

EAST BETHEL CITY COUNCIL MEETING

May 12, 2025

The East Bethel City Council met on May 12, 2025, at 7:00 p.m. for the regular City Council meeting at City Hall.

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

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

1.0 Call to Order

The May 12, 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. 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 Continuation of Public Hearing: EDA Appointments

4.0 A.1 Approve Resolution No. 2025-20, Amending the Enabling EDA Resolution

Look stated that there was an interest from the previous Council in transitioning EDA membership over to elected officials, like the HRA. Look noted that once the current members' terms expire they can then appoint the elected officials to the EDA.

Mundle asked if the public hearing had to be reopened. Larson stated that the Mayor has the authority to reopen the public hearing.

Anderson opened the public hearing at 7:03 p.m.

Karen Krepus asked if the Council is trying to completely phase out public members from the EDA and have it run solely by the Council. If that is the case, Ms. Krepus states she is concerned because the EDA needs a variety of opinions, and the community has a lot of needs, and the EDA council can do a lot of things.

Ms. Krepus stated that her concerns come from her lack of confidence in how the Council will lead East Bethel forward if they abolish the presence of public members on the EDA.

Anderson closed the public hearing at 7:06 p.m.

Mundle stated that he is still against not having resident members on the EDA, and he believes it should stay as it is.

Miller asked why East Bethel originally had a 5-member EDA made up of Councilmembers and then was switched to a 7-member EDA more recently. Mundle stated that he thinks the switch came around 2012/2013. Larson stated that the switch from 5 to 7 members occurred on August 17, 2011.

Larson stated that the EDA was formed on July 16, 2008, and it was a 5 member board.

Look stated that a reason it could have been changed is because it is hard to get a quorum sometimes, but it is tough to say for sure.

Miller asked if some of the surrounding cities have switched back to being Councilmembers on the EDA. Look stated that he has not researched that.

Erkel stated I'll make a motion to adopt Resolution 2025-20, Amending the Enabling EDA Resolution. Smith stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. **Erkel, Miller, Smith – Aye.** Anderson asked any opposed? **Mundle, Anderson – Nay.** That motion passes. **Motion passes.**

4.0 A.2 Approve Resolution No. 2025-21, Declaring Vacancies and Appointing New Commissioners

Larson stated that this will fill two vacant spots and the Mayor can appoint those two members.

Mundle stated that he will volunteer to fill one of the spots and has experience in the EDA. Miller also volunteered.

Erkel stated I'll make a motion to adopt Resolution 2025-21, Declaring Vacancies and Appointing New Commissioners, Brian Mundle and Tim Miller. 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.**

5.0 Public Forum

Tammy Gimpl asked if the discussion on her IUP can be pushed until after her court date in June so she can provide all of the facts to the Council. Smith stated that he does not have any problem with delaying it until after Ms. Gimpl's court date.

Erkel asked if the Council could move it until the first meeting in July.

Mundle stated that since the animal IUP is not reliant upon the court proceedings, they could handle that issue now and then handle the other IUP as it comes in time.

Look clarified that the Council would like to handle the 2-horse IUP at the May 28, 2025, City Council meeting, and the home occupation permit IUP after the first court date or the first City Council meeting in July.

Sarah McLoughlin asked what the Council Members are doing to help the situation with her dangerous neighbor. Ms. McLoughlin stated that the Council was made aware of the safety violations on February 16, 2024, and there has not been anything done in that time.

Ms. McLoughlin stated that the Council can start an abatement process or enact an administrative warrant to search the property, but neither has been done.

Look stated that plenty of action has taken place, some of which is sensitive information, and asked that she stay patient and allow the process to play out.

Ms. McLoughlin stated that it is very unfair that they have not given any results. Look stated that they have arrested multiple people and issued citations. Look stated that the eviction process is complicated.

Ms. McLoughlin asked if they are able to enact any of the things that are in the City Codes. Anderson stated that codes can be enacted, but it is strung out and not going to happen right away.

