

City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: September 8, 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)

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Adopt Agenda
- 4.0 Presentations and Public Hearings
 - A. Adoption of 2026 Preliminary Levy and Budget (p. 3-4)
 - 1. Preliminary 2026 Budget (p. 5-98)
 - 2. Res. 2025-48, Set Final 2026 Levy & Budget Date (p. 99)
 - 3. Res. 2025-49, Set the Preliminary 2026 Levy & Budget (p. 100)
 - 4. Res. 2025-50, Set the Preliminary 2026 EDA Levy & Budget (p. 101)
 - 5. Res. 2025-51, Set the Preliminary 2026 HRA Levy & Budget (p. 102)
- 5.0 Public Forum
- 6.0 Consent Agenda (p. 103-104)

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. 105-115)
 - B. Tabled Minutes: August 11, 2025 City Council Meeting (p. 116-123)
 - C. Minutes: August 25, 2025 City Council Work Meeting (p. 124-127)
 - D. Minutes: August 25, 2025 City Council Meeting (p. 128-131)
 - E. Successful Completion of Probationary Period: City Planner
 - F. 2026 Anoka County Municipal Waste Abatement Grant Funding Award/Recycle Contract (p. 132-177)
 - G. Siento Peer Support Program (p. 178-180)
- 7.0 New Business - Commission, Association and Task Force Reports
 - A. Planning Commission
 - 1. Variances: Size and Number of Accessory Buildings, 22206 Durant St. NE (p. 181-194)
 - 2. Rezoning, PUD Preliminary Plan, Preliminary Plat for Cliffs Anderson Acres: PIN# 12-33-23-14-0002, 217th Avenue NE (p. 195-213)
 - B. Economic Development Authority
 - C. Park Commission
- 8.0 Department Reports
 - A. Community Development

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

9.0 Other

- A. Staff Report
- B. Council Reports

10.0 Adjourn

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



Date: September 8, 2025

Agenda Item Number: Item 4.0 A

Agenda Item: 2026 Preliminary Budget and Levy

Background Information:

On July 14, 2025 City Staff and Contracted Personnel from the Administration, Finance, Fire, Police and Public Works Departments presented their budget proposals to the entire City Council for comment and review.

Based on input from the City Council, Department Heads, and Union Contract the preliminary budget was prepared for the City Council to review and consider its approval at tonight's meeting. The preliminary 2026 general fund expenditure budget is projected to increase by 7% or \$479,400. This expenditure increase would then result in a corresponding levy increase (general tax levy and debt service levy) of 3.8% or \$246,100 to balance the 2026 budget. Overall, the general tax levy, debt service levy, EDA levy, and HRA levy would increase by 3.7% or \$246,100.

The 2026 preliminary budget reflects the following expenditure inputs, which are the primary drivers of the overall increase. Please note, that the MN Public Employees Association labor agreement was approved at the June 9th, 2025 City Council meeting. The labor agreement included employee wage adjustments of 8% for 2026 and an increase to the cafeteria contributions for city employees of \$25 per month. The MN Public Employees Association represents 9 of the 22 proposed full-time City Staff.

Staff – Salaries and Benefits

Per Union Contract – 8% COLA increase for 9 Union / 13 Non-Union / 40 Paid on Call

Per Union Contract – increase to \$1,500 per month cafeteria contribution

Overall, Salary and Benefits - \$147K increase over 2025

**Funding the open Community Development Director position at 66% or \$118K

Contracted Services

Law Enforcement Contract – 7% or \$110K increase (6/3/25 AC Proposal)

City Assessor Contract – 0% or \$0K change

City Attorney Contract – 5% or \$10K increase

Metro-INET JPA - \$13K increase

Audit Contract - \$2K increase

Elections – \$21K increase

Transfers

Equipment Replacement Fund - \$22K increase

Street Capital Fund - \$50K increase

Park Capital Fund - \$10K increase

Other

MN Paid Leave Program - \$24K increase

Civic Plus Module Implementation - \$40K increase

Fund Balance

The City has a fund balance policy that states that the City will maintain an unassigned fund balance in the General fund of at least 40% of next year’s budgeted expenditures. In practice, the City has historically maintained and targeted 50% of next year’s budgeted expenditures to ensure the general fund has adequate cash flow to meet operational needs.

The City ended 2024 with a general fund balance of \$5,240,610. Given this amount, estimates for 2025 general fund financial performance and the 2026 preliminary expenditure budget the City used \$200,000 in fund balance to offset the increase in 2026 expenditures to keep the levy increase at a modest 3.8% for 2026 and still be over the targeted 50%. This strategic use of fund balance allows the City to lower the overall levy increase and still maintain enough fund balance to use in future years in the same manner.

Attachment(s):

- 1. Preliminary 2026 Preliminary Budget
- 2. Resolution 2025-48 Set Final Levy & Budget Date
- 3. Resolution 2025-49 Set the Preliminary Levy & Budget
- 4. Resolution 2025-50 Set the Preliminary EDA Levy & Budget
- 5. Resolution 2025-51 Set the Preliminary HRA Levy and Budget

Recommendation:

Motion I: Staff requests Council consider approval of Resolution 2025-48, Set Final Levy & Budget Date

Motion II: Staff requests Council consider approval of Resolution 2025-49, Setting the Preliminary Property Tax Levy and Budget for 2026.

Motion III: Staff requests Council consider approval of Resolution 2025-50, Setting the Preliminary 2026 EDA Levy & Budget

Motion IV: Staff requests Council consider approval of Resolution 2025-51, Setting the Preliminary 2026 HRA Levy and Budget

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



2026 Preliminary Budget

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**City of East Bethel
2026 Levy Summary**

	Account Description	2023 Actual	2024 Actual	2025 Final Budget	2026 Preliminary Budget	% Change
Tax Levies - City						
	General Fund Tax Levy	5,144,600.00	5,251,100.00	5,411,500.00	5,738,600.00	6%
	2015 A Bond Levy	614,500.00	632,500.00	651,000.00	670,000.00	3%
	2014 A Bond Levy	331,000.00	330,000.00	330,000.00	230,000.00	-30%
	Total Levy - City	6,090,100.00	6,213,600.00	6,392,500.00	6,638,600.00	3.8%
Tax Levies - Special Levies						
	EDA Levy	136,200.00	136,200.00	136,200.00	136,200.00	0%
	HRA Levy	77,000.00	77,000.00	77,000.00	77,000.00	0%
	Total Levy - Special Levies	213,200.00	213,200.00	213,200.00	213,200.00	0%
	Total All Levies	6,303,300.00	6,426,800.00	6,605,700.00	6,851,800.00	3.7%

CITY COUNCIL

<u>NAME</u>	<u>TITLE</u>	<u>TERM EXPIRES</u>
Arden Anderson	Mayor	01/01/27
Suzanne Erkel	Council Member	01/01/29
Brian Mundle	Council Member	01/01/29
Jim Smith	Council Member	01/01/27
Tim Miller	Council Member	01/01/27

CITY OFFICIALS

Matt Look	City Administrator
Mike Jeziorski	Deputy City Administrator Finance Director
Carrie Frost	Deputy City Clerk Administrative Coordinator
Faye Bell	Administrative Assistant
Emily Jabs	Finance Coordinator
Desiree Stanford	Accounting Coordinator
Grace Gerard	City Planner
Nick Schmitz	Building Official
Steve Lutmer	Building Inspector
Misty Kolodziej	Building Permit Technician
Jeff Cielocha	Fire Chief Emergency Management Director
Ben Uden	Deputy Fire Chief
Nate Ayshford	Public Works Manager
Jason Hehir	Lead Street and Park Maintenance Technician
Jeremiah Haller	Lead Utility and Street Maintenance Technician

Organizational Staff Summary					
Governance		2023	2024	2025	2026
City Council	Part Time	5.00	5.00	5.00	5.00
Administration					
City Administration	Full Time	3.00	3.00	3.00	3.00
Elections	Part Time		Contract		Contract
Finance	Full Time	3.00	3.00	3.00	3.00
Assessor	Contract				
Attorney Legal	Contract				
IT	Contract				
Community Development					
Planning and Zoning	Full Time	2.00	1.00	2.00	2.00
Building Inspection	Full Time	3.00	3.00	3.00	3.00
Public Safety					
Law Enforcement	Contract				
Fire Protection	Full Time	2.00	3.00	2.00	2.00
	Part Time	Paid On-Call	Paid On-Call	Paid On-Call	Paid On-Call
Public Works					
Street Maintenance	Full Time	5.00	5.00	5.00	5.00
	Part Time Seasonal	1.00	1.00	1.00	1.00
Park Maintenance	Full Time	4.00	4.00	4.00	4.00
	Part Time Seasonal	1.00	1.00	1.00	1.00
Arena	Part Time Seasonal	-	-	5.00	5.00
Engineer	Contract				
Total	Full Time	22.00	22.00	22.00	22.00
	Part Time	7.00	7.00	12.00	12.00

2026 Pay Plan (Hourly)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	19.86	20.59	21.32	22.04	22.77	23.50	24.22
2	21.39	22.17	22.96	23.74	24.52	25.31	26.09
3	23.53	24.39	25.25	26.11	26.97	27.83	28.69
4	25.88	26.83	27.77	28.72	29.67	30.61	31.56
5	28.47	29.51	30.55	31.60	32.64	33.68	34.72
6	31.34	32.48	33.63	34.78	35.92	37.07	38.21
7	34.46	35.72	36.99	38.25	39.51	40.77	42.03
8	37.89	39.28	40.66	42.05	43.43	44.82	46.21
9	41.21	42.72	44.22	45.73	47.24	48.75	50.25
10	47.03	48.75	50.48	52.20	53.92	55.64	57.36
11	49.95	51.77	53.60	55.43	57.26	59.08	60.91
12	52.94	54.88	56.82	58.75	60.69	62.63	64.56
13	57.42	59.52	61.62	63.72	65.82	67.92	70.02
14	60.87	63.10	65.32	67.55	69.78	72.00	74.23
15	64.53	66.89	69.26	71.62	73.98	76.34	78.70
16	68.74	71.25	73.77	76.28	78.79	81.31	83.82

2026 Pay Plan (Annually)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	41,317.03	42,828.63	44,340.22	45,851.82	47,363.42	48,875.02	50,386.62
2	44,495.26	46,123.14	47,751.01	49,378.89	51,006.76	52,634.64	54,262.51
3	48,939.82	50,730.30	52,520.78	54,311.26	56,101.75	57,892.23	59,682.71
4	53,831.32	55,800.76	57,770.20	59,739.64	61,709.07	63,678.51	65,647.95
5	59,219.42	61,385.98	63,552.55	65,719.11	67,885.67	70,052.24	72,218.80
6	65,178.60	67,563.19	69,947.77	72,332.35	74,716.94	77,101.52	79,486.10
7	71,684.05	74,306.64	76,929.22	79,551.81	82,174.40	84,796.99	87,419.57
8	78,810.24	81,693.55	84,576.85	87,460.15	90,343.45	93,226.75	96,110.05
9	85,712.97	88,848.81	91,984.65	95,120.49	98,256.33	101,392.17	104,528.01
10	97,829.98	101,409.13	104,988.27	108,567.42	112,146.56	115,725.71	119,304.86
11	103,888.49	107,689.29	111,490.08	115,290.88	119,091.68	122,892.48	126,693.28
12	110,120.80	114,149.61	118,178.42	122,207.23	126,236.04	130,264.85	134,293.66
13	119,432.03	123,801.50	128,170.96	132,540.43	136,909.89	141,279.36	145,648.82
14	126,607.89	131,239.88	135,871.88	140,503.87	145,135.87	149,767.87	154,399.86
15	134,230.68	139,141.56	144,052.44	148,963.32	153,874.19	158,785.07	163,695.95
16	142,970.82	148,201.46	153,432.10	158,662.74	163,893.38	169,124.02	174,354.66

2026 Cafeteria Contribution							
Full Time Employees					\$1,500 per month		

Seasonal/Part Time							
Mayor					\$525 per month		
Council Member					\$475 per month		
Seasonal and Part Time					\$15.00-\$23.00 per hour		

2026 Fire Fighter and Officer Pay Plan							
Position					Monthly Salary Rate		
District Fire Chief					\$ 770.14		
Captain					\$ 326.63		
Lieutenant					\$ 227.68		

Training/Drill/Fire Call/Duty Officer							
Probationary Firefighter					\$17.47 per hour		
Firefighter I					\$18.81 per hour		
Firefighter II/Officer					\$19.39 per hour		
Firefighter III/Officer					\$21.35 per hour		
Duty Officer				City Council Packet, page 12	\$326.63 per week		

