beyond what was discussed at the previous City Council meeting. The changes discussed deal with clarifying the language of the section to make the intent of the regulation clearer and to set maximum sizes for attached accessory structures, like a private garage or shop.

Additionally, some questions about whether living space must be separated from the garage space were brought up. Staff has found that per MN State Building Code, no windows between the home and attached garage would be allowed. Only a fire rated exterior door that opens to a common living area and not a bedroom or closet is allowed. This also means that the Menards examples that show living space above the garage section would need to follow standard residential construction in Minnesota as well as have additional fire-separation and no openings to the garage space below.

5. Section 41 (Agricultural District (A)) and Section 42 (Rural Residential District (RR))

Both of these sections show barndominium as a permitted use now. Since barndominiums would be regulated by the size standards in the proposed modifications, this clarification is only necessary to distinguish the use from traditional single-family homes found in the state building regulations.

These changes can be found in the attached draft Ordinance amending the Zoning Ordinance.

Summary: The Council should discuss the proposed changes and whether they meet the concerns they have around regulating barndominiums. Staff believes these changes will address the material and size issues with barndominiums.

Attachments:

1. Draft Ordinance amending the Zoning Ordinance
2. MN Building Code Handout
3. Menards Cutsheet Examples
4. Metal Siding Cutsheet Example

Requested City Council Action: Discuss and provide direction to staff, so that the amendment can be scheduled for a Public Hearing at the Planning Commission and Council action at an upcoming meeting.

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

ORDINANCE NO. 2025-XX

**AN ORDINANCE AMENDING THE TEXT OF APPENDIX A (ZONING) OF THE EAST
BETHEL CITY CODE (CITY FILE 25-006)**

THE CITY OF EAST BETHEL ORDAINS:

SECTION 1. Amendment of the City Code. The text of Appendix A (Zoning) of the East Bethel City Code is hereby amended by deleting the stricken material and adding the underlined material as follows:

SECTION 1 SUBD. 9 (Definitions):

Accessory structure ~~or facility~~: Any building or improvement clearly subordinate to a principal use such as garages, sheds, or storage buildings located on the same parcel as the principal structure, including detached and attached buildings.

and

Barndominium: A single-family detached principal residential structure dwelling with attached shops or storage areas and usually built using a post frame method of construction.

and

Home occupation: An occupation carried on in a dwelling unit or detached accessory building by the resident, which is clearly secondary to the principal use.

SECTION 2. Amendment of the City Code. The text of Appendix A (Zoning), SECTION 10 SUBD. 32 (Residential accessory buildings greater than 1,000 square feet) of the East Bethel City Code is hereby amended by deleting the stricken material and adding the underlined material as follows:

A. The structure shall not be used for commercial or industrial activities, unless the City Council approves a home occupation permit for an accessory building.

SECTION 3. Amendment of the City Code. The text of Appendix A (Zoning), SECTION 13 SUBD. 1 (B) (General Building Standards, Single-family dwellings) of the East Bethel City Code is hereby amended by deleting the stricken material and adding the underlined material as follows:

B. Single-family dwellings.

1) Sixty percent of a residential structure shall have a minimum width or depth of 20 feet. Width measurement shall not take into account overhangs or other projections. Such width requirements shall be in addition to the minimum area per dwelling requirements established within this ordinance.

- 2) Single-family dwellings shall have at least a four/twelve (4/12) roof pitch and shall be covered with shingles or tiles or a standing seam metal roof.
- 3) The exterior walls of all single-family residences shall be similar in appearance to normal wood, vinyl siding, or masonry residential construction.
- 4) Metal siding may be used if it complies with the following standards
 - a. The panels have been treated with a factory applied color coating system to prevent against any fading or degradation.
 - b. Have concealed fasteners
 - c. Standing seams are not allowed.
 - d. Metal siding must be combined with complementary materials, such as brick, wood, or stone, covering at least 30% of the building's façade.
- 5) Heating, air conditioning, and ventilation equipment must be located within four feet of the foundation wall.

SECTION 4. Amendment of the City Code. The text of Appendix A (Zoning), SECTION 14 (Detached Accessory Structures) of the East Bethel City Code is hereby amended by deleting the stricken material and adding the underlined material as follows:

SECTION 14 (~~Detached~~ Accessory Structures):

These standards have been established to preserve the character of the principal structure, promote building compatibility, and provide for minimal adverse impacts to surrounding property through the implementation of height, size, location, and architectural regulations.

1. Permit regulations.

All accessory buildings ~~and/or structures~~ over 200 square feet in size require a building permit prior to construction, unless specifically exempt under this ordinance. Accessory structures 200 square feet or less shall not require a building permit unless otherwise required by any other ordinance or state requirement. Accessory structures 200 square feet or less shall comply with all provisions of this section and zoning district regulations.

2. General regulations.

- A. No accessory building or structure shall be constructed on any lot prior to construction of the principal structure without prior approval of the city council.
- B. Accessory structures located on lots that are subsequently subdivided shall be considered legal non-conforming structures.
- C. Every exterior wall, foundation, and roof of accessory ~~structure~~ building(s) shall be reasonably watertight, weather tight, and rodent proof, and shall be kept in a good state of maintenance and repair. Exterior walls shall be maintained free from extensive dilapidation due to cracks, tears, or breaks of deteriorated plaster, stucco, brick, wood, or other material.
- D. All exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and from decay by painting or other protective covering or treatment. A protective surface of an accessory ~~structure~~ building(s) shall be deemed to be out of compliance if more than 25 percent of the exterior surface area is unpainted or paint is blistered or flaking. If 25 percent or more

of the exterior surface of the pointing of any brick, block, or stone wall is loose or has fallen out, the surface shall be repaired.

E. [Reserved.]

F. No accessory building ~~or detached private garage~~ shall be located nearer the front lot line than the principal building except when the lot is three acres or greater and the existing principal building is located a minimum of 200 feet from the front lot line. Then the accessory building ~~or detached private garage~~ may be located closer to the front lot line than the principal dwelling, but not closer than 50 percent of the principal dwelling's setback. In the case of a corner lot, the front lot line shall be located on the side on which the principal building is addressed. The remaining lot side with street frontage shall meet the minimum front yard setback.

G. The area of a lean-to shall be included in the allowable square footage of detached accessory ~~structures~~ buildings and will be subject to the square footage restrictions for a lot.