6.0 Consent Agenda

Item A: Approve Bill List

~~Item B: Approve Meeting Minutes April 24, 2025, Town Hall Meeting~~

Item C: Approve Meeting Minutes, April 28, 2025, City Council Work Meeting

~~Item D: Approve Meeting Minutes, April 28, 2025, City Council Meeting~~

~~Item E: Approve Meeting Minutes, April 28, 2025, LBAE Meeting~~

Item F: Resolution 2025-25, Allowing Temporary Liquor Sales in a City Park for Booster Day

~~Item G: Successful Completion of Probation Period: Building Permit Technician~~

Item H: Consider Hire of Fire Chief, Emergency Management Director

Item I: Consider Position Update & Salary Grade Change: Fire Inspector to Deputy Fire Chief

Erkel requested to pull Items G. Larson requested to pull Items B, D, E.

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

6.0 B Approve Meeting Minutes April 24, 2025 Town Hall Meeting

Larson stated that he did not attend the meeting and asked that he be removed from the attendance list.

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

6.0 D Approve Meeting Minutes, April 28, 2025 City Council Meeting

Larson stated that Attorney Jacob Saufley attended as his substitute as the City Attorney in attendance.

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

6.0 E Approve Meeting Minutes, April 28, 2025 LBAE Meeting

Larson stated that he was not present at the LBAE meeting and asked to be removed from the attendance list.

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

6.0 G Successful Completion of Probation Period: Building Permit Technician

Erkel asked if performance reviews are being done for Misty Kolodziej and if it is being checked off that she meets all the standards that are required. Erkel also asked that all employees have performance reviews completed.

Look stated that Misty Kolodziej has not had a performance review but has done a tremendous job so far and he has not seen any issues in anything he has seen so far.

Erkel stated I'll make a motion to approve Item G of the Consent 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.**

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

7.0 A Planning Commission

None.

7.0 B Economic Development Authority

None.

7.0 C Park Commission

None.

8.0 Department Reports**8.0 A Community Development****8.0 A.1 Consider Approval of Resolution 2025-26, Authorizing Involvement in Anoka County's "Urban County" Program through 2028**

Look stated that the Council should discuss opting into Anoka County's Cooperative Agreement for CDBG and HOME Funding for through the 2028 fiscal year. Staff believes this allows the City to utilize these funding sources if projects that could benefit from them are proposed.

Erkel stated that East Bethel is not urban, and she wants to guarantee that there is no fine print. Look stated that there is fine print if they accept funding, but if they don't apply, there is no red tape to follow through on.

Look stated that opting in does not commit them to anything.

Erkel asked if there is any chance that there is a fine print that is totally unrelated. Look stated that he has never seen anything like that.

Larson stated that if they apply for and are awarded funding, they can make an informed decision that they do not want those requirements for that particular use. Larson stated that it makes sense to opt in because they are not obligating themselves, only giving an opportunity.

Erkel asked if they opt in, can the City do a request, or will it have to go through the Council. Mundle stated that the Council would have to approve the grant.

Larson stated that they have to provide a City Council resolution before they will award the funding.

Erkel stated I'll make a motion to adopt Resolution 2025-26, Authorizing Involvement in Anoka County's "Urban County" Program through 2028. Smith stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

8.0 B Engineer Report

None.

8.0 C City Attorney

None.

8.0 D Finance

None.

8.0 E Public Works**8.0 E.1 Consider Adoption of the 2026 Parks Capital Improvement Plan**

Ayshford stated that the Parks Commission prepares an annual Capital Improvement Plan (CIP) which updates needs and costs of proposed projects, evaluates priorities and establishes funding for these works for the coming year and for each of the subsequent years for a five-year period.

Ayshford stated that this plan is presented to City Council for their approval and used in the preparation of the 2026 budget. Ayshford referenced the 2026-2030 Parks CIP developed from discussions at the March 11, 2025, and April 8, 2025, Park Commission meetings that was included in the meeting packet.

Ayshford stated that approval of the plans only commits the City to the projects identified for 2026. Projects beyond 2026 are for planning purposes and will be reevaluated annually for funding prioritization during the capital improvement needs assessment and planning process.