**City of East Bethel
2026 General Fund Preliminary Budget (Summary)**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget	% Change
General Fund							
Revenues							
	Property Tax	5,098,159.81	5,289,545.88	2,885,246.46	5,411,500.00	5,738,600.00	6%
	Franchise Tax	58,997.29	55,287.63	25,215.21	61,500.00	57,000.00	-7%
	Payment in Lieu of Taxes	-	34,265.75	12,607.50	25,000.00	25,000.00	N/A
	Use of Fund Balance	-	-	-	200,000.00	200,000.00	0%
	Special Assessments	13,000.00	12,500.00	6,000.00	12,000.00	11,500.00	-4%
	Licenses and Fees	43,006.11	42,818.36	33,310.01	39,400.00	38,400.00	-3%
	Building Inspection Permits	425,703.87	536,543.10	241,958.78	347,500.00	389,000.00	12%
	State Aid	829,574.34	239,351.78	254,658.00	235,000.00	263,000.00	12%
	Fines and Forfeits	21,390.60	26,614.29	14,633.03	22,000.00	24,000.00	9%
	Intergovernmental Charges	293,867.06	336,448.43	359,344.55	358,700.00	403,000.00	12%
	Other Fees	3,172.68	3,215.10	1,974.05	3,700.00	3,200.00	-14%
	Cemetery Revenue	8,900.00	7,150.00	4,525.00	7,500.00	7,500.00	0%
	Site Lease Revenue	130,025.48	105,440.72	66,696.73	83,000.00	86,000.00	4%
	Gambling 10% Contribution	79,460.74	57,239.20	23,205.66	60,000.00	60,000.00	0%
	Refunds and Reimbursements	34,910.98	41,069.30	11,973.51	29,500.00	29,500.00	0%
	Conduit Debt Issuance Fee	100,000.00	-	-	-	-	N/A
	Interest Earnings	118,047.81	163,667.77	92,702.68	80,000.00	120,000.00	50%
Total Revenues - General Fund		7,258,216.77	6,951,157.31	4,034,051.17	6,976,300.00	7,455,700.00	7%
Expenditures							
General Government							
	Council	83,374.91	67,212.03	68,432.72	83,600.00	85,200.00	2%
	City Administration	426,934.22	434,439.38	246,381.70	461,900.00	530,600.00	15%
	Elections	2,593.26	16,593.71	-	4,000.00	25,000.00	525%
	Finance	400,758.61	394,641.59	244,097.37	424,300.00	451,400.00	6%
	Assessing	59,315.00	59,693.35	63,457.00	63,500.00	63,500.00	0%
	Legal	182,817.86	175,204.26	116,396.73	185,000.00	195,000.00	5%
	Government Buildings	36,235.72	37,475.79	19,692.19	43,500.00	43,500.00	0%
	Risk Management	101,917.00	106,036.00	101,334.00	108,000.00	132,000.00	22%
Total General Government		1,293,946.58	1,291,296.11	859,791.71	1,373,800.00	1,526,200.00	11%
Community Development							
	Planning and Zoning	147,304.84	163,160.49	102,383.19	277,500.00	254,400.00	-8%
	Building Inspection	365,440.83	380,589.22	216,990.33	401,400.00	419,800.00	5%
Total Community Development		512,745.67	543,749.71	319,373.52	678,900.00	674,200.00	-1%
Public Safety							
	Police Protection	1,223,474.00	1,398,453.00	1,139,058.00	1,473,000.00	1,583,000.00	7%
	Fire Protection	943,891.61	903,747.01	577,580.04	979,100.00	1,052,100.00	7%
Total Public Safety		2,167,365.61	2,302,200.01	1,716,638.04	2,452,100.00	2,635,100.00	7%
Engineering							
	Engineering	9,473.25	9,727.31	7,046.76	20,000.00	20,000.00	0%
Total Engineering		9,473.25	9,727.31	7,046.76	20,000.00	20,000.00	0%
Public Works							
	Public Works - Parks Maintenance	512,843.27	535,603.05	324,343.79	556,400.00	595,900.00	7%
	Public Works - Streets	1,061,596.30	1,037,763.14	625,148.87	1,128,600.00	1,177,800.00	4%
Total Public Works		1,574,439.57	1,573,366.19	949,492.66	1,685,000.00	1,773,700.00	5%
Civic Events							
	Civic Events	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	0%
Total Culture and Recreation		6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	0%
Transfers / Other							
	Transfer to Building Capital	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	0%
	Transfer to Street Capital	500,000.00	550,000.00	600,000.00	600,000.00	650,000.00	8%
	Transfer to Parks Capital	100,000.00	100,000.00	110,000.00	110,000.00	120,000.00	9%
Total Other		650,000.00	700,000.00	760,000.00	760,000.00	820,000.00	8%
Total Expenditures - General Fund		6,214,470.68	6,426,839.33	4,618,842.69	6,976,300.00	7,455,700.00	7%
Excess of Revenues over Expenditures - General Fund		1,043,746.09	524,317.98	(584,791.52)	-	-	



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41110 - Mayor and City Council

DEPARTMENTAL PROFILE

The City Council is comprised of the Mayor and four City Council Members. All are elected at-large. Council Members serve four-year terms with two members up for election every two years. The Mayor serves a two-year term.

DEPARTMENTAL GOALS

To provide leadership and vision for the City while planning for growth / development activity and to adopt policies that are in the best interest of the City and its residents.

EXPENDITURE DETAILS

STAFFING

1- Mayor
4- City Council Members

103-Mayor and City Council Salary
\$29,100
Provides for a monthly salary of \$525 for the Mayor and \$475 for each Council Member

107-Commissions and Boards
\$27,000
Upper Rum River Watershed Management Organization -\$12,373
Sunrise Watershed Management Organization - \$14,381

307-Professional Services
\$3,000
Quarterly updates of ordinances. Professional service requirements throughout the year including assistance with grant and direct appropriation identification and pursuit.

433-Dues and Subscriptions

\$21,000

League of Minnesota Cities-\$13,500

Alexandra House-\$4,500

Mediation Services for Anoka County-\$2,500

MN Mayors Association-\$30

434-Conferences/Meetings

\$1,000

Costs associated with Mayor and City Council members' attendance at League of Minnesota Cities Annual Conference, Local Government meetings, etc.

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Council						
	E 101-41110-103 Part-Time Employees	28,575.00	29,100.00	16,975.00	29,100.00	29,100.00
	E 101-41110-107 Commissions and Boards	25,595.87	22,629.04	23,687.15	23,500.00	27,000.00
	E 101-41110-125 FICA/Medicare	2,186.08	2,226.24	1,298.64	2,200.00	2,200.00
	E 101-41110-151 Worker s Comp Insurance Prem	78.77	92.24	121.28	100.00	200.00
	E 101-41110-201 Office Supplies	130.73	32.38	134.20	200.00	200.00
	E 101-41110-231 Small Tools and Minor Equip	2,731.40	502.09	755.78	1,000.00	1,000.00
	E 101-41110-307 Professional Services Fees	4,770.32	1,306.32	2,289.71	5,000.00	3,000.00
	E 101-41110-331 Travel Expenses	-	-	365.40	500.00	500.00
	E 101-41110-433 Dues and Subscriptions	18,649.18	11,299.20	20,262.60	21,000.00	21,000.00
	E 101-41110-434 Conferences/Meetings	657.56	24.52	2,542.96	1,000.00	1,000.00
		83,374.91	67,212.03	68,432.72	83,600.00	85,200.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41320 – City Administration

DEPARTMENTAL PROFILE

Pursuant to City Code, Chapter 2-261, the City Administrator is the chief administrative officer of the City responsible to the City Council. The Administrator facilitates and directs implementation of the City Council's policies and directives relating to City operations and activities. Specific activities include recommendations to the Council regarding policies, operations, procedures and providing liaison between the Council, commissions, employees, residents and other governmental entities.

DEPARTMENTAL GOALS

Provide leadership and direction to employees of the City of East Bethel and work to achieve the goals established by the City Council. The Department also provides assistance to all stakeholders, accurate information and courteous service to City residents/visitors.

EXPENDITURE DETAILS

STAFFING

1 City Administrator
1 Administrative Coordinator
1 Administrative Assistant

101-Full-Time Employees Regular
\$314,500

Provides for a 8% COLA salary increase for three employees and a STEP increase for one eligible employee.

131-Cafeteria Contribution
\$54,000
City allotment for benefits for full-time employees

201-Office Supplies
\$1,500
Miscellaneous office supplies including paper, toner, envelopes, and folders

307 – Professional Service Fees

\$12,000

Time Savers - minute-taking services for City Council Meetings and City Council Work Meetings.

309 - Information Systems

\$17,600

Metro-Inet– IT Support

Metro-Inet- VOIP Phones

Adobe Acrobat Subscription

Anoka County - Fiber Internet - \$150 per month | \$1,800 annually

321 - Phone

\$2,200

Cell phone reimbursement for City Administrator and land lines for City Hall.

322-Postage

\$7,000

All postage costs including 4 newsletter mailings throughout the year

331-Travel Expenses

\$3,000 Mileage and travel reimbursement for the City Administrator / Support Staff

342-Legal Notices

\$500

Advertising costs for legal notices regarding ordinances and other legally required notices

351-Printing and Duplicating

\$6,000

City newsletter production and mailing of 4 publications to each resident

413-Office Equipment

\$7,000

Pitney Bowes - postage machine lease - \$700

US Bank Equipment Finance - Ricoh copier/printer lease - \$6,300

421-Software License

\$40,000

Miscellaneous Software licenses

Civic Plus Modules

434-Conferences/Meetings

\$5,000

MCFOA membership

Miscellaneous Conferences for City Administrator, Administrative Coordinator and Administrative Assistant

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Administration						
	E 101-41320-101 Full-Time Employees Regular	270,679.48	273,076.75	159,863.68	291,900.00	314,500.00
	E 101-41320-102 Full-Time Employees Overtime	235.34	7,178.96	2,023.80	-	-
	E 101-41320-103 Part-Time Employees	630.00	-	-	-	-
	E 101-41320-122 PERA-Coordinated Plan	19,133.10	19,746.03	12,141.57	21,900.00	23,600.00
	E 101-41320-125 FICA/Medicare	22,658.56	22,448.22	13,446.08	26,800.00	28,700.00
	E 101-41320-126 Deferred Compensation	3,760.50	4,000.00	2,307.90	6,000.00	6,000.00
	E 101-41320-131 Cafeteria Contribution	51,296.94	52,200.00	30,975.00	53,100.00	54,000.00
	E 101-41320-151 Worker s Comp Insurance Prem	1,763.64	2,113.38	1,451.78	2,000.00	2,000.00
	E 101-41320-201 Office Supplies	1,397.08	4,900.86	1,097.25	1,500.00	1,500.00
	E 101-41320-231 Small Tools and Minor Equip	952.80	15.13	-	-	-
	E 101-41320-307 Professional Services Fees	13,838.23	9,915.89	3,968.27	13,000.00	12,000.00
	E 101-41320-309 Information Systems	15,677.80	14,957.98	9,308.18	16,000.00	17,600.00
	E 101-41320-321 Telephone	1,869.06	2,353.94	919.13	2,200.00	2,200.00
	E 101-41320-322 Postage/Delivery	6,979.70	5,600.38	3,000.00	10,000.00	7,000.00
	E 101-41320-331 Travel Expenses	1,937.31	507.33	377.28	1,000.00	3,000.00
	E 101-41320-342 Legal Notices	755.23	290.40	45.24	500.00	500.00
	E 101-41320-351 Printing and Duplicating	2,520.90	3,289.44	-	3,500.00	6,000.00
	E 101-41320-413 Office Equipment Rental	7,089.60	7,018.75	3,678.20	7,000.00	7,000.00
	E 101-41320-421 Software Licensing	3,238.95	-	-	500.00	40,000.00
	E 101-41320-434 Conferences/Meetings	520.00	4,825.94	1,778.34	5,000.00	5,000.00
		426,934.22	434,439.38	246,381.70	461,900.00	530,600.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41410 – Elections

DEPARTMENTAL PROFILE

This department is responsible for providing access to the election process to the citizens of the City of East Bethel. The department is responsible for determining polling locations, acquiring and maintaining election equipment, contracting and training election judges, registering municipal candidates, and conducting absentee voting for both the primary and general elections.

EXPENDITURE DETAILS

219 - General Operating Supplies
\$500

307 - Professional Services Fees
\$20,000
Election Judge Payments

342 - Legal Notices
\$500

402 - Equipment Maintenance
\$4,000

The City and Anoka County have a joint powers agreement that includes payment of a system support fee for equipment and software. The City will store and use the equipment during each election cycle.

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Elections						
	E 101-41410-219 General Operating Supplies	-	268.27	-	-	500.00
	E 101-41410-307 Professional Services Fees	-	14,612.84	-	-	20,000.00
	E 101-41410-342 Legal Notices	-	417.45	-	-	500.00
	E 101-41410-402 Repairs/Maint Machinery/Equip	2,593.26	1,295.15	-	4,000.00	4,000.00
		2,593.26	16,593.71	-	4,000.00	25,000.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41520 – Finance

DEPARTMENTAL PROFILE

Finance is responsible for all treasury operations of the City including: accounting management (accounts payable and receivable, reconciliations, and reporting to stakeholders), investment management, risk management (property / general liability insurance and workers compensation), utility billing management, human resource management (payroll, benefits, employee recruitment/retention), budget management, audit management, debt service management (new issues, refinances and rating calls). This department is also responsible for overseeing the information technology management (Computer - hardware / software).

DEPARTMENTAL GOALS

Departmental goals include preparation of financial statements that garner a clean audit opinion, continuous analysis of the City's financial condition and continued establishment and implementation of financial policies.