H. Accessory structures on lakeshore lots may be placed between the principal building and the lakeshore or the right-of-way, and are subject to all setbacks and lot coverage.

I. Barndominiums are permitted in the A and RR zones only. ~~[Reserved.]~~

J. The accessory structure building must not be designed or used for human habitation.

K. No cellar, garage, tent, or accessory building shall be at any time be used as a residentially occupied space, independent residence or dwelling unit, either temporarily or permanently.

L. For purposes of accessing storage, accessory ~~structures~~ buildings may have exterior stairs to a second story in a side or rear yard.

M. Engineered drawings are required for the permitting of all pole building over 2,000 square feet.

N. Storage containers shall be placed on a foundation (minimum of a one inch in depth gravel base) to allow for surface drainage and prevent rust or deterioration of container floor.

3. Detached accessory building ~~Architectural and design requirements.~~

Detached accessory structures over 200 square feet shall comply with the following:

- A. Shall incorporate a finished design and color scheme that is coordinated and compatible with the color and design of the principal structure;
- B. Shall include a minimum 12 inch overhang and corner trim elements;
- C. Shall include two architectural features on sides directly adjacent to and visible from a public right-of-way; such as windows, doors, material/color variations, soffits, gables, dormers, and decorative lighting.
- D. Storage containers shall be exempt from architectural feature requirements.

4. Size and number of accessory structures buildings.

- A. Size of attached accessory ~~structure~~ building:
 - 1) Attached accessory buildings, including garages, with a footprint of less than 1,000 square feet shall not be considered as part of the maximum footprint for purposes of the detached accessory structure calculations. However, attached accessory building space in excess of the initial 1,000 square feet shall be counted towards the maximum allowable detached accessory building footprint.

B. Size of detached accessory building:

- 1) All accessory ~~structures~~ buildings greater than 200 square feet must comply with the following regulations (one shed of 200 sq. ft. or less is allowed on all properties and is not included in the calculation for accessory ~~structures~~ buildings).

Parcel Size	Maximum Square Feet (square footage is inclusive for all allowable structures <u>buildings</u>)	Maximum No. of Detached Accessory Structures - <u>Buildings</u>	Maximum Sidewall Height Maximum Sidewall Height A, RR, R-1, R-2 & CL Districts*
Less than ½ acres	580 square feet	1	14 feet
½ acres	960 square feet	1	14 feet
¾ acres	1,100 square feet	1	14 feet
1 acres	1,240 square feet	1	14 feet
1¼ acres	1,380 square feet	1	14 feet
1½ acre	1,520 square feet	1	14 feet
1¾ acres	1,660 square feet	1	14 feet
2 acres	1,800 square feet	2	14 feet
2¼ acres	1,950 square feet	2	14 feet
2½ acres	2,100 square feet	2	14 feet
2¾ acres	2,250 square feet	2	14 feet
3 acres	2,400 square feet	2	14 feet
3¼ acres	2,475 square feet	2	14 feet
3½ acres	2,550 square feet	2	14 feet
3¾ acres	2,625 square feet	2	14 feet
4 acres	2,700 square feet	2	14 feet
4¼ acres	2,775 square feet	2	14 feet
4½ acres	2,850 square feet	2	14 feet
4¾ acres	2,925 square feet	2	14 feet
5.0 or more acres	3,000 sq. ft., plus an additional 240 sq. ft., or increment thereof, for each additional acre	4	14 feet
Viking Preserve	200	1	8 feet

* If utilizing the 14 foot sidewall height, refer to Chapter 6: Wall bracing of the International Building Code, as your project may require engineered drawings for building permits to be issued.

- a) Roof pitch shall be no less than the minimum required by the International Building Code and shall not be the focal point of the property.
- b) Accessory ~~structures~~ buildings shall be of similar design and building materials as the principal building. Pole buildings shall match the design of the principal structure as practical as possible.
- c) Accessory ~~structures~~ buildings less than 200 square feet in all districts shall be limited to a sidewall height no greater than eight feet.

- 2) Storage containers shall not be calculated as allowable accessory ~~structure~~ building square footage or number.

3) One storage container, up to 320 square feet, is allowed on properties of one acre to four acres. An additional 80 square feet is allowed for each acre thereafter.

CB. Fire escapes, landing places, open terraces, outside stairways, cornices, canopies, eaves, window protrusions, and other similar architectural features that extend no more than two feet into the required front, side, and rear yard setback are exempt from the detached accessory-~~structure~~ building square footage calculation.

SECTION 6. Amendment of the City Code. The text of Appendix A (Zoning), SECTION 41 SUBD. 2 (Agricultural District (A) of the East Bethel City Code is hereby amended by deleting the stricken material and adding the underlined material as follows:

2. Permitted uses.

I. Barndominium.

SECTION 7. Amendment of the City Code. The text of Appendix A (Zoning), SECTION 42 SUBD. 2 (Rural Residential (RR) District) of the East Bethel City Code is hereby amended by deleting the stricken material and adding the underlined material as follows:

2. Permitted uses.

F. Barndominium.

SECTION 8. Effective Date. This Ordinance shall be in full force and effect upon its adoption.

Adopted this XXth day of XXXX, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

Ardie Anderson, Mayor

Matt Look, City Administrator

BARNDOMINIUMS/SHOUSES and the 2020 MINNESOTA RESIDENTIAL CODE

Minnesota Department of Labor and Industry

What are barndominiums and shouses?

“Barndominium” and “shouse” are terms used to describe dwellings with attached shops or storage areas and usually built using a post frame method of construction.

These structures often have metal panel roofing and siding that is associated with barns and storage buildings. Unlike conventional “stick-built” homes that require a foundation and footing around the entire perimeter of the home, post frame structures often require a post and footing placed every six to eight feet.



Example of a barndominium/shouse.

Are barndominiums and shouses required to comply with the 2020 Minnesota Residential Code?

Yes. Barndominiums and shouses are considered single-family dwellings and classified as an IRC-1 occupancy group. These structures must be designed and constructed in accordance with the 2020 Minnesota Residential Code (2020 MNRC) provisions. [R300.1, R301.1]

Do barndominium and shouse requirements apply for all of Minnesota?