Ayshford stated that the budget includes a general fund transfer of \$120,000 for Parks Capital Improvement Projects for 2026, and is a \$10,000 increase over the 2025 budget to adjust for inflation, and is subject to City Council approval. It is anticipated that Park Dedication Fees from developers will provide an additional \$303,000 to the Parks Acquisition and Development Fund for 2026 mainly from the Viking Meadows development.

Ayshford noted that the Park Commission voted unanimously to recommend the attached 2026-2030 Parks Capital Improvement Plan for approval by City Council. Ayshford referenced the Park Acquisition and Development Fund and Park Capital Fund in the agenda packet and discussed projects for the upcoming years.

Miller stated I'll make a motion to approve the 2026 Parks Capital Improvement Plan. Mundle stated I'll second. Anderson asked any discussion?

Miller asked if the zipline discussed would be a big liability to the City. Ayshford stated that it is only a few feet off the ground, and it is covered in their insurance.

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

8.0 E.2 Consider Adoption of the 2026 Street Capital Improvement Plan

Ayshford stated that attached is the draft 2026-2030 Roads CIP and Road Project Location Map. Approval of the plans only commits the City for the projects identified for 2026. Projects beyond 2026 are for planning purposes and will be reevaluated annually for funding prioritization during the capital improvement needs assessment and planning process.

Ayshford referenced the Municipal State Aid Fund and Street Capital Fund attachments from the agenda packet and outlined projects for upcoming years.

Erkel clarified that they are only approving for 2026. Ayshford stated that was correct.

Mundle stated I'll make a motion to approve the 2026 Street Capital Improvement Plan. Miller stated I'll second. Anderson asked any discussion?

Erkel asked if the turn lane would be on Sandhill or Viking. Ayshford stated that the City has to build the turn lane as a requirement from the County.

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

8.0 F Fire Department

None.

8.0 G City Administrator Report

8.0 G.1 Approve Attendees to the League of Minnesota Cities Annual Conference

Look stated that the League of Minnesota Cities Annual Conference is occurring in Duluth, June 25-27, 2025. Conference includes general sessions, innovative workshops, networking opportunities, and one one-on-one conversations with vendors relating to city needs.

Look noted that regular attendees are charged \$425, first time attendees are discounted to \$275. Hotel room stays are \$149 a night, with two nights reserved per attendee. Meal cost estimated at \$50 a day.

Anderson stated I'll make a motion to approve attendees to the League of Minnesota Cities Annual Conference . Smith stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

9.0 – Other Items

9.0 A Staff Report

Look stated that they got a good deal on parking lot striping and brought everything up to standards, and it looks nice.

Look noted that he has a meeting with the Union tomorrow to discuss the information discussed at the finance committee and hopes that they can bring the proposal forward at the next City Council meeting.

Look updated that regarding the concerns of a resident about roosters, they have gone out to the property twice, and they have not heard anything, so it makes it hard to enforce anything. Mundle stated that he went and heard roosters from the roadway.

9.0 B Council Reports

Smith thanked the Council for approving the new Fire Chief after a successful background and reference check. Smith stated that he believes he will be a positive to the City and the firefighters.

Miller stated that the Parks Commission will be touring all the parks tomorrow.

Mundle stated that they are having a Booster Day meeting on Wednesday and they are looking for volunteers to help on Booster Day for as much time as they want. To sign up to volunteer, go to the Booster Day website.

Erkel stated that she attended a City Officials quarterly meeting, they talked about Highway 65, and she strongly recommended that public officials attend and meet other public officials from different cities.

Erkel stated that she had an Airport Planning meeting. The next meeting is on June 11, 2025, and is open to the public and can be attended online.

Erkel stated that Electric Aircraft is coming to Anoka County and they will be the first and only in the State.

Erkel stated that on June 28, 2025, the EEA will have a pancake breakfast.

Erkel stated that the seniors meet every third Thursday and stated that they are still waiting for a modified ordinance to allow alcohol there.

10.0 Adjourn

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

Meeting adjourned at 8:02 p.m.

Submitted by:

Lilian Rokosz

TimeSaver Off Site Secretarial, Inc.