EXPENDITURE DETAILS

STAFFING

1 Finance Director
1 Finance Coordinator
1 Accounting Coordinator

101-Full-Time Employees Regular Salary
\$291,600

Provides for an 8% COLA salary increase for three employees and a step increase for two employees

131-Cafeteria Contribution
\$54,000
City allotment for benefits for full-time employees

301-Auditing and Accounting Services
\$28,000
Annual audit of the City's financial statements

307 – Professional Service Fees
\$1,900
Anoka County - \$1,900
Cost associated with tax levy and special assessment administration

309 - Information Systems
\$14,800
Metro-INET– IT support
Metro-INET- VOIP Phones
Adobe Acrobat Subscription

321 - Phone
\$500
Cell phone reimbursement for Finance Director

331-Travel Expense
\$200
Mileage reimbursement for: trainings, bank and post office travel

342-Legal Notices
\$500
Publishing of the City's annual audit

421-Software License
\$1,800
Financial software license and support necessary if problems arise with Banyon financial and payroll software.

434-Conferences/Meetings/Training
\$700
Training for Finance Staff

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Finance						
	E 101-41520-101 Full-Time Employees Regular	260,531.98	249,755.66	144,581.98	270,100.00	291,600.00
	E 101-41520-102 Full-Time Employees Overtime	396.15	2,429.72	792.92	-	-
	E 101-41520-122 PERA-Coordinated Plan	19,551.96	18,402.88	10,903.04	20,300.00	21,900.00
	E 101-41520-125 FICA/Medicare	23,085.83	21,484.34	12,575.96	25,200.00	26,900.00
	E 101-41520-126 Deferred Compensation	6,163.11	6,000.18	3,461.85	6,000.00	6,000.00
	E 101-41520-131 Cafeteria Contribution	51,300.00	52,200.00	30,975.00	53,100.00	54,000.00
	E 101-41520-151 Worker s Comp Insurance Prem	1,672.43	2,073.03	1,342.62	2,100.00	2,500.00
	E 101-41520-201 Office Supplies	37.69	-	215.24	100.00	100.00
	E 101-41520-231 Small Tools and Minor Equip	-	-	-	-	-
	E 101-41520-301 Auditing and Acct g Services	23,500.00	25,578.00	26,906.00	27,000.00	28,000.00
	E 101-41520-307 Professional Services Fees	1,731.29	1,816.68	1,906.34	1,800.00	1,900.00
	E 101-41520-309 Information Systems	9,545.88	11,430.50	7,949.27	13,500.00	14,800.00
	E 101-41520-321 Telephone	880.00	480.00	-	1,500.00	500.00
	E 101-41520-331 Travel Expenses	71.04	-	108.70	200.00	200.00
	E 101-41520-342 Legal Notices	591.25	1,080.60	358.45	1,000.00	500.00
	E 101-41520-421 Software Licensing	1,680.00	1,680.00	1,730.00	1,700.00	1,800.00
	E 101-41520-434 Conferences/Meetings	20.00	230.00	290.00	700.00	700.00
		400,758.61	394,641.59	244,097.37	424,300.00	451,400.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41550 – Assessing

DEPARTMENTAL PROFILE

The primary function of this department is the accurate classification and valuation of all real property listed for taxation. Existing properties need to be physically inspected every five years, all newly constructed structures need to be inspected the year of construction.

DEPARTMENTAL GOALS

Ensure full and accurate valuations for all properties within the City to provide an equitable basis for assessing taxes; provide detailed explanations to citizens with concerns about their properties' valuations; analyze and assimilate data acquired in the appraisal process into a format that will be useful and meaningful to the City and its stakeholders.

EXPENDITURE DETAILS

307-Professional Services
\$63,500

The City currently has a contract with the Anoka County Assessor's Office to complete these services through May 15, 2028

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Assessing						
	E 101-41550-307 Professional Services Fees	59,315.00	59,693.35	63,457.00	63,500.00	63,500.00
		59,315.00	59,693.35	63,457.00	63,500.00	63,500.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41610 – Legal

DEPARTMENTAL PROFILE

Legal provides counsel and support to the City Council and other City staff. In addition, the department prosecutes criminal offenses.

DEPARTMENTAL GOALS

Ensure that the City of East Bethel's interests are proactively, efficiently and thoroughly represented and protected. Closure of many longstanding issues will be aggressively pursued. The City will continue to monitor the current provision of legal services to the City to determine if the aforementioned goals are being met. When it is deemed necessary, legal specialists in various disciplines may be retained to best serve the City's interests. A portion of the cost for prosecution services is recovered through fines and penalties assessed by the court system.

EXPENDITURE DETAILS

303-Legal Services
\$195,000

The City currently has a contract with Eckberg Lammers for Legal services that runs through May 31, 2026.

Civil Services:
1/1/26 to 05/31/26 - \$250.00 per hour
6/1/26 to 12/31/26 – Open
\$5,500 per month **estimate
\$66,000 annually

Prosecution Services:
1/1/26 to 5/31/26 (5 Months)- \$53,590
6/1/26 to 12/31/26 (7 Months) – Open
\$129,000 annually

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Law and Legal						
	E 101-41610-303 Legal Fees	182,817.86	175,204.26	116,396.73	185,000.00	195,000.00
		182,817.86	175,204.26	116,396.73	185,000.00	195,000.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41940 – General Government Buildings

DEPARTMENTAL PROFILE

The General Government Buildings department provides for the ongoing cleaning, maintenance and utility costs for City Hall and other general City facilities. Costs for other buildings are charged to the functional department using the respective building.

DEPARTMENTAL GOALS

Maximize the efficiency and usability of City Hall to accommodate employees and equipment necessary to best serve customers of the City of East Bethel; ensure a healthy environment for employees and residents using City facilities.

EXPENDITURE DETAILS

211-Cleaning Supplies

\$500

Cleaning supplies for government facilities

219-General Operating Supplies / Safety Supplies

\$1,000

Safety supplies/First Aid for City Hall

223-Bldg/Facility Repair Supplies

\$1,500

Miscellaneous supplies such as light bulbs, power strips, etc.

381-Electric Utilities

\$13,500

Electrical utility services for City Hall and the City billboard

382-Gas Utilities

\$6,000

Gas utilities for City Hall

403-Buildings & Facilities Repair/Maintenance

\$19,500

City Hall janitorial service - \$4,600

Septic system pumping - \$1,500

Annual carpet cleaning \$500

Water Softener Rental - \$300

Senior Center janitorial service - \$3,400

Miscellaneous building repairs - \$9,200

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Government Buildings						
	E 101-41940-211 Cleaning Supplies	512.90	271.71	-	500.00	500.00
	E 101-41940-219 General Operating Supplies	746.48	1,418.70	253.40	1,000.00	1,000.00
	E 101-41940-223 Bldg/Facility Repair Supplies	2,999.07	3,658.91	1,686.34	1,500.00	1,500.00
	E 101-41940-381 Electric Utilities	12,326.17	12,408.40	6,036.87	13,500.00	13,500.00
	E 101-41940-382 Gas Utilities	5,627.70	4,622.56	3,491.37	6,000.00	6,000.00
	E 101-41940-385 Refuse Removal	909.38	1,095.18	719.60	1,000.00	1,000.00
	E 101-41940-402 Repairs/Maint Machinery/Equip	325.00	325.00	325.00	500.00	500.00
	E 101-41940-403 Bldgs/Facilities Repair/Maint	12,789.02	13,675.33	7,179.61	19,500.00	19,500.00
		36,235.72	37,475.79	19,692.19	43,500.00	43,500.00



2026 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 41910 – Planning and Zoning

DEPARTMENTAL PROFILE

The Planning and Zoning division formulates, administrates and interprets ordinances enacted by the City of East Bethel. It is responsible for preparing reports and making presentations to the City Council, Planning Commission (PC) and Economic Development Authority (EDA) to facilitate their decision making. It also assists with code enforcement, oversee GIS functions, economic development, environmental planning, customer service, and related activities.

DEPARTMENTAL GOALS

Improve the assimilating and data processing function for presentations to PC and City Council and EDA; provide timely and thorough review of all PC, City Council and EDA issues; provide accurate information regarding City ordinances and zoning to the public; update GIS functions, provide assistance to residents, developers, real estate agents, appraisers, insurance companies, mortgage companies, etc. regarding City ordinances and procedures. Provide support to EDA.

EXPENDITURE DETAILS

STAFFING

1 Community Development Director
1 City Planner

101-Full-Time Employees Regular
\$156,900

Provides for a 8% COLA salary increase for two eligible employees and a step increase for two eligible employee

107 – Commission Member compensation
\$1,700

131-Cafeteria Contribution
\$36,000
City allotment for benefits for full-time employees

307 – Professional Service Fees

\$4,700

Time Savers – Planning and Zoning minute taking - \$2,000

Anoka Conservation District - Land use reviews - \$500

Anoka County – Pictometry - \$2,200

309 - Information Systems

\$9,800

Metro-INET – IT Support

Metro-INET- VOIP Phones

Adobe Acrobat Subscription

321 – Phone

\$500

Cell phone reimbursement for Staff

331 – Travel Expenses

\$100

342 – Legal Notices

\$2,000

Publications of notices for land use proposals, Comprehensive Plan Amendments, and Zoning Ordinance Amendments

421 – Software Licensing

\$5,500

Datafi (GIS) licensing \$5,500

423 – Filing Fees

\$2,000

Filing fees at Anoka County (plats, agreements, resolutions, etc)

433 – Dues and Subscriptions

\$1,200

Minnesota Chapter American Planning Association - \$850

Economic Development Association - \$320

434 – Conferences/Meetings

\$1,000

League of MN Cities Workshops

Ehlers Conference

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Planning and Zoning						
	E 101-41910-101 Full-Time Employees Regular	89,945.88	101,255.24	32,884.35	181,300.00	156,900.00
	E 101-41910-102 Full-Time Employees Overtime			10.88		
	E 101-41910-103 Part-Time Employees	189.00	-	-	-	-
	E 101-41910-107 Commissions and Boards	1,400.00	1,240.00	-	1,700.00	1,700.00
	E 101-41910-122 PERA-Coordinated Plan	6,278.29	7,394.91	1,858.69	13,600.00	11,800.00
	E 101-41910-125 FICA/Medicare	7,441.10	8,504.45	2,682.30	16,900.00	15,100.00
	E 101-41910-126 Deferred Compensation	2,000.18	2,000.18	923.16	4,000.00	4,000.00
	E 101-41910-131 Cafeteria Contribution	17,100.00	17,400.00	8,850.00	35,400.00	36,000.00
	E 101-41910-151 Worker s Comp Insurance Prem	1,089.53	1,255.58	868.40	2,000.00	2,000.00
	E 101-41910-201 Office Supplies	-	1,687.56	-	100.00	100.00
	E 101-41910-231 Small Tools and Minor Equip	-	-	-	-	-
	E 101-41910-307 Professional Services Fees	4,350.00	4,890.25	45,187.25	4,700.00	4,700.00
	E 101-41910-309 Information Systems	6,517.08	7,739.37	2,788.74	5,000.00	9,800.00
	E 101-41910-321 Telephone	480.00	480.00	-	500.00	500.00
	E 101-41910-331 Travel Expenses	24.89	-	-	100.00	100.00
	E 101-41910-341 Personnel Advertising	652.40	-	-	-	-
	E 101-41910-342 Legal Notices	2,473.49	2,050.95	132.02	2,000.00	2,000.00
	E 101-41910-421 Software Licensing	5,400.00	5,744.00	5,463.00	6,000.00	5,500.00
	E 101-41910-423 Filing Fees	1,518.00	1,518.00	734.40	2,000.00	2,000.00
	E 101-41910-433 Dues and Subscriptions	445.00	-	-	1,200.00	1,200.00
	E 101-41910-434 Conferences/Meetings	-	-	-	1,000.00	1,000.00
		147,304.84	163,160.49	102,383.19	277,500.00	254,400.00



2026 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 42410 – Building Inspection

DEPARTMENTAL PROFILE

This department is responsible for conducting plan reviews and on-site inspections for all building activity, septic systems installed within the City as required by State Building Code and code enforcement. The Building Official is also the Code Compliance Officer.

DEPARTMENTAL GOALS

Provide plan reviews and permit issuances in a timely manner, i.e., residential reviews and permits issued within 3-14 working days of receipt of complete application; commercial and institutional plan reviews and permits issued within 30 days of receipt of completed application (commercial plan review time frame does not include State or County reviews); conduct on-site inspections as scheduled in a professional manner; provide information to the public regarding building codes, septic codes, and city ordinances; conduct city ordinance violation inspections.

EXPENDITURE DETAILS

STAFFING

1 Building Official
1 Building Inspector
1 Building Permit Technician

101-Full-Time Employees Regular
\$273,900

Provides for a 8% COLA salary increase for three employees and a step increase for one employee

131-Cafeteria Contribution
\$54,000

City allotment for benefits for full-time employees

212- Motor Fuels
\$6,000
Fuel Costs

219-General Operating Supplies

\$2,200

Includes replacement stamps for plan reviews, scale rulers, plan hangers, plan drawer, new file cabinets, dividers, picture paper, etc. Updating building code books.