Yes. The Minnesota State Building Code is the standard of construction for the entire state of Minnesota, whether local code enforcement exists or not. The 2020 MNRC adopts the 2018 International Residential Code (IRC) with amendments. [Minnesota Statutes, section 326B.121, Minnesota Rules 1309]

For the purposes of this fact sheet, "code" means the Minnesota State Building Code adopted under Minnesota Statutes, section 326B.106, subdivision 1, and includes the chapters identified in Minnesota Rules, chapter part 1300.0020. The 2020 MNRC can be viewed at <https://codes.iccsafe.org/content/MNRC2020P1>.

Are building permits required for all barndominiums and shouses?

Yes. Although barndominiums and shouses are constructed with the appearance of an agricultural building, their intended use is a dwelling and building permits are required for inspections and to verify code compliance.

Is a Minnesota residential building contractor license required to build a barndominium or shouse?

Yes. A Minnesota residential building contractor license is required for the construction of a barndominium or shouse because they are residential dwellings. Licensed contractors and homeowners should confirm with the local jurisdiction requirements for permits, inspections, zoning, and other relevant regulations before construction. [Minn. Stat. 326B.805 and 326B.802 subd. 13]

Are barndominium and shouse setbacks from property lines regulated by the code?

No. The 2020 MNRC does not address minimum property line setback requirements for a barndominium or shouse. Local zoning ordinances may regulate property line setbacks and land use for all dwellings, including barndominiums and shouses. Local zoning ordinances may also limit the use of metal exterior finishes and should be verified.

Does the code have requirements for exterior walls and eave projections near property lines?

Yes. Barndominiums and shouses must comply with code requirements for exterior walls. Barndominium or shouse exterior walls that are less than five feet from the property line are required to be one-hour fire-resistive rated. Roof eave

projections that are two feet or more and less than five feet from the property line must also be one-hour fire-resistive rated. (See illustration at right.) [R302.1, Table R302.1(1), Minn. R. 1300.0120 Subp. 4]

Does the 2020 MNRC provide design requirements for post/frame construction?

No. The 2020 MNRC provides the minimum prescriptive requirements for conventional light frame construction. A post frame structure could be accepted as an alternate method of construction if approved by the building official. Documentation must be submitted to the building official to demonstrate that the alternate method complies with the intent of the code. [R301.1.2, R301.1.3, Minn. R. 1300.0110 subp. 13]

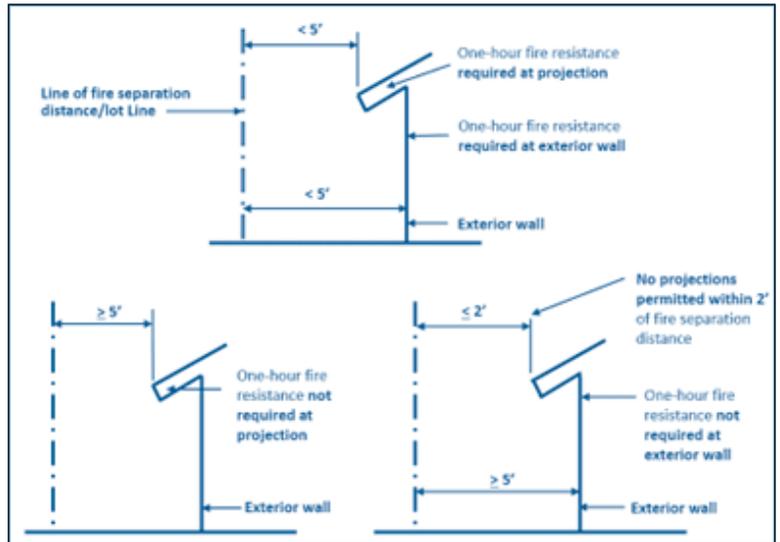


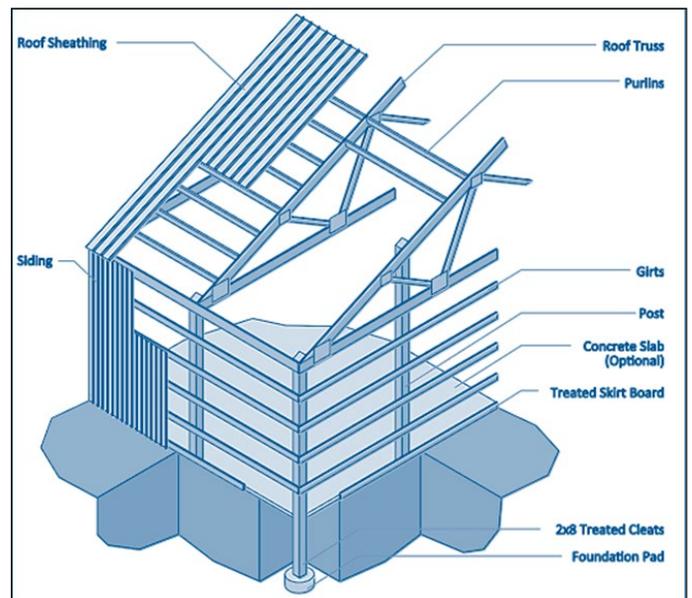
Table R302.1(1) – Exterior walls (without fire sprinklers)

Is a structural engineer required to design a barndominiums and shouses?

Yes. Design by a structural engineer is required for any structural elements (design, foundation system, method of anchorage) of a dwelling that do not comply with the 2020 MNRC requirements for conventional light frame construction. Barndominiums and shouses are generally post frame construction which is not considered light frame construction or addressed by the code so a structural engineer must certify the design as compliant with the code. [R301.1.3]

Are barndominiums and shouses required to have footings and foundations complying with the code?

Yes. A foundation system of post and footings, slab-on-grade, or another foundation type must be capable of supporting all imposed loads regulated by the code. This is necessary because all structures must be constructed to support the loads (i.e., dead loads, live loads, roof loads, snow loads, wind loads ...) as prescribed by the code, which results in a system providing a complete load path to transfer loads from their point of origin through the foundation to the supporting soils. [R301.1, R401.2]



Typical post/frame components.

Do barndominiums and shouses require frost depth footings?