221 – Motor Vehicle Parts

\$1,100

Replacement of tires on one Building Department vehicle

309 - Information Systems

\$14,800

Metro-INET – IT Support

Metro-INET- VOIP Phones

Adobe Acrobat Subscription

321 – Telephone

\$1,100

Cell Phone charges for Building Official and Building Inspector

351-Printing and Duplicating

\$300

Inspection cards, permit applications, postcards for septic pumping and other forms related to building inspection, code enforcement and dangerous dog enforcement

421-Software Licensing

\$3,000

Annual support for Permit Works software (Complaint Tracker, Septic, and Permitting).

431-Vehicle Replacement Charges

\$6,000

Future truck replacement

433- Dues and Subscriptions

\$400

Membership in the International Code Council (ICC) and Minnesota 10,000 Lakes Chapter of the ICC. MN Building Technician Association.

434-Conferences/Meetings

\$2,900

Building Official/Inspector continuing education to maintain State certifications by attending classes sponsored by the State Building Codes and Standards Department, local colleges, the Minnesota Pollution Control Agency and sewage treatment systems education expenses.

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Building Inspection						
	E 101-42410-101 Full-Time Employees Regular	238,568.46	249,791.07	139,712.07	259,800.00	273,900.00
	E 101-42410-102 Full-Time Employees Overtime	81.74	56.40	881.47	-	-
	E 101-42410-122 PERA-Coordinated Plan	18,041.65	18,744.35	10,544.51	19,500.00	20,500.00
	E 101-42410-125 FICA/Medicare	19,588.17	19,742.10	11,311.14	24,400.00	25,500.00
	E 101-42410-126 Deferred Compensation	6,000.18	5,923.25	3,461.85	6,000.00	6,000.00
	E 101-42410-131 Cafeteria Contribution	51,300.00	51,475.00	30,975.00	53,100.00	54,000.00
	E 101-42410-151 Worker s Comp Insurance Prem	1,960.16	1,736.36	2,456.01	2,000.00	2,000.00
	E 101-42410-201 Office Supplies	223.71	650.24	-	-	-
	E 101-42410-212 Motor Fuels	5,425.72	5,191.08	2,292.15	6,000.00	6,000.00
	E 101-42410-219 General Operating Supplies	594.13	255.00	279.18	2,200.00	2,200.00
	E 101-42410-221 Motor Vehicles Parts	108.93	977.66	70.00	1,100.00	1,100.00
	E 101-42410-231 Small Tools and Minor Equip	-	-	-	-	-
	E 101-42410-307 Professional Services Fees	4,709.60	5,510.00	-	-	-
	E 101-42410-309 Information Systems	9,775.68	11,430.49	7,949.27	13,500.00	14,800.00
	E 101-42410-321 Telephone	544.27	664.22	189.24	1,100.00	1,100.00
	E 101-42410-331 Travel Expenses	-	-	124.04	-	-
	E 101-42410-351 Printing and Duplicating	325.00	159.00	254.40	300.00	300.00
	E 101-42410-421 Software Licensing	2,990.00	2,990.00	-	3,000.00	3,000.00
	E 101-42410-422 Auto/Misc Licensing Fees/Taxes	-	-	-	100.00	100.00
	E 101-42410-431 Equipment Replacement Chgs	3,000.00	3,000.00	6,000.00	6,000.00	6,000.00
	E 101-42410-433 Dues and Subscriptions	100.00	383.00	-	400.00	400.00
	E 101-42410-434 Conferences/Meetings	2,103.43	1,910.00	490.00	2,900.00	2,900.00
		365,440.83	380,589.22	216,990.33	401,400.00	419,800.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42110 – Police

DEPARTMENTAL PROFILE

This department accounts for police protection and animal control services within the City of East Bethel. The level of Anoka County Sheriff provides patrol service for 36 hours daily coverage and 0 hours of weekly coverage by Anoka County Community Service Officers (CSO'S).

DEPARTMENTAL GOALS

Increase the presence of officers in the City's neighborhoods; support City staff with code enforcement and monitoring; provide regular, timely progress reports to the City Council regarding the aforementioned goals; strive to align the perceived priorities of the County Sheriff with the priorities of the City Council; increase the effectiveness, efficiency and accountability of animal control services.

EXPENDITURE DETAILS

307-Professional Services
\$1,583,000
Anoka County – Law Enforcement Contract \$1,577,593
Animal Humane Society—Animal Control \$5,000

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Police Protection						
	E 101-42110-307 Professional Services Fees	1,223,474.00	1,398,453.00	1,139,058.00	1,473,000.00	1,583,000.00
		1,223,474.00	1,398,453.00	1,139,058.00	1,473,000.00	1,583,000.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42210 – Fire Department

DEPARTMENTAL PROFILE

The East Bethel Fire Department is committed to protecting the lives and property of residents, as well as those who work, visit, or travel through our community. As our rural community grows and attracts more residents, the fire department must continuously adapt to meet evolving service demands. Since 1959, we have relied on volunteers to dedicate their time and skills to provide fire, rescue, and medical services. Over the years, the role of a volunteer has shifted from little or no financial compensation to receiving an hourly wage and pension benefits. However, the most important factor remains the time commitment required of our volunteers.

Our call volume has increased significantly, from a few hundred calls annually to over a thousand today, putting considerable strain on the volunteer model. This surge has led to challenges with volunteer retention and recruitment, which puts the sustainability of the model at risk.

This budget represents a shift from the previous approach of responding to every incident in the community to a more focused strategy, responding to incidents where we can have the greatest positive impact. By using data, best practices, and innovative ideas, we are reorganizing the department to better support our volunteers. This includes reducing low-priority incidents, adding more volunteers, and providing our leadership team with the training and policies needed to take effective action when necessary.

DEPARTMENTAL GOALS

In 2026, the East Bethel Fire Department aims to focus on providing a consistent response to incidents during the daytime hours, and find balance for our on-call members. Our goals include increasing our staffing model number of on-call firefighters to 40 for fire suppression, rescue operations, and public fire/safety education programs.

We are committed to providing our firefighters with the highest quality training and educational opportunities available. Additionally, we seek to foster a culture of open communication and support that prioritizes the safety, health, well-being, and professional growth of every department member.

EXPENDITURE DETAILS

STAFFING

1 Full-time Fire Chief | Emergency Manager

1 Full-time Deputy Fire Chief

2 Daytime Duty Crew Members (8 hours per day M-F)

2 On-Call District Fire Chiefs

3 On-Call Captains (1 –Training Captain)

2 On-Call Lieutenants

40 Paid On-call Firefighters

101-Full-Time Employees Regular

\$220,900

Provides for a 8% COLA salary increase for two employees and a STEP increase for two eligible employee.

103-PT Wages and Salaries

\$218,800

Provides for a 8% COLA rate increase

District Fire Chief \$770.14 per month

Captain \$326.63 per month

Training Captain \$326.63 per month

Lieutenant \$227.68 per month

Probationary Firefighter \$17.47 per hour

Firefighter I \$18.81 per hour

Firefighter II/Officer \$19.39 per hour

Firefighter III/Officer \$21.35 per hour

127- Fire Pensions Contributions-City - \$16,000

Contribution funded directly by City taxpayers. This amount is the estimated amount of a voluntary contribution required by the City. The amount is calculated based on 40 firefighters at \$400 each.

131-Cafeteria Contribution -\$36,000

City share of benefits for full-time employees

135-Disability Insurance - \$1,400

This is the amount paid by the City to fund the disability/life insurance policy purchased on behalf of the Firefighters.

151-Workers Comp Insurance Premium - \$55,000

In addition to the full time Fire Chief and Deputy Chief, the City purchases worker's compensation insurance for 40 volunteer firefighters.

201-Offices Supplies - \$1,000

Provides for consumable supplies for the Fire Department including tablets, pencils and pens.

211-Cleaning Supplies - \$1,000
Paper towels, toilet paper, cleaning products

212-Motors Fuels - \$20,000
The Department's share of fuel costs for 2026. We will have a reduction of calls in 2026.

214- Personal Protective Equipment - \$45,000
We are adding staff and replacing equipment. Personal Protective Equipment for Fire Fighters; turnout gear, helmets, boots, hood and gloves. All gear needing replacing on a 10 year life cycle per OSHA standards.

217-Safety Supplies/Medical Supplies - \$15,000
We should see a decrease in this line item for 2026. However, we will be adding more staff and will keep it the same for the time being. This covers gloves, glasses, coveralls, and medical supplies, medications carried on board rescue trucks. It also covers medical directorship for EMS (Emergency Medical Services) or medical response protocols, medications (epi, nitro, aspirin, and needles).

219-General Operating Supplies/Facility Repairs - \$4,500
This line item is to cover minor repairs or three fire stations. Which includes garage doors, locks, and the like.

221-Motor Vehicles/Equipment Parts- \$10,000
Provides for repair and preventive maintenance on thirteen fire trucks.

222-Tires - \$2,000
This is for replacement of tires on large trucks.

229-Equipment Parts/ Lubricants - \$1,500
Provides for replacement parts for equipment items such as pumps, jaws-of-life, etc.

231-Small Tools and Minor Equipment - \$24,500
This line item is to replace damaged, lost, or outdated equipment such as hand tools, AED's, fire hose, hydraulic tools, fans, and the like.

307-Professional Services Fees - \$8,500
Provides initial physicals new firefighters, continuing health surveillance of firefighters, behavior management assistance, respiratory screening and Hepatitis B shots as required by NFPA and OSHA

309-Information Systems - \$35,700
Metro-Inet- IT Support
Metro-Inet- VOIP Phones
Adobe Acrobat Subscription
Anoka County - Fiber Internet

321-Telephones - \$13,200
Provides for analog line at each station, two cellular phone services, fourteen wireless connections for Mobile Dispatch, and cable internet connection at Station 3 for dispatch computer.

381-Electrical Utilities - \$11,500
Electric utility service for three stations

382-Gas Utilities - \$13,000
Gas utility service for three stations

385-Refuse Removal- \$2,500
Refuse removal for three stations

402-Repairs/Maintenance Machinery/Equip - \$25,500
Repairs to communication radios, pagers, fire extinguishers. Detectors. warning sirens maintenance and contract, repair of poles for the warning sirens.

403-Bldgs/Facilities Repair/Maintenance. - \$10,000
Provides for maintenance of SCBA compressor, HVAC, electrical repairs etc. a cleaning service weekly for the restrooms, office area and hallways at Station 1 and Station 3. General maintenance of the interior and exterior of the Fire Stations. In 2026, we want to continue our upgrades the Administrative office flooring at station #1. We also want to paint the interior. This has not been done since 2005.

421-Software Licensing (PSDS Fees) - \$14,000
Installation of Dispatch Software to advise responding units and personnel. Also Anoka County Fire Protection Council JPA fees for the Public Safety Data System.

431-Vehicle Replacement Charges (Capital) - \$140,000
Replacement of Apparatus, SCBA and Extrication Equipment from the Equipment Replacement Fund

433-Dues and Subscriptions - \$2,000
Professional firefighter associations for officers and fire inspectors. Active 911 responding app.

434-Training / Emergency Management - \$40,000
Improve training and gain consistency within the fire officer group. Add teamwork and conflict resolution training for the department using outside vendors. Much of our new hire training will be paid for by the Minnesota State Board of Firefighter Training and Education. Additional training may be reimbursed but not guaranteed. This includes outside training for the leadership team; to include emergency management conferences.

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Fire Protection						
	E 101-42210-101 Full-Time Employees Regular	176,813.61	191,700.01	99,128.60	195,700.00	220,900.00
	E 101-42210-102 Full-Time Employees Overtime	3,657.36	3,462.01	437.85	12,000.00	-
	E 101-42210-103 Part-Time Employees	181,987.03	200,178.88	100,823.87	209,600.00	218,800.00
	E 101-42210-122 PERA-Coordinated Plan	30,872.29	33,079.35	15,184.49	36,800.00	39,100.00
	E 101-42210-125 FICA/Medicare	16,751.89	18,302.25	9,130.85	20,400.00	20,500.00
	E 101-42210-126 Deferred Compensation	4,000.36	4,000.36	2,000.18	4,000.00	4,000.00
	E 101-42210-127 Fire Pension Contribution-City	14,000.00	14,000.00	-	14,000.00	16,000.00
	E 101-42210-128 Fire Pension Contrib.-State	94,071.02	-	-	-	-
	E 101-42210-131 Cafeteria Contribution	34,200.00	34,800.00	17,700.00	35,400.00	36,000.00
	E 101-42210-135 Disability Insurance	1,354.75	1,354.75	1,386.26	1,400.00	1,400.00
	E 101-42210-141 Unemploy Benefit Payments	4.78	13.12	12,796.00	-	-
	E 101-42210-151 Worker s Comp Insurance Prem	40,699.75	48,499.40	40,800.16	60,000.00	55,000.00
	E 101-42210-201 Office Supplies	247.53	1,211.12	18.35	1,000.00	1,000.00
	E 101-42210-203 Books/Ref. Materials/Software	74.95	-	-	-	-
	E 101-42210-211 Cleaning Supplies	337.20	633.57	462.79	1,000.00	1,000.00
	E 101-42210-212 Motor Fuels	16,816.05	13,408.04	5,995.15	20,000.00	20,000.00
	E 101-42210-213 Lubricants and Additives	1,027.32	65.82	-	-	-
	E 101-42210-214 Clothing & Personal Equipment	10,604.62	6,911.46	4,380.18	22,000.00	45,000.00
	E 101-42210-215 Shop Supplies	27.54	199.97	-	-	-
	E 101-42210-217 Safety Supplies	12,388.38	6,874.20	1,209.32	15,000.00	15,000.00
	E 101-42210-219 General Operating Supplies	2,971.71	4,125.80	2,813.63	4,500.00	4,500.00
	E 101-42210-221 Motor Vehicles Parts	7,143.85	6,177.62	2,524.44	8,000.00	10,000.00
	E 101-42210-222 Tires	776.00	1,153.91	1,364.00	2,000.00	2,000.00
	E 101-42210-223 Bldg/Facility Repair Supplies	1,101.99	2,886.41	511.68	-	-
	E 101-42210-229 Equipment Parts	-	-	-	500.00	1,500.00
	E 101-42210-231 Small Tools and Minor Equip	30,039.23	12,661.01	6,098.98	24,500.00	24,500.00
	E 101-42210-306 Personnel/Labor Relations	50.00	-	-	-	-
	E 101-42210-307 Professional Services Fees	10,170.52	15,463.00	30,957.59	7,500.00	8,500.00
	E 101-42210-309 Information Systems	22,790.88	34,469.57	18,363.87	31,500.00	35,700.00
	E 101-42210-321 Telephone	13,296.74	13,033.82	5,615.31	12,000.00	13,200.00
	E 101-42210-331 Travel Expenses	34.06	-	-	-	-
	E 101-42210-351 Printing and Duplicating	-	47.74	310.00	-	-
	E 101-42210-381 Electric Utilities	10,268.66	10,480.14	5,187.33	11,500.00	11,500.00
	E 101-42210-382 Gas Utilities	12,267.33	9,049.98	6,587.68	13,000.00	13,000.00
	E 101-42210-385 Refuse Removal	2,273.68	1,657.01	996.94	2,300.00	2,500.00
	E 101-42210-401 Motor Vehicle Services (Lic d)	2,261.81	6,745.81	-	-	-
	E 101-42210-402 Repairs/Maint Machinery/Equip	7,540.00	24,180.74	13,969.76	25,500.00	25,500.00
	E 101-42210-403 Bldgs/Facilities Repair/Maint	10,541.28	11,878.44	10,861.47	10,000.00	10,000.00
	E 101-42210-413 Office Equipment Rental	1,587.36	1,561.36	377.34	2,000.00	-
	E 101-42210-421 Software Licensing	9,842.00	12,297.00	13,338.00	14,000.00	14,000.00
	E 101-42210-431 Equipment Replacement Chgs	125,000.00	125,000.00	130,000.00	130,000.00	140,000.00
	E 101-42210-433 Dues and Subscriptions	2,045.25	3,234.24	1,700.00	2,000.00	2,000.00
	E 101-42210-434 Conferences/Meetings	31,952.83	28,949.10	14,547.97	30,000.00	40,000.00
		943,891.61	903,747.01	577,580.04	979,100.00	1,052,100.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 43110 – Engineering

DEPARTMENTAL PROFILE

Engineering encompasses surveys, design support, mapping, planning assistance and other general engineering activities necessary for municipal operations. Services are provided for by a consulting engineer. This department will account for costs that cannot be charged directly to developers or do not directly relate to another functional department.

DEPARTMENTAL GOALS

Provide continued assistance in further updates to the transportation plan; provide review and update services on public work standards for public works facilities and infrastructure; maintain the City's storm water management plan and continue to provide support to City staff and City customers as necessary.

EXPENDITURE DETAILS

302-Engineering Services
\$20,000
Project services and support

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Engineering						
	E 101-43110-302 Architect/Engineering Fees	9,473.25	9,727.31	7,046.76	20,000.00	20,000.00
		9,473.25	9,727.31	7,046.76	20,000.00	20,000.00



2026 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43201 – Park Maintenance

DEPARTMENTAL PROFILE

Park Maintenance is responsible for the design, construction and maintenance of city parks, trails, pavilions, docks, picnic tables, restrooms, cemeteries etc., including: 17 ball fields, 7 pavilions, 2 skateboard parks, 1 orienteering course, 3 cemeteries, bridges, 6 tennis courts, 14 playgrounds, 6 basketball courts, cross-country ski trails, and walking trails.

DEPARTMENTAL GOALS

Continue weekly summertime safety and maintenance inspections of playgrounds and shelter buildings to ensure high quality facilities; repair/upgrade park signage as necessary; maintain 250 acres of manicured turf areas with a normal mowing cycle of every five days; upgrade and re-chip trails and 14 playgrounds; maintain park amenities; maintain trees, shrubs, and plants.

EXPENDITURE DETAILS

STAFFING

1 – Public Works Maintenance Technician Lead
3 – Public Works Maintenance Technician
1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries
\$308,200
Provides for a 8% COLA salary increase

102-FT- Overtime
\$1,200
25 hours of overtime to staff special events such as Booster Days, National Night Out and other emergency maintenance situations including snow and ice removal

103-PT-Wages and Salaries
\$7,300
1 seasonal employee for part time help during the summer months

131-Cafeteria Contribution
\$72,000
City allotment for benefits for full-time employees

211-Cleaning Supplies
\$600
Cleaning agents, paper products, brooms, brushes, etc. to maintain park facilities

212-Motor Fuels
\$24,000
Diesel and gasoline for mowers, trucks and other maintenance equipment

213-Lubricants and Additives
\$500
Oil, grease and hydraulic fluid for park maintenance equipment

214-Clothing and Personal Equipment
\$3,000
12 months of uniform rental for maintenance employees, employee allowance for safety boots

215-Shop Materials
\$400
Materials necessary to fabricate and/or repair park equipment

216 Chemicals/Chemical products
\$5,000
Includes fertilizer, weed control, etc.

217-Safety Supplies
\$1,500
Safety vests, gloves, hearing protection, safety goggles and other safety equipment

218-Welding Supplies
\$100
Welding rods, gasses and other supplies incidental to welding

219-General Operating Supplies
\$1,200
Fencing, paint, building repair materials, playground equipment, picnic tables, waste cans and other supplies for operating the park system

221-Motor Vehicles Parts
\$2,100
Repair parts and maintenance items for licensed vehicles, etc.

222-Tires

\$1,200

Replacement tires for mowers, trucks and ball field grooming equipment

223-Repair Maintenance Buildings and Facilities

\$5,000

Paint, lumber, vandalism repair supplies, and maintenance parts for irrigation systems

225-Park and Landscape Supplies

\$7,000

Black dirt, sod, seed, Ag lime, mulch, lumber for bridges, walkways, class five for parking lots, and asphalt for trails and lots, safety mulch for playgrounds

226-Signs and stripping

\$1,500

New park signs and striping of lots and handicap zones

229-Equipment Parts

\$5,000

Parts installed in-house on park maintenance equipment. Includes alternators, belts, batteries, blades and small engine appurtenances. More work has been completed in-house so this category has increased.

231-Small tools and minor equipment

\$2,000

Saws, shovels, hand tools, bobcat attachments, etc. for trails and parks maintenance.

306-Personnel/Labor Relations

\$300

Drug compliance testing for all CDL license holders

307-Professional Services Fees

\$600

Fee for taking Park Commission meeting minutes

309 - Information Systems

\$500

Metro-INET - IT support

321-Telephone

\$1,900

Cell phones for Park Maintenance workers

341-Advertising-Personnel

\$200

Advertising costs for vacancies created through attrition, resignation and staffing addition

342-Advertising-Legal Notices

\$100

Notices for public hearings for park grants or designations

381-Electric

\$5,000

Electric service for various parks throughout the City at pavilions and park shelters including the warming building at John Anderson Park

384-Sewer

\$300

Pumping of septic systems at Booster East and Booster West Parks and John Anderson Park

385-Refuse Removal

\$1,000

Contracted refuse removal services at all City parks and tree removal in City Parks

387-Heating Fuels/Propane

\$300

Propane for thawing graves for winter opening

401-Motor Vehicles (Licensed)

\$1,000

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

402-Equipment Services (Non-licensed)

\$2,500

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

403-Buldings and Facilities

\$3,500

Repair and maintenance services for park buildings and facilities, e.g., significant electrical work, well and septic systems, etc., when City staff are unable to make the necessary repairs

405-Park and Landscape Services

\$1,500

Landscape services that are more efficiently done by outside vendors; cemetery items, head stone maintenance, replacement, surveys and upkeep

415-Other Equipment Rentals

\$10,500

Rental of portable toilets in parks including special events such as Booster Day. Rental of Warming House at the East Bethel Ice Arena.

422-Auto/Misc Licensing Fees/Taxes

\$1,000

Tax exempt licensure for City owned vehicles. Annual assessment from Coon Lake Improvement District of City owned property adjacent to the lake.

431-Vehicle Replacement Charges

\$22,000

Park contribution to Equipment Replacement Fund for future acquisition of equipment and rolling stock

434-Confernces/Meetings/Training

\$500

Funding for required classes to keep certifications current and continuing education conferences

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Public Works - Park Maintenance						
	E 101-43201-101 Full-Time Employees Regular	258,628.21	272,576.83	155,541.48	280,400.00	308,200.00
	E 101-43201-102 Full-Time Employees Overtime	1,055.45	1,189.02	559.90	1,200.00	1,200.00
	E 101-43201-103 Part-Time Employees	5,693.63	6,379.35	6,718.00	7,000.00	7,300.00
	E 101-43201-105 Employee On Call/Standby Pay	7,262.64	7,957.45	3,476.64	6,200.00	8,600.00
	E 101-43201-107 Commissions and Boards	920.00	580.00	-	1,700.00	1,700.00
	E 101-43201-122 PERA-Coordinated Plan	19,676.45	20,594.76	11,968.29	21,200.00	23,100.00
	E 101-43201-125 FICA/Medicare	24,969.53	25,609.98	14,943.62	28,600.00	31,000.00
	E 101-43201-126 Deferred Compensation	7,880.41	7,965.42	4,537.93	8,000.00	8,000.00
	E 101-43201-131 Cafeteria Contribution	68,400.00	69,600.00	41,300.00	70,800.00	72,000.00
	E 101-43201-151 Worker s Comp Insurance Prem	17,936.58	21,968.56	19,662.67	23,000.00	22,000.00
	E 101-43201-211 Cleaning Supplies	793.73	560.78	265.76	600.00	600.00
	E 101-43201-212 Motor Fuels	23,314.43	17,017.37	7,660.03	24,000.00	24,000.00
	E 101-43201-213 Lubricants and Additives	1,812.15	235.23	165.76	500.00	500.00
	E 101-43201-214 Clothing & Personal Equipment	2,969.77	2,588.48	1,757.78	3,000.00	3,000.00
	E 101-43201-215 Shop Supplies	53.23	2.34	-	400.00	400.00
	E 101-43201-216 Chemicals and Chem Products	3,760.88	4,027.00	1,933.20	5,000.00	5,000.00
	E 101-43201-217 Safety Supplies	1,770.04	1,370.32	545.12	700.00	1,500.00
	E 101-43201-218 Welding Supplies	-	-	27.80	100.00	100.00
	E 101-43201-219 General Operating Supplies	219.78	269.25	1,243.57	1,200.00	1,200.00
	E 101-43201-221 Motor Vehicles Parts	705.87	42.89	-	2,100.00	2,100.00
	E 101-43201-222 Tires	-	189.97	1,240.00	1,000.00	1,200.00
	E 101-43201-223 Bldg/Facility Repair Supplies	12,069.88	8,095.14	4,223.21	3,500.00	5,000.00
	E 101-43201-225 Park/Landscaping Materials	6,483.92	11,586.84	6,626.88	7,000.00	7,000.00
	E 101-43201-226 Sign/Striping Repair Materials	-	528.69	13.18	1,500.00	1,500.00
	E 101-43201-229 Equipment Parts	4,894.06	11,252.42	4,818.94	5,000.00	5,000.00
	E 101-43201-231 Small Tools and Minor Equip	3,043.70	2,161.85	423.98	2,000.00	2,000.00
	E 101-43201-306 Personnel/Labor Relations	-	174.00	120.00	300.00	300.00
	E 101-43201-307 Professional Services Fees	991.75	5,788.54	728.50	600.00	600.00
	E 101-43201-309 Information Systems	344.64	274.80	208.47	500.00	500.00
	E 101-43201-321 Telephone	1,840.00	1,920.00	-	1,900.00	1,900.00
	E 101-43201-341 Personnel Advertising	913.20	-	-	200.00	200.00
	E 101-43201-342 Legal Notices	-	-	-	100.00	100.00
	E 101-43201-381 Electric Utilities	4,412.53	4,274.19	1,878.63	5,000.00	5,000.00
	E 101-43201-384 Sewer Utilities	-	-	-	300.00	300.00
	E 101-43201-385 Refuse Removal	-	-	2,000.00	1,000.00	1,000.00
	E 101-43201-387 Heating Fuels/Propane	-	14.04	-	300.00	300.00
	E 101-43201-401 Motor Vehicle Services (Lic d)	-	-	-	1,000.00	1,000.00
	E 101-43201-402 Repairs/Maint Machinery/Equip	2,719.11	-	1,400.00	2,500.00	2,500.00
	E 101-43201-403 Bldgs/Facilities Repair/Maint	109.00	304.50	1,865.00	3,500.00	3,500.00
	E 101-43201-405 Park & Landscape Services	-	-	-	1,500.00	1,500.00
	E 101-43201-415 Other Equipment Rentals	9,730.00	10,378.94	5,437.45	10,500.00	10,500.00
	E 101-43201-422 Auto/Misc Licensing Fees/Taxes	468.70	849.10	562.00	1,000.00	1,000.00
	E 101-43201-431 Equipment Replacement Chgs	17,000.00	17,000.00	20,000.00	20,000.00	22,000.00
	E 101-43201-434 Conferences/Meetings	-	275.00	490.00	500.00	500.00
		512,843.27	535,603.05	324,343.79	556,400.00	595,900.00



2026 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43220 – Street Maintenance

DEPARTMENTAL PROFILE

The department is responsible for maintenance of the City’s streets, roadways, storm sewer system, and right-of-ways.