The footings of all dwellings must be frost protected in accordance with the code. Barndominiums and shouse often include posts with footings, slab-on-grade, or conventional foundation methods of construction The 2020 MNRC permits five options for frost footings, including compliance with Minn. R. 1303.1600. Minn. R. 1303.1600 provides the minimum footing depths for frost protection in Minnesota counties and requirements for slab on grade structures. The minimum frost protection depths are 42 inches in southern counties or 60 inches in northern ones. [R403.1.4.1, Minn. R. 1303.1600]

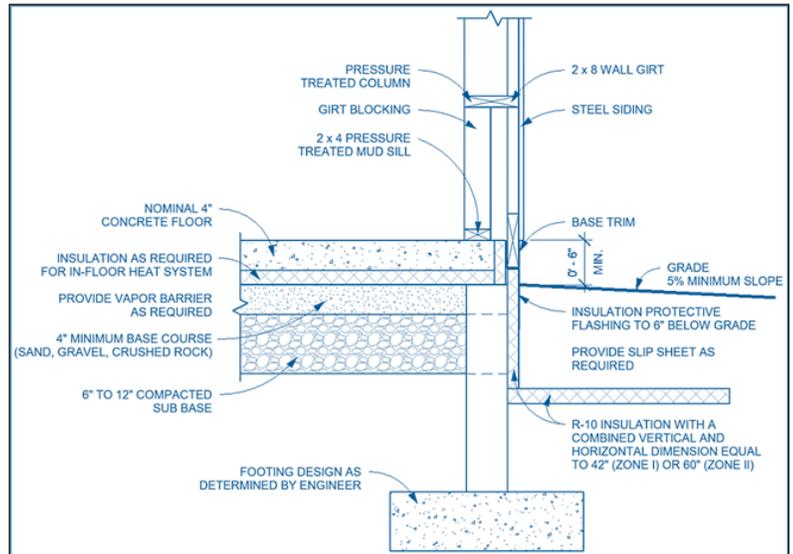
Are barndominiums and shouses required to comply with energy code requirements like other dwellings?

Yes. Barndominiums and shouses must comply with the minimum requirements of the Minnesota Residential Energy Code (MNREC) because they are considered single-family dwellings. Construction plans and documents for

a barndominium or shouse must include the information required by the MNREC and other information as requested by the building official to verify compliance with the MNREC. [Minn. R. 1322, 1322.0103, 1300.0130]

Are there requirements for the slab-on-grade portion of a barndominium or shouse?

Yes. Slab-on-grade construction must comply with the MNRC and MNREC. Slab-on-grade insulation must meet the MNREC requirements for minimum R-values and requirements for the climate zone (6A or 7) where the structure will be located. The slab-on-grade required insulation depth can be a total of the combined vertical and horizontal insulation dimensions. (See illustration) [MNRC R403, Minn. R. 1322, MNREC R402.2.9 and MNREC Table R402.1.1]



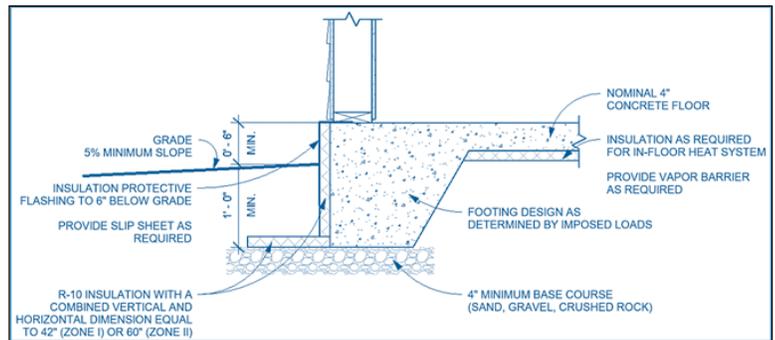
Example of slab-on-grade insulation for post frame.

Do post frame barndominiums and shouses require radon control systems?

Yes. A radon control system that complies with Minn. R. 1303.2400 is required for residential dwellings with floor systems in contact with the earth such as slab-on-grade floors. The radon control system is only required for the dwelling area and not the attached garage, shop or storage area.

Is a fire separation required barndominium or shouse between the dwelling and garage, shop or storage areas?

Yes. The code requires ½-inch gypsum board at the common wall between the house and garage of conventional dwelling construction. The same requirement applies to barndominiums and shouses with attached garages or attached storage and shop areas with overhead garage doors for vehicle access that could be used as a garage. Code requirements for openings in the common wall for fire separation also apply. [R302.5, R302.6]



Example of slab-on-grade insulation.

Can metal siding panels be used as the required fire separation between the dwelling and garage or shop?

Unlikely. The code requires ½-inch gypsum board at the common wall between the house and garage of conventional dwelling construction. The metal siding could be used if installed over the 1/2-inch gypsum board that provides fire protection. The metal siding could be approved as an alternate method of construction if it is proven to meet the intent of the code and provides fire protection equivalent to ½-inch gypsum board. Metal panel siding may be noncombustible but does not function the same as gypsum board in a fire event. [R302.5, R302.6]

Are there requirements for doors, openings and penetrations between the dwelling portion and garage, shop?

Yes. There are several requirements. Openings between the garage or shop directly into a room used for sleeping purposes is prohibited. Other openings between the garage or shop and dwelling shall be equipped with solid wood doors not less than 13/8 inches in thickness, solid or honeycomb core steel doors not less than 13/8 inches thick, or 20-minute fire-rated doors. Other penetrations or openings shall be protected as required by the code. [R302.5, R302.5.1]

Can a second floor or loft in the dwelling have doors or windows overlooking the garage or shop area?

Window openings between the garage or shop and dwelling are prohibited. Other penetrations or openings, such as doors, between the garage or shop and dwelling must be protected as discussed above. [R302.5, R302.5.1]

Is the exterior siding or other cladding required to have 6 inches of clearance above the ground?

Exterior siding or other cladding must comply with the MNRC. Wood siding, wood sheathing and wall framing on the exterior of the structure must have a minimum of 6 inches of clearance to grade or decay protected by use of naturally durable or preservative treated wood. Metal panel siding must comply with the manufacturer's installation instructions and may require 6-inch to 8-inch clearance to grade to protect it from rusting. [R317.1, R317.1.2]



Example of a barndominium/shouse.

Does a post frame structure with metal panel siding require diagonal wall bracing for lateral building support?