DEPARTMENTAL GOALS

Snow removal from City streets within 24 hours of a snow event; brush cutting and road side ditch mowing such that clear site distances of 100 feet are maintained; annual review of all streets to assess condition; sweep all streets annually; patch and crack seal streets in accordance with road maintenance plan; maintain gravel roads for proper drainage and drivability; maintain storm sewer system in accordance with NPDES plan.

EXPENDITURE DETAILS

STAFFING

- 1 - Public Works Manager
- 1 - Public Works Maintenance Technician Lead
- 3 - Public Works Maintenance Technician
- 1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries

\$437,300

Provides for a 8% COLA salary increase for each employee and STEP increases for two eligible employees

102 FT-Overtime

\$12,500

Thirty five hours per person for snow plowing

103-PT-Wages and Salaries

\$7,300

1 seasonal employee for part time help during the summer months

131-Cafeteria Contribution

\$90,000

City allotment for benefits for full-time employees

201 Office Supplies

\$100

Paper, pens, ink for copier and printer

211-Cleaning Supplies

\$800

Maintenance facility bathroom and break room supplies, supplies for cleaning maintenance shop and vehicles.

212-Motor Fuels

\$45,000

Gasoline and diesel fuel for maintenance equipment

213-Lubricants and Additives

\$5,000

Oil, grease and hydraulic fluid for maintenance equipment, DEF Fluid for Diesel Engines. Increase in preventative maintenance and changing oil on the fire trucks has increased the spending in this category.

214-Clothing and Personal Equipment

\$3,000

Uniforms for maintenance employees, safety boot allowance per employee

215-Shop Supplies

\$1,500

Tape, grinding wheels, mechanic wire, paints, polishes, zip ties, nuts and bolts, electrical wire and connectors

216-Chemicals and Chemical Products

\$200

Solvents, degreasers, floor dry, oil spill absorbers, etc.

217-Safety Supplies

\$1,800

Safety vests/shirts, ear protection devices, safety glasses and goggles, gloves, chaps, caution tape, warning cones and barricades

218-Welding Supplies

\$1,000

Gases, rods, flat steel and cold rolled stock needed to make repairs and fabricate replacement items on maintenance equipment

219-General Operating Supplies

\$500

Lumber, plastic tarps, erosion control devices, lath for staking, string line, straps

221-Motor Vehicle Parts

\$15,000

Repair parts and service items installed by maintenance employees, including alternators, belts, hoses, starters, lights, mufflers, filters, etc. More work being completed in-house, more preventative maintenance, less major repairs that need to be contracted out.

222-Tires

\$7,000

Replacement tires for maintenance equipment; on average, an F-550 requires 6 tires replaced on a three year basis with an average cost of \$225 per tire and total cost of \$1,350. A single axle dump truck requires 6 truck tires @ \$300 each to be replaced on each truck every 4 years or an annual cost of \$1,800. Replace two tractor tires @ \$1,200 ea. and 4 tires on a F-150 for a total cost of \$600. Motor grader is \$10,000. Front end loader is \$7,000.

223-Bldg/Facility Repair Supplies

\$1,000

Materials for repair to shop building and property

224-Street Maintenance Supplies

\$100,500

650 tons of salt -- \$65,000; asphalt patching material at \$25,000; culverts at \$5,000; black dirt for shoulder restoration at \$3,000 and boulevard maintenance materials at \$500; 100 tons of ice control sand--\$1,000; 100 tons of Class V—\$1,500. Salt prices have been up 33% over the past two years.

226-Signs and Striping Supplies

\$11,000

Replacement/upgrade of street signs and lane striping on MSA routes.

229- Equipment Parts

\$14,000

Equipment parts purchased and installed by maintenance employees on non-licensed equipment, including alternators, belts, hoses, starters, lights, mufflers, etc.

230-Snowplow Cutting Edges

\$10,000

Replacement cutting edges for five snowplows. Includes front plow, wing, and underbody at a cost of \$2,000 per truck. An average winter will require one replacement per truck

231-Small Tools and Minor Equipment

\$5,000

Hand tools (wrenches, pliers, screwdrivers, etc.), saws, drills, grinders, shovels, lutes, and compressors

306-Personnel and Labor Relations

\$500

Drug testing for CDL enforcement

307- Professional Service Fees

\$5,200

Animal control trappers and GIS development - \$1,000

SafeAssure Safety Consultant - \$4,200

SafeAssure provides annual OSHA required training

309 - Information Systems

\$9,700

Metro-Inet – IT Support

321- Telephone

\$2,500

Cellular phones for Street Maintenance Staff

331 – Travel Expenses

\$1,000

Mileage reimbursement for On Call

341-Personnel Advertising

\$100

General advertising for positions that may open due to attrition or resignation

342- Legal Notices

\$100

Publishing overlay and Class-5 bid requests

381-Utility Services-Electric

\$20,000

Electric service for maintenance facilities, street lights and signals; projected budgeted amount is in line with historical electrical utility bills

382-Utility Service-Gas

\$9,700

Gas service for maintenance facilities

385-Utility Services-Refuse Removal

\$6,000

Refuse removal at maintenance facility. Contracted tree removal in R.O.W with a single tree costing between \$1,000 and \$4,000.

388-Utility Services-Hazardous Waste Disposal

\$500

Cleanup and disposal of hazardous waste such as meth lab debris, tires and batteries

401-Motor Vehicle Services (Licensed)

\$8,200

Contractual repairs on City owned equipment that cannot be performed in-house

402-Equipment Services (Non-licensed)

\$6,400

Contractual repairs on City owned equipment that cannot be performed in-house

403-Buldings and Facilities

\$4,000

Air filters, door sweeps, lights, rugs, hand towels, doors, HVAC, etc.

404-Street Maintenance Services

\$55,000

Provides \$15,000 for various street repairs that cannot be handled in house and \$40,000 for Class V material

422-Auto License Fees

\$100

Tax exempt licensure required for City owned maintenance vehicles

431- Vehicle Replacement Charges

\$150,000

Funding for Street Maintenance major equipment purchases through the Equipment Replacement Fund

433-Dues and Subscriptions

\$100

Membership dues for the State contract service; permits the City to more economically purchase off of State contracts that are specified and bid by the State

434-Conferences/Meetings/Training

\$400

Funding for required classes to keep certifications current and continuing education conferences

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Public Works - Streets						
	E 101-43220-101 Full-Time Employees Regular	342,907.13	383,511.06	218,377.02	400,400.00	437,300.00
	E 101-43220-102 Full-Time Employees Overtime	13,400.04	5,008.88	6,435.03	12,000.00	12,500.00
	E 101-43220-103 Part-Time Employees	5,693.62	6,379.33	6,718.00	7,000.00	7,300.00
	E 101-43220-105 Employee On Call/Standby Pay	11,106.37	10,618.91	8,426.84	11,900.00	12,400.00
	E 101-43220-122 PERA-Coordinated Plan	27,249.09	29,254.61	17,492.87	32,100.00	32,800.00
	E 101-43220-125 FICA/Medicare	35,243.73	37,530.20	22,385.46	40,500.00	43,600.00
	E 101-43220-126 Deferred Compensation	9,735.93	10,034.58	5,847.62	10,000.00	10,000.00
	E 101-43220-131 Cafeteria Contribution	81,225.00	87,000.00	51,625.00	88,500.00	90,000.00
	E 101-43220-151 Worker s Comp Insurance Prem	23,666.14	28,540.45	18,229.08	40,000.00	30,000.00
	E 101-43220-201 Office Supplies	23.99	-	-	100.00	100.00
	E 101-43220-211 Cleaning Supplies	753.29	952.21	847.14	800.00	800.00
	E 101-43220-212 Motor Fuels	43,454.93	27,351.49	12,542.37	45,000.00	45,000.00
	E 101-43220-213 Lubricants and Additives	1,154.46	4,717.89	2,923.32	5,000.00	5,000.00
	E 101-43220-214 Clothing & Personal Equipment	2,951.77	3,408.48	1,522.40	3,000.00	3,000.00
	E 101-43220-215 Shop Supplies	1,254.85	2,097.61	1,536.58	1,500.00	1,500.00
	E 101-43220-216 Chemicals and Chem Products	69.81	-	-	200.00	200.00
	E 101-43220-217 Safety Supplies	835.77	2,387.06	668.36	1,800.00	1,800.00
	E 101-43220-218 Welding Supplies	529.64	-	1,212.88	1,000.00	1,000.00
	E 101-43220-219 General Operating Supplies	337.11	55.13	40.87	500.00	500.00
	E 101-43220-221 Motor Vehicles Parts	20,658.06	18,380.56	6,941.53	11,000.00	15,000.00
	E 101-43220-222 Tires	9,584.12	3,363.56	904.87	7,000.00	7,000.00
	E 101-43220-223 Bldg/Facility Repair Supplies	868.12	1,250.14	1,024.69	1,000.00	1,000.00
	E 101-43220-224 Street Maint Materials	121,819.00	69,862.33	32,519.50	100,500.00	100,500.00
	E 101-43220-226 Sign/Striping Repair Materials	8,587.77	7,510.27	6,389.32	11,000.00	11,000.00
	E 101-43220-229 Equipment Parts	19,185.70	9,961.19	10,527.95	14,000.00	14,000.00
	E 101-43220-230 Snowplow Cutting Edges	12,130.30	2,491.00	-	10,000.00	10,000.00
	E 101-43220-231 Small Tools and Minor Equip	1,684.87	16,307.94	366.43	5,000.00	5,000.00
	E 101-43220-306 Personnel/Labor Relations	695.00	511.00	165.00	400.00	500.00
	E 101-43220-307 Professional Services Fees	4,561.17	4,605.95	4,994.41	5,200.00	5,200.00
	E 101-43220-309 Information Systems	6,402.24	7,917.29	5,230.05	9,000.00	9,700.00
	E 101-43220-321 Telephone	1,984.27	2,273.78	189.24	1,600.00	2,500.00
	E 101-43220-331 Travel Expenses	842.19	782.17	668.56	1,000.00	1,000.00
	E 101-43220-341 Personnel Advertising	652.40	-	-	100.00	100.00
	E 101-43220-342 Legal Notices	-	-	-	100.00	100.00
	E 101-43220-381 Electric Utilities	19,924.55	22,200.98	9,899.48	20,000.00	20,000.00
	E 101-43220-382 Gas Utilities	9,641.99	5,564.79	4,378.77	9,700.00	9,700.00
	E 101-43220-385 Refuse Removal	17,204.33	8,694.16	3,796.05	6,000.00	6,000.00
	E 101-43220-388 Hazardous Waste Disposal	-	-	-	500.00	500.00
	E 101-43220-401 Motor Vehicle Services (Lic d)	29,020.54	28,232.71	4,220.12	8,200.00	8,200.00
	E 101-43220-402 Repairs/Maint Machinery/Equip	805.92	-	4,070.73	6,400.00	6,400.00
	E 101-43220-403 Bldgs/Facilities Repair/Maint	4,891.22	8,814.14	8,877.81	4,000.00	4,000.00
	E 101-43220-404 Street Maint Services	32,293.81	42,567.54	300.00	55,000.00	55,000.00
	E 101-43220-422 Auto/Misc Licensing Fees/Taxes	142.00	2,253.75	2,117.00	100.00	100.00
	E 101-43220-431 Equipment Replacement Chgs	135,000.00	135,000.00	140,000.00	140,000.00	150,000.00
	E 101-43220-433 Dues and Subscriptions	-	100.00	100.00	100.00	100.00
	E 101-43220-434 Conferences/Meetings	1,424.06	270.00	636.52	400.00	400.00
		1,061,596.30	1,037,763.14	625,148.87	1,128,600.00	1,177,800.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 45311 – Civic Events

DEPARTMENTAL PROFILE

This department accounts for funding of community events and activities.

DEPARTMENTAL GOALS

Provide funding for events that foster and promote community pride in the City of East Bethel.