Metal panel siding products may provide a structure with sufficient lateral support to meet wind load design requirements. The structure engineer is responsible for the designing the entire structure and certifying that the design is compliant with the code. [R301.1.3, R601.2]

Are barndominiums and shouses required to have a water-resistive barrier (WRB) at exterior wall assemblies?

Yes. The code requires all heated and unheated structures with exterior wall sheathing to have WRB. The WRB is placed over the exterior wall sheathing prior to installation of the exterior cladding (siding) to prevent water accumulation within the wall assembly. Post frame construction is required to have a WRB or be provided with a secondary drainage plane to drain any moisture to the structure's exterior. Alternative methods for a secondary drainage plane that demonstrate compliance with the intent of the code are permitted with the approval of the building official of the jurisdiction. [R703.2, R703.1.1, Minn. R. 1300.0110 subp. 13]

Are barndominiums and shouses required to have an ice barrier installed for roof covering materials?

Barndominiums and shouses are single-family dwellings and must comply with code requirements for those structures. Ice barriers are required as specified in the code for each type of roof covering material and the manufacturer's installation instructions. [R905.1, R905.1.2]

Instead of buying wood trusses for a barndominiums and shouses, can an individual fabricate their own?

Wood trusses are engineered components of the roof and ceiling assembly and must be designed by a Minnesota-licensed engineer to accepted engineering standards. The 2020 MNRC permits the use of wood trusses or the hand framing of a structurally compliant roof and ceiling assembly in accordance with prescriptive requirements for ridge boards, rafters and ceiling joists. The engineer is responsible for the entire structural design including the foundation system, roof system, and wall framing for all imposed load requirements. [R802.10 R802.3, R802.4, R802.5]



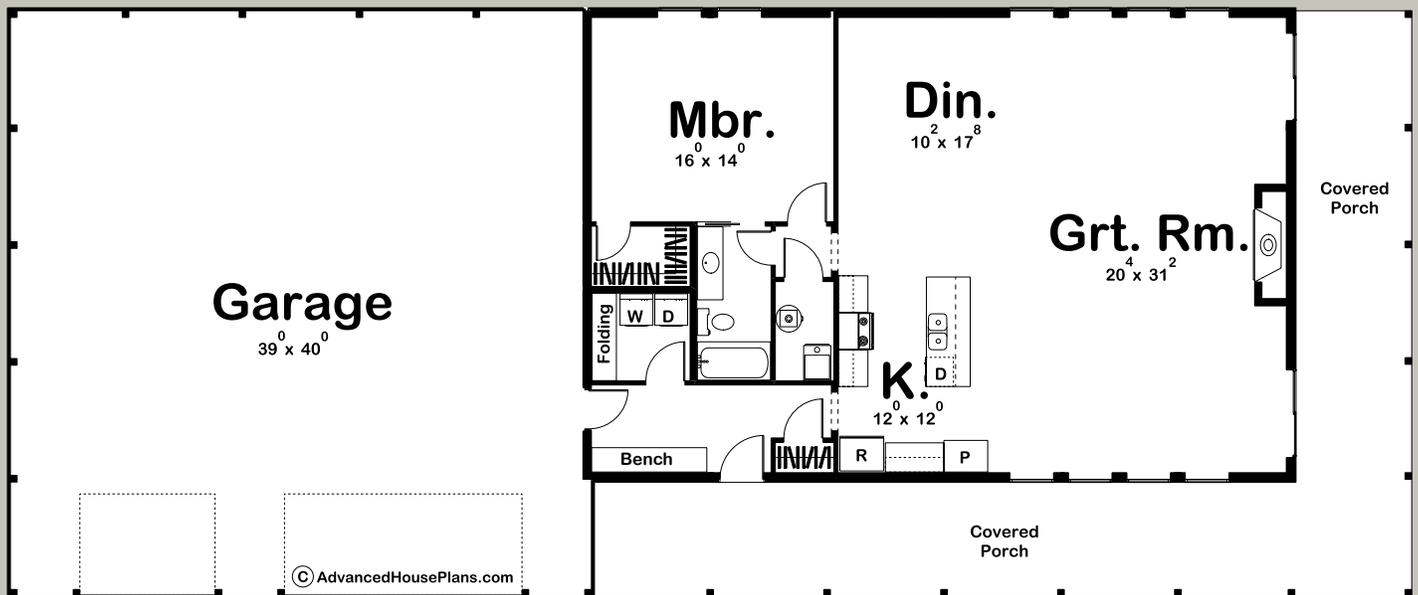
29668

Northwood

1 BED | 1 BATH | POST FRAME

MAIN LEVEL: 1570 SQ FT
 GARAGE: 1595 SQ FT
 TOTAL FINISHED: 1570 SQ FT

DIMENSIONS
 96' 0" WIDE
 40' 4" DEEP



© AdvancedHousePlans.com





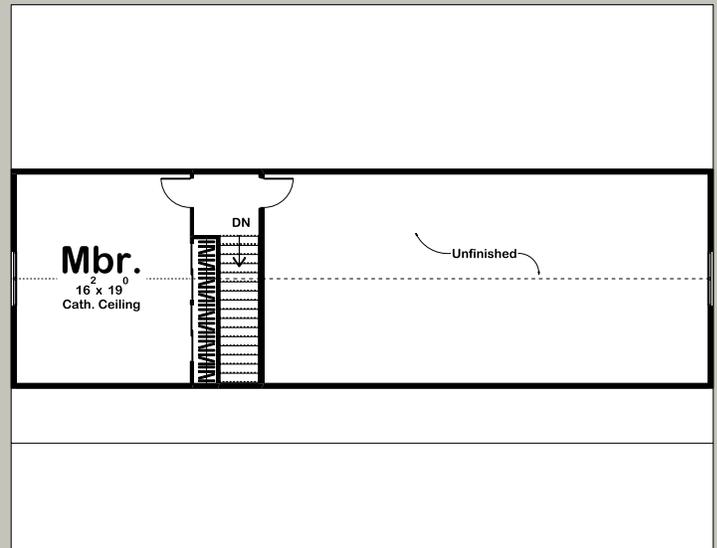
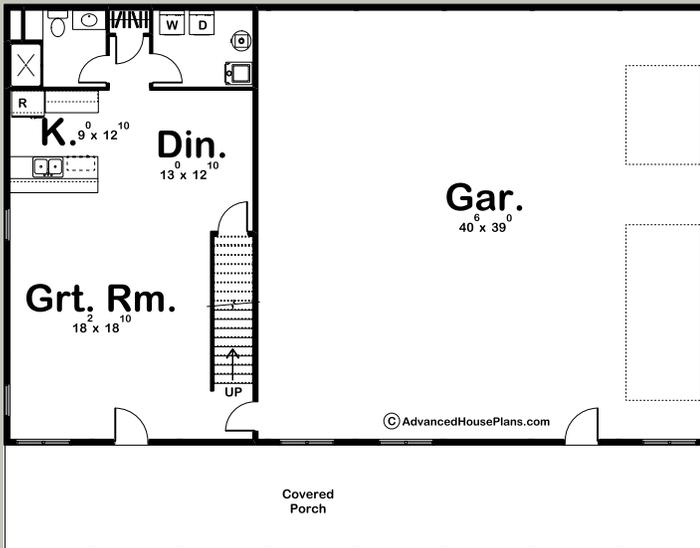
29674