EXPENDITURE DETAILS

307 - Professional Services
 \$6,500 Booster Days Fireworks Display

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Civic Events						
	E 101-45311-307 Professional Services Fees	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
		6,500.00	6,500.00	6,500.00	6,500.00	6,500.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 48140 – Risk Management

DEPARTMENTAL PROFILE

Risk Management provides for the City's insurance needs, excluding workers compensation which is charged to the respective departments.

DEPARTMENTAL GOALS

Continually reassess the City's insurance needs; promptly report and follow through on all claims; regularly solicit insurance providers to ensure that the City has the most cost effective coverage in place; complete a comprehensive analysis of all the City's coverage.

EXPENDITURE DETAILS

307-Professional Services

\$6,000

The City has a contract that runs through 12/31/27 with Corporate Four Insurance to aid with administering the City's general, property, and vehicle insurance program.

\$6,000 Agent Fees

361-General Liability Insurance

\$37,000

Includes excess liability insurance of \$1 million in addition to \$1.5 million of general liability insurance coverage.

362-Property Insurance

\$54,500

Insurance covering all property owned by the City

363-Automotive Insurance

\$10,500

Insurance for City vehicles

364-MN Paid Leave

\$24,000

MN Paid Leave insurance program mandated by State

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Risk Management						
	E 101-48140-307 Professional Services Fees	5,000.00	5,000.00	6,000.00	6,000.00	6,000.00
	E 101-48140-361 General Liability Ins	38,502.00	37,154.00	32,761.00	37,500.00	37,000.00
	E 101-48140-362 Property Ins	45,370.00	54,114.00	52,244.00	54,500.00	54,500.00
	E 101-48140-363 Automotive Ins	13,045.00	9,768.00	10,329.00	10,000.00	10,500.00
	MN Paid Leave Program		-	-		24,000.00
		101,917.00	106,036.00	101,334.00	108,000.00	132,000.00



2026 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 49360 – Transfers Out

DEPARTMENTAL PROFILE

All transfers from the General Fund are identified and accounted for in this department. Transfers include amounts identified for Road Capital for street projects such as mill and overlay and paving projects and General Capital for general capital projects such as buildings, parking lots, etc. By creating this department, the results of operating departments will not be affected by capital spending that tends to fluctuate from year to year. Operating departments' expenditures will reflect only operating costs which should remain fairly consistent from year to year.

DEPARTMENTAL GOALS

Continued accurate tracking and oversight of all inter-fund transfers.

EXPENDITURE DETAILS

932-Transfer to Building Capital Fund
\$50,000
Set aside funds for future building needs

935-Transfer to Roads Capital Fund
\$650,000
Allocate funding for roads projects to include mill and overlay and construction

936-Transfer to Parks Capital Fund
\$120,000
Funding for park projects such as playground equipment replacement

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Transfers / Other						
	E 101-49360-932 Bldg Capital Transfers	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	E 101-49360-935 Street Capital Transfers	500,000.00	550,000.00	600,000.00	600,000.00	650,000.00
	E 101-49360-936 Parks Capital Transfers	100,000.00	100,000.00	110,000.00	110,000.00	120,000.00
		650,000.00	700,000.00	760,000.00	760,000.00	820,000.00

City of East Bethel 2026 Special Revenue Fund Budget (Summary)

Fund Description	Recycling	HRA	EDA	Total
Fund Number	226	230	232	
Revenue				
Levy		77,000	136,200	213,200
General Sales and Use Tax		30,000		30,000
County Grants	68,600			68,600
Fees	2,000			2,000
Interest Earnings	2,500	10,000	1,000	13,500
Total Revenue	73,100	117,000	137,200	327,300
Expenditures				
Supplies	2,300	-	-	2,300
Fees for Service	66,300	-	12,300	78,600
Transfer to General for Salaries	-	48,000	128,000	176,000
Total Expenditures	68,600	48,000	140,300	256,900
Revenue over Expenditures	4,500	69,000	(3,100)	70,400



2026 Budget

FUND: 226 - Recycling Fund
DEPT/ACTIVITY/PROJECT: 43235 – Recycling Operations

DEPARTMENTAL PROFILE

Recycling Operations provide for the collection and disposal of recyclable waste. A grant from Anoka County provides partial funding for this service.

DEPARTMENTAL GOALS

Determine the appropriate role of the City in regard to the operation and funding of the recycling center.

REVENUE DETAILS

33600-County Grants

\$68,600

Anoka County reimbursement grant for recycling activities

34403-Recyclables Redeemed

\$2,000

The City receives revenue for receipts on its “recycling days” and users of the recycled oil receptacle are asked to donate for the service. All other revenues for aluminum, glass, newspaper, tin and glass are retained by various community groups.

EXPENDITURE DETAILS

223 – Building Facility Repair Supplies

\$2,000

Recycle building and equipment repair costs

307-Professional Services

\$46,500

Management fees for operating the recycling center.

Cedar East Bethel Lions: \$1,200 monthly to manage the Recycling Center and \$418.04 per month for drop off Saturday recycling: \$20,000

Electronics Recycling: \$2,000

First State Tire Recycling: \$2,000

Evergreen Recycling: \$22,500

322-Postage/Delivery

\$2,000

Share of newsletter costs; delivery of recycled cardboard to the redemption center (all other recyclables' transport costs are paid by the benefiting entity)

381-Electric Utilities

\$1,000

Electrical service for the recycle building

382-Gas Utilities

\$1,500

Gas service for the recycle building

385-Refuse Removal

\$6,000

Disposal costs of non-recyclable waste left at the recycling center and from Coon Lake clean up day

402-Repairs/Maint Machinery/Equip

\$1,500

Repair/maintenance/replacement of equipment

403-Bldgs/Facilities Repair/Maint

\$4,400

Repair and maintenance service from outside vendors when city staff is unable to make repairs

415-Other Equipment Rentals

\$1,000

Rental of porta-potties at the recycling center

422-Auto/Misc Licensing Fees/Taxes

\$2,000

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Recycling						
	E 226-43235-219 General Operating Supplies	1,116.67	952.41	975.45	300.00	300.00
	E 226-43235-223 Bldg/Facility Repair Supplies	146.71	295.93	1,458.15	2,000.00	2,000.00
	E 226-43235-231 Small Tools and Minor Equip		6,914.00	-		
	E 226-43235-307 Professional Services Fees	30,365.12	34,102.53	19,864.80	46,500.00	46,500.00
	E 226-43235-322 Postage/Delivery	991.58	1,325.00	-	2,000.00	2,000.00
	E 226-43235-331 Travel Expenses	81.48	39.21	-	100.00	100.00
	E 226-43235-351 Printing and Duplicating	139.38	-	-	300.00	300.00
	E 226-43235-381 Electric Utilities	799.90	1,044.10	425.33	1,000.00	1,000.00
	E 226-43235-382 Gas Utilities	1,484.18	1,463.60	871.42	1,500.00	1,500.00
	E 226-43235-385 Refuse Removal	6,989.03	7,724.25	4,684.12	6,000.00	6,000.00
	E 226-43235-402 Repairs/Maint Machinery/Equip	-	-	-	1,500.00	1,500.00
	E 226-43235-403 Bldgs/Facilities Repair/Maint	14.00	15.00	5,072.00	4,400.00	4,400.00
	E 226-43235-415 Other Equipment Rentals	1,100.00	1,040.00	560.00	1,000.00	1,000.00
	E 226-43235-422 Auto/Misc Licensing Fees/Taxes	1,426.88	1,989.36	1,989.36	2,000.00	2,000.00
	E 226-43235-540 Heavy Machinery		14,441.09	-	-	-
		44,654.93	71,346.48	35,900.63	68,600.00	68,600.00



2026 Budget

FUND: 230 – Housing & Redevelopment Authority
DEPT/ACTIVITY/PROJECT: 23000 – Housing & Redevelopment

DEPARTMENTAL PROFILE

The City is authorized by Minnesota Statutes, Chapter 469.001 to 469.047(the ACT) to establish a Housing and Redevelopment Authority (HRA) to address;

- a) the shortage of decent, safe and sanitary dwelling accommodations available to persons of low and moderate income and their families at prices and amounts they can afford within the City of East Bethel;
- b) substandard, slum or blighted areas existing within the City of East Bethel which cannot be redeveloped without government assistance.

DEPARTMENTAL GOALS

The East Bethel Housing and Redevelopment Authority's purpose is to provide a sufficient supply of adequate, safe and sanitary dwellings to persons of low and moderate income.

EXPENDITURE DETAILS

933-Transfer to City General Fund

\$48,000

Support Executive Director, Community Development Director, Finance Director, and Support Staff

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
HRA						
	E 230-23000-303 Legal Fees		171.50	-	-	-
	E 230-23000-307 Professional Services Fees	900.00	588.00	220.50	-	-
	E 230-23000-933 Gen l Fund Reimb Transfers	30,000.00	31,000.00	32,000.00	32,000.00	48,000.00
		30,900.00	31,759.50	32,220.50	32,000.00	48,000.00



2026 Budget

FUND: 232 – Economic Development Authority
DEPT/ACTIVITY/PROJECT: 23200 – Economic Development Authority

DEPARTMENTAL PROFILE: The EDA addresses the City’s need to proactively deal with economic development, housing, and redevelopment issues within the city. It is responsible for making presentations to the EDA and City Council to facilitate their decision making. It also includes direct interaction with the business community.

DEPARTMENTAL GOALS: The East Bethel EDA goals are to assist in increasing the amounts and types of services offered within the city, help restore blighted properties by encouraging redevelopment activities, achieve commercial development, encourage development of housing with the city that is safe, diverse, and gives residents affordable options to own a home and markets the City to promote Economic Development activities.

EXPENDITURE DETAILS

307-Professional Services Fees
\$12,300
\$11,000 - Civic Plus City Website
\$800 - Anoka County Economic Development Cost Share
\$500 – Economic Development Association

933-Transfer to City General Fund
\$128,000
Support Executive Director, Community Development Director and Support Staff

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
EDA						
	E 232-23200-107 Commissions and Boards	820.00	260.00	-	1,000.00	-
	E 232-23200-307 Professional Services Fees	11,419.02	12,286.37	15,810.58	12,300.00	12,300.00
	E 232-23200-433 Dues and Subscriptions	215.00	-	-	-	-
	E 232-23200-933 Gen l Fund Reimb Transfers	120,000.00	115,000.00	121,000.00	121,000.00	128,000.00
		132,454.02	127,546.37	136,810.58	134,300.00	140,300.00

City of East Bethel 2026 Debt Service Budget

Fund Description	2015A	2014A	Total
Fund Number	310	311	
Revenue			
Levy	670,000	230,000	900,000
Transfer from Enterprise Fund		100,000	100,000
Special Assessments	10,500	-	10,500
Interest Earned	20,000	6,000	26,000
Total Revenue	700,500	336,000	1,036,500
Expenditures			
Principal	290,000	220,000	510,000
Interest	336,000	144,000	480,000
Fiscal Agent Fees	1,500	1,500	3,000
Total Expenditures	627,500	365,500	993,000
Revenue over Expenditures	73,000	(29,500)	43,500

*2015A is the former 2010A--refinanced in 2015.

These were issued to fund construction of water/sewer infrastructure improvements

*2014A is the former 2010B--refinanced in 2014.

These were issued to fund construction of water/sewer infrastructure improvements

City of East Bethel			
Debt Service Schedule			
Paying Agent	Bond Trust	Bond Trust	
Callable	2/1/2023	2/1/2023	
	2015A	2014A	Total
	Feb/Aug	Feb/Aug	
Original Principal	\$ 11,850,000	\$ 5,485,000	
	310	311	
Principal	290,000.00	220,000.00	510,000.00
Interest	335,300.00	143,425.00	478,725.00
Total 2026	625,300.00	363,425.00	988,725.00
Principal	350,000.00	225,000.00	575,000.00
Interest	324,250.00	137,025.00	461,275.00
Total 2027	674,250.00	362,025.00	1,036,275.00
Principal	420,000.00	230,000.00	650,000.00
Interest	312,700.00	130,200.00	442,900.00
Total 2028	732,700.00	360,200.00	1,092,900.00
Principal	480,000.00	245,000.00	725,000.00
Interest	299,200.00	122,462.50	421,662.50
Total 2029	779,200.00	367,462.50	1,146,662.50
Principal	555,000.00	255,000.00	810,000.00
Interest	283,675.00	113,712.50	397,387.50
Total 2030	838,675.00	368,712.50	1,207,387.50
Principal	665,000.00	265,000.00	930,000.00
Interest	264,959.38	104,612.50	369,571.88
Total 2031	929,959.38	369,612.50	1,299,571.88
Principal	750,000.00	280,000.00	1,030,000.00
Interest	242,850.01	95,075.00	337,925.01
Total 2032	992,850.01	375,075.00	1,367,925.01
Principal	770,000.00	295,000.00	1,065,000.00
Interest	218,618.76	85,012.50	303,631.26
Total 2033	988,618.76	380,012.50	1,368,631.26
Principal	790,000.00	310,000.00	1,100,000.00
Interest	193,268.76	74,425.00	267,693.76
Total 2034	983,268.76	384,425.00	1,367,693.76
Principal	815,000.00	320,000.00	1,135,000.00
Interest	166,678.13	62,600.00	229,278.13
Total 2035	981,678.13	382,600.00	1,364,278.13
Principal	840,000.00	255,000.00	1,095,000.00
Interest	138,750.00	51,100.00	189,850.00
Total 2036	978,750.00	306,100.00	1,284,850.00
Principal	860,000.00	265,000.00	1,125,000.00
Interest	110,062.50	40,700.00	150,762.50
Total 2037	970,062.50	305,700.00	1,275,762.50
Principal	885,000.00	280,000.00	1,165,000.00
Interest	80,062.50	29,800.00	109,862.50
Total 2038	965,062.50	309,800.00	1,274,862.50
Principal	910,000.00	295,000.00	1,205,000.00
Interest	48,650.00	18,300.00	66,950.00
Total 2039	958,650.00	313,300.00	1,271,950.00
Principal	935,000.00	310,000.00	1,245,000.00
Interest	16,362.50	6,200.00	22,562.50
Total 2040	951,362.50	316,200.00	1,267,562.50
Principal due 2026 to 2040	10,315,000.00	4,050,000.00	14,365,000.00
Interest due 2026 to 2040	3,035,387.54	1,214,650.00	4,250,037.54
Rates	3.0 - 4.0%	3.0 - 4.0%	