Westminster

1 BED | 1 BATH | POST FRAME

MAIN LEVEL: 938 SQ FT
 LOFT: 404 SQ FT
 GARAGE: 1653 SQ FT
 TOTAL FINISHED: 1342 SQ FT

DIMENSIONS
 64' 0" WIDE
 50' 0" DEEP



29768



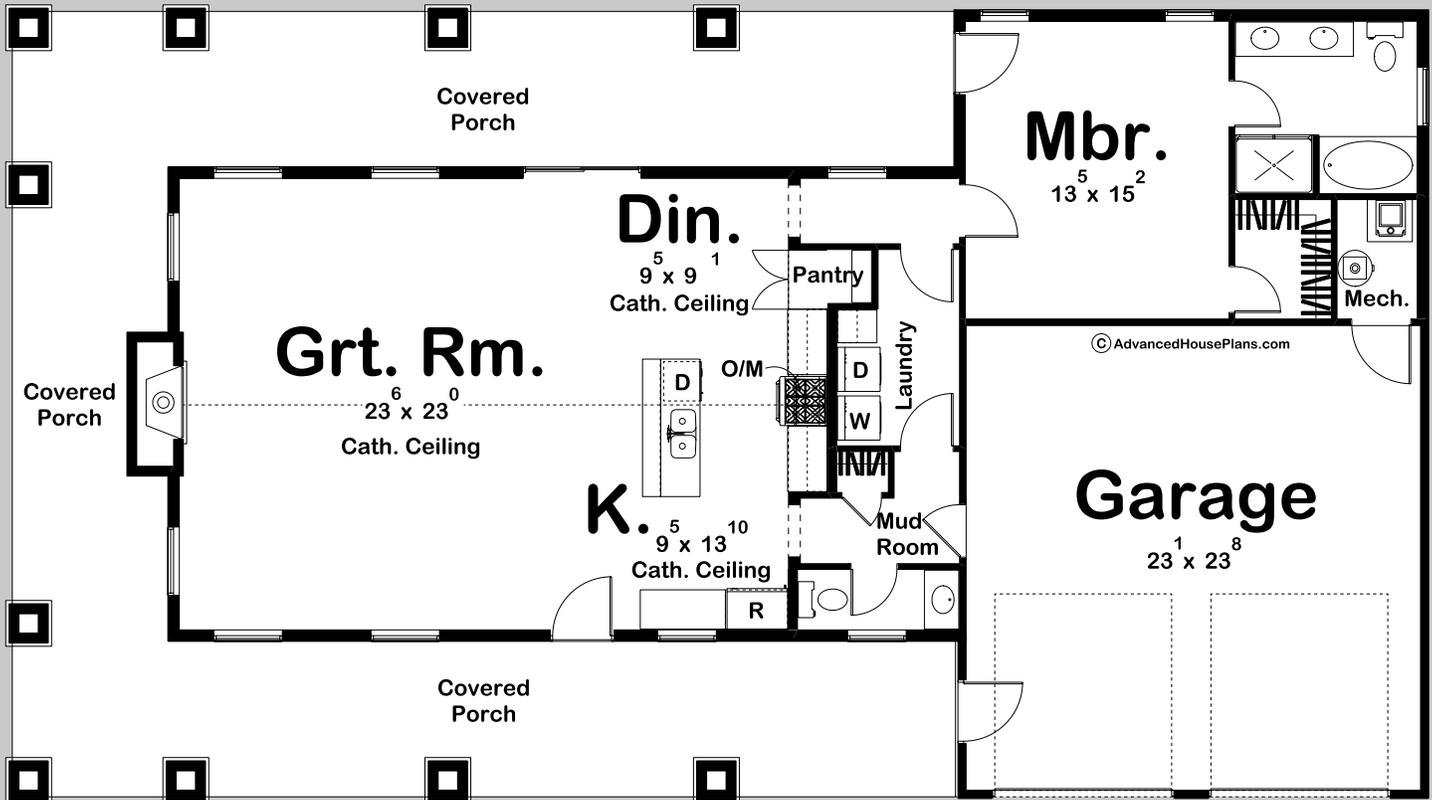
TRADITIONAL STYLE POSTFRAME HOUSE

BOZEMAN

1 BEDROOM, 2 BATHROOM, 2 CAR GARAGE

MAIN FLOOR: 1358 SQ FT
GARAGE: 570 SQ FT

EXTERIOR DIMENSIONS
72' - 4" WIDE
40' - 8" DEEP



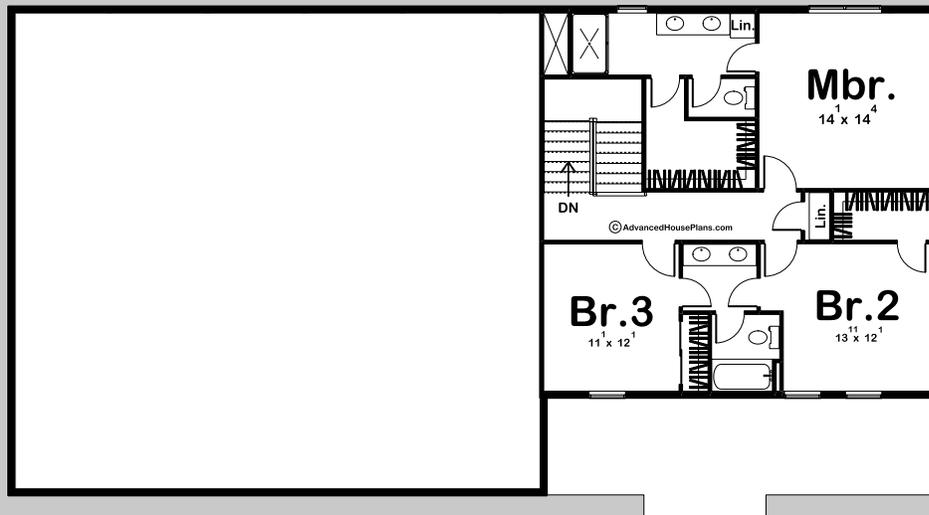
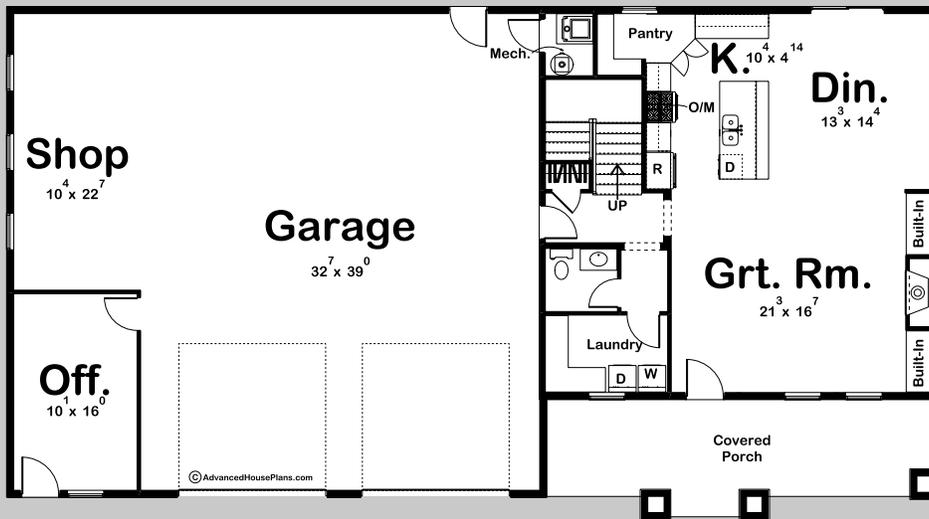
29769



TRADITIONAL STYLE
HELENA
3 BEDROOM, 3 BATHROOM, 2 CAR GARAGE

MAIN FLOOR: 1037 SQ FT
SECOND LEVEL: 957 SQ FT
TOTAL FINISHED: 1994 SQ FT

EXTERIOR DIMENSIONS
76' - 0" WIDE
41' - 0" DEEP



29774



TRADITIONAL POSTFRAME HOUSE
GREAT FALLS
3 BEDROOM, 2 BATHROOM, 3 CAR GARAGE

MAIN FLOOR: 575 SQ FT
SECOND FLOOR: 1800 SQ FT
GARAGE: 1269 SQ FT

EXTERIOR DIMENSIONS
66' - 0" WIDE
32' - 0" DEEP



20947

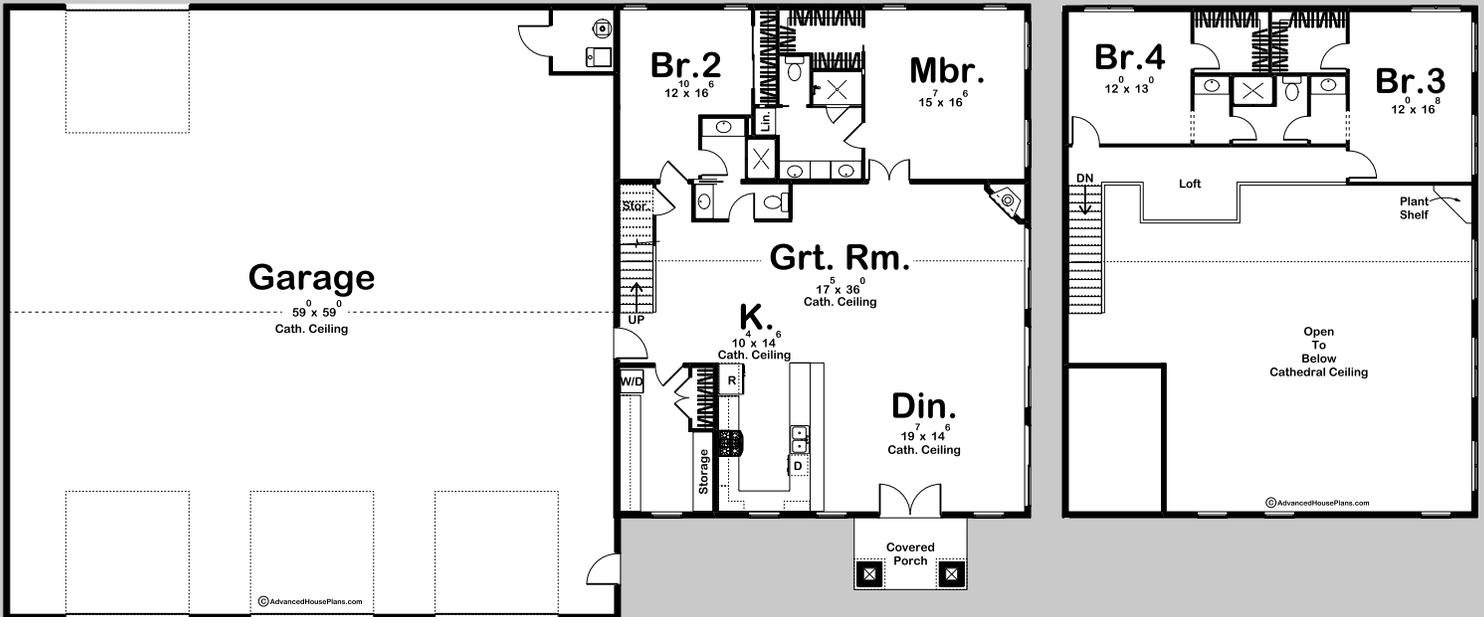


TABLE ROCK

4 BED, 3 BATH, 4 CAR GARAGE

MAIN LEVEL: 2025 SQ FT
SECOND LEVEL: 751 SQ FT
TOTAL FINISHED: 2776 SQ FT

EXTERIOR DIMENSIONS
100' - 0" WIDE
60' - 0" DEEP

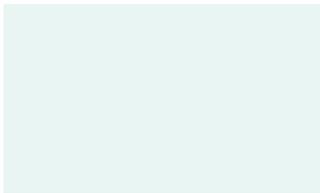


TO ORDER THIS PLAN VISIT WWW.MENARDS.COM
City Council Packet, page 99

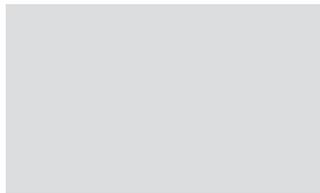
Residential

STEEL SIDING

Limited Lifetime Warranty



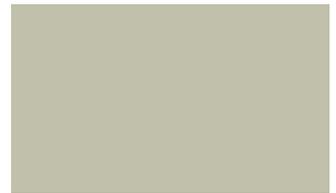
BRITE WHITE



WHITE



LIGHT STONE



PINEWOOD



BEIGE



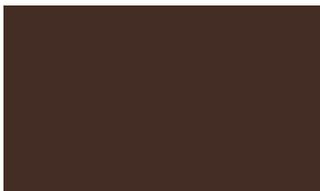
TAN



BRONZE



BURNISHED SLATE



BROWN



CHARCOAL BLACK



MIDNIGHT BLACK



EMERALD GREEN



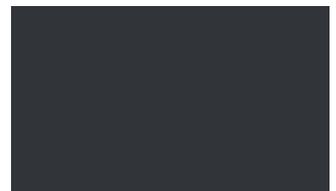
ASH GRAY



LIGHT GRAY



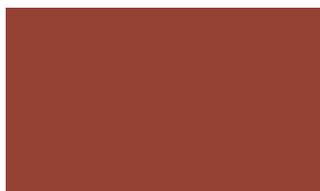
CHARCOAL GRAY



MIDNIGHT GRAY



BRITE RED



RED



COLONIAL RED



BURGUNDY



OCEAN BLUE



MIDNIGHT BLUE

MENARDS

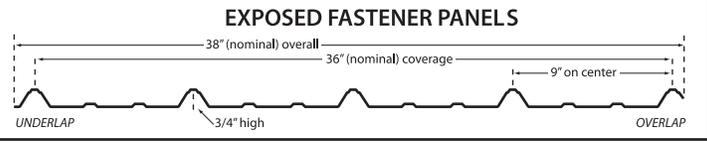
offers the BEST CHOICE of Residential Steel Siding Panels. Complete the look with our other Quality Steel Products. Steel Roofing, Soffit, Fascia, Gutter, Vents, Trim, Trim Coil, & Custom Bent Trim.

Note: Color Chips show approximate tone. Color of actual product may vary. Final color approval should be made with actual product. See color chart on page 100.

PRO-RIB



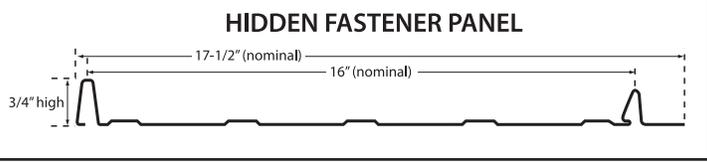
Pro-Rib and Premium Pro-Rib are the most versatile panels on the market. These panels are 36" wide coverage and can be cut to your length to the inch, for fast and easy installation. These panels can take on a rustic or industrial look on your home or building. Available in all 22 Traditional, and 4 Designer Series, steel colors that feature a matte finish.



PREMIUM PRO-SNAP



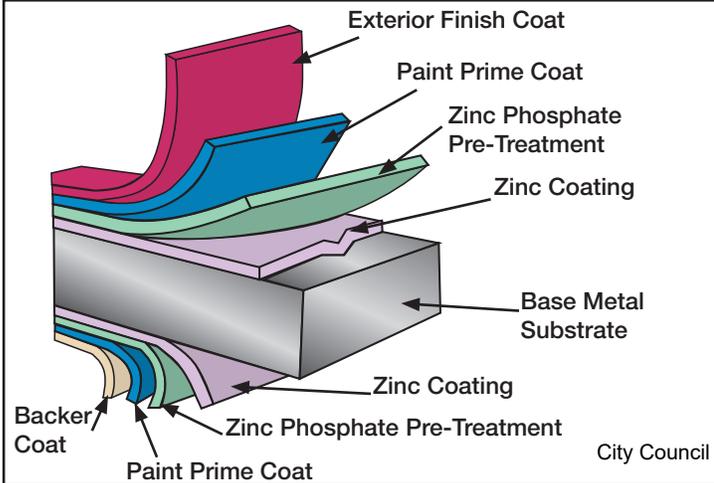
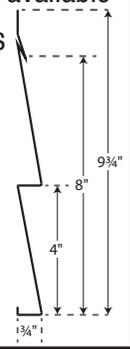
Premium Pro-Snap can be installed vertically to create a 16" mini-batten pattern that works with any home's style. Want a bigger board and batten look? Simply snap on our batten trim to create a 2-3/8" wide batten look that will never fade and will never need painting.



PREMIUM PRO-LAP



The Premium Pro-Lap siding gives your home the horizontal siding look with a realistic wood grain pattern. Premium Pro-Lap siding has 8" coverage and is available in 12'6", 16'8" and 20' lengths to reduce seams on any wall. With the best color retention, protection from hail, wind and fire, and limited expansion, Premium Pro-Lap is a great option for any home.



- Available in 23 colors
 - Trim available in all colors
 - Zinc Phosphate pre-treatment
 - Grade 80 (full hard steel)
 - 100,000 p.s.i. nom. tensile strength
 - UL 2218 Class 4 Hail Resistance
 - UL 790 Class A Fire Resistance
 - UL 580 Class 90 Wind Uplift
 - Structural strength ASTM-A653
 - Coil coating "paint" process ASTM-A755
 - Meets IBC 1507.4 Metal Roof Panels
 - Florida State Approval FL42461 on 5/8" Plywood, FL42564 on 2x Material
- For UL details & certifications see www.ul.com