City of East Bethel 2026 Enterprise Fund Budget (Summary)

Fund Description Fund Number	Water 601	Sewer 602	Arena 615	Total
Revenue				
Sales	326,000	302,000	234,400	862,400
Penalties	2,000	1,000	-	3,000
Interest	85,000	60,000	5,000	150,000
Total Revenue	413,000	363,000	239,400	1,015,400
Expenditures				
Salaries	-	-	42,900	42,900
Transfer to General Fund for Salaries	79,000	79,000	67,000	225,000
Transfer to Debt Service	100,000	-	-	100,000
Supplies	52,100	3,000	6,500	61,600
Fees for Service	61,700	99,500	91,000	252,200
Reserve Capacity Loan Payment (Interest)	-	45,000	-	45,000
Reserve Capacity Loan Payment (Principal)	-	186,000	-	186,000
Total Current Expenditures	292,800	412,500	207,400	726,700
Net Cash (Inflow / Outflow)	120,200	(49,500)	32,000	288,700
Depreciation / Other Non Operating Expenses				
Depreciation	257,000	280,000	32,000	569,000
Total Non-Current Expenditures	257,000	280,000	32,000	569,000
Total Expenditures	549,800	692,500	239,400	1,295,700
Net Income	(136,800)	(143,500)	-	(280,300)



2026 Budget

FUND: 601 - Water Fund
DEPT/ACTIVITY/PROJECT: 49401 – Water Utility Operations

DEPARTMENTAL PROFILE

Water Utility Operations provide for the distribution of water to customers, the provision of proper metering equipment to measure usage and the timely reading of meters to ensure accurate billing of customers. Currently, the City owns and operates two separate water systems from four municipal wells. Wells #3 and #4, along with the water treatment facility and water tower, service the southern portion of the city. Wells #1 and #2, along with two pressure tanks, service the Whispering Aspen development.

DEPARTMENTAL GOALS

Provide adequate capacity, perform required maintenance and work to facilitate the orderly implementation of service to new residents.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its water operation. The water fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves to replace existing infrastructure as it becomes depreciated.

The typical water customer can be classified into four different categories—residential single family home (whispering aspen), residential single family home (viking preserve), residential townhome (elevage) and non-residential each with a fixed and variable component to the cost structure. There are currently 171 residential units (259 ERU’s) and 32 (324 ERU’s) non-residential parcels serviced by the City’s water system. All rates are chronicled below:

	2025	2026
RESIDENTIAL Whispering Aspen		
BASE CHARGE	\$18.77 PER MONTH	\$18.77 PER MONTH
USAGE CHARGES		
0 - 5,000 GALLONS PER MONTH	\$10.60 PER 1,000 Gallons	\$10.60 PER 1,000 Gallons
5,001 - 10,000 GALLONS PER MONTH	\$12.72 PER 1,000 Gallons	\$12.72 PER 1,000 Gallons
Over 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 Gallons	\$15.26 PER 1,000 Gallons
 COMMERCIAL / PHASE I / Viking Preserve / Elevage		
BASE CHARGE	\$17.50 PER ERU/MONTH	\$17.50 PER ERU/MONTH
USAGE CHARGES		
0 – 5,000 GALLONS PER MONTH	\$3.50 PER 1,000 Gallons	\$3.50 PER 1,000 Gallons
5,001 to 10,000 GALLONS PER MONTH	\$3.80 PER 1,000 Gallons	\$3.80 PER 1,000 Gallons
Over 10,000 GALLONS PER MONTH	\$4.10 PER 1,000 Gallons	\$4.10 PER 1,000 Gallons

EXPENDITURE DETAILS

211-Cleaning Supplies

\$100

Cleaning agents for cleaning the lab and treatment room at the water plant

216-Chemicals and Chemical Products

\$8,000

Chemicals added to the water supply for health and safety purposes

223-Bldg/Facility Repair Supplies

\$3,000

Miscellaneous materials for repair and maintenance of the water building

227-Utility System Supplies

\$20,000

Water supply and distribution system; valve boxes, covers, extensions and castings; install 1 new fire hydrant

228-Water Meters

\$20,000

Purchase of water meters that will be billed back to the builders/contractors

231-Small Tools & Minor Equip

\$1,000

Tools and equipment required for the daily operation of the water treatment and distribution facilities

307-Professional Services

\$7,000

Required periodic water testing and software upgrades for treatment plant.

309-Information Systems

\$4,500

Metro-Inet – IT Support

321-Telephone

\$4,900

Landline, security line, and DSL line at both Water Treatment plants

381-Electric Utilities

\$22,000

Utilities for the Water Plant/Whispering Aspen Community Center

382-Gas Utilities

\$4,000

Utilities for the Water Plant/Whispering Aspen Community Center

402-Repairs/Maintenance on Machinery/Equipment

\$1,000

Repair/maintenance/replacement of fire hydrants and other equipment

403-Buildings/Facilities Repair and Maintenance

\$15,000

General building repair items

421-Software Licensing

\$2,000

Banyon Utility Billing Software

434-Conferences and Meetings

\$1,000

Costs associated with annual re-certification of water licenses

481-Depreciation Expense

\$257,000

Specific items that will be depreciated are: Water mains, Wells #2/#3/#4, Water Treatment facility, Meters, Water Tower, Lateral lines, and Water Stubs.

933-Transfer to City General Fund

\$79,000

Support Public Works Manager, Public Works Maintenance and Administration Staff

934-Transfer to Debt Service Fund

\$100,000

Transfer to 2014A Debt Service Fund

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Expenditures						
	E 601-49401-201 Office Supplies			-	-	-
	E 601-49401-211 Cleaning Supplies	48.98	-	-	100.00	100.00
	E 601-49401-216 Chemicals and Chem Products	8,692.47	6,787.45	2,355.09	8,000.00	8,000.00
	E 601-49401-217 Safety Supplies	149.18	-	796.22	-	-
	E 601-49401-223 Bldg/Facility Repair Supplies	3,740.36	2,069.92	1,015.35	3,000.00	3,000.00
	E 601-49401-227 Utility Maint Supplies	26,490.17	19,442.13	58,052.28	20,000.00	20,000.00
	E 601-49401-228 Water Meters		-	-	-	20,000.00
	E 601-49401-231 Small Tools and Minor Equip	-	1,237.10	91.60	1,000.00	1,000.00
	E 601-49401-307 Professional Services Fees	6,951.77	230.92	77.55	7,000.00	7,000.00
	E 601-49401-309 Information Systems	3,028.80	3,917.89	2,480.15	4,500.00	4,500.00
	E 601-49401-321 Telephone	5,057.70	5,558.41	2,675.29	5,000.00	4,900.00
	E 601-49401-381 Electric Utilities	20,986.51	21,901.69	10,283.34	20,000.00	22,000.00
	E 601-49401-382 Gas Utilities	3,159.37	3,605.28	2,244.90	4,000.00	4,000.00
	E 601-49401-402 Repairs/Maint Machinery/Equip	-	1,725.50	-	1,000.00	1,000.00
	E 601-49401-403 Bldgs/Facilities Repair/Maint	46,463.33	6,061.35	3,108.67	15,000.00	15,000.00
	E 601-49401-421 Software Licensing	1,850.00	2,025.00	-	2,000.00	2,000.00
	E 601-49401-422 Auto/Misc Licensing Fees/Taxes	436.15	1,048.66	1,189.08	300.00	300.00
	E 601-49401-434 Conferences/Meetings	664.50	848.00	1,067.00	1,000.00	1,000.00
	E 601-49401-481 Depreciation Expense	256,698.25	256,698.25	-	257,000.00	257,000.00
	E 601-49401-933 Gen l Fund Reimb Transfers	68,000.00	69,000.00	72,000.00	72,000.00	79,000.00
	E 601-49401-934 Debt Fund Transfer	-	-	-	-	100,000.00
Total Expenditures - Water Fund		452,417.54	402,157.55	157,436.52	420,900.00	549,800.00



2026 Budget

FUND: 602 - Sewer Fund
DEPT/ACTIVITY/PROJECT: 49451 – Sewer Utility Operations

DEPARTMENTAL PROFILE

Sewer Utility Operations provide for the collection of sanitary sewage through a system of gravity sewer lines, force mains, and lift stations with delivery to the Metropolitan Council Environmental Service Wastewater Treatment Facility.

DEPARTMENTAL GOALS

Provide adequate capacity to service customers and provide efficient collection of sanitary sewage.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its sewer operation. The sewer fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves to replace existing infrastructure as it becomes depreciated.

The typical sewer customer can be classified into three different categories—residential, mobile and non-residential each with a fixed and variable component to the cost structure. There are currently 171 residential units (259 ERU’s), 32 (324 ERU’s) commercial parcels and 1 mobile customer (roughly 189 mobile units) serviced by the Metropolitan Council’s sewer system that is in East Bethel. The 2026 proposed sales revenue is based on no additions to the current customer base. All rates are chronicled below:

	2025	2026
Residential / Non-Residential		
BASE CHARGE PER ERU	\$6.30 PER MONTH	\$6.30 PER MONTH
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	\$6.70 PER 1,000 GALLONS
<i>(Residential based on water use during January If a January Water use figure is not available or below 2,000 gallons, 2,000 gallons per ERU will be used)</i>		
Mobile Park		
BASE CHARGE	\$1,190 PER MONTH	\$1,190 PER MONTH
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	\$6.70 PER 1,000 GALLONS

EXPENDITURE DETAILS

223-Buildings and Facilities Supplies

\$3,000

Repair materials to keep the sewer collection operational

Sewer system and lift station degreasers and deodorizers and refrigerated sample supply storage unit required by the PCA

Various small tools, replacement of chemical feed pumps and regulators

307-Professional Services

\$83,000

MCES waste water treatment charges

2026 - \$82,915 Per MCES wastewater charges sheet, which is based on 2024 flow data

2025 - \$70,140

2024 - \$72,853

2023 - \$63,188

2022 - \$48,254

2021 - \$34,948

2020 - \$38,069

2019 - \$33,108

2018 - \$26,152

2017 - \$24,772

2016 - \$20,735

381-Electric Utilities

\$4,000

Utilities for the lift stations

403-Buildings/Facilities Repair and Maintenance

\$10,000

Repair services that cannot be performed in-house and sewer line inspection and jetting

421-Software Licensing

\$1,500

Banyon Utility Billing Software

434-Conferences and Meetings

\$1,000

Costs associated with annual re-certification of sewer license

481-Depreciation Expense

\$280,000

The specific items to be depreciated are: manholes, lateral lines, force mains, lift stations, and gravity sewer lines

626-Reserve Capacity Loan Payment

\$45,000

RCL Principal Payment \$186,418

RCL Interest Payment \$44,823

933-Transfer to City General Fund

\$79,000

Support Public Works Manager, Public Works Maintenance Staff and Administration
Costs

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Expenditures						
	E 602-49451-223 Bldg/Facility Repair Supplies	156.55	44.24	-	3,000.00	3,000.00
	E 602-49451-227 Utility Maint Supplies		71.13	49,615.00	-	-
	E 602-49451-307 Professional Services Fees	63,188.28	77,710.38	46,760.16	70,500.00	83,000.00
	E 602-49451-381 Electric Utilities	2,978.19	3,165.40	1,736.17	4,000.00	4,000.00
	E 602-49451-403 Bldgs/Facilities Repair/Maint	7,183.47	7,206.75	-	10,000.00	10,000.00
	E 602-49451-421 Software Licensing	1,430.00	1,430.00	-	1,500.00	1,500.00
	E 602-49451-434 Conferences/Meetings	-	23.00	-	1,000.00	1,000.00
	E 602-49451-481 Depreciation Expense	279,416.29	279,416.29	-	280,000.00	280,000.00
	E 602-49451-626 Loan Payment	532,738.33	54,600.00	-	50,000.00	45,000.00
	E 602-49451-933 Gen l Fund Reimb Transfers	68,000.00	69,000.00	72,000.00	72,000.00	79,000.00
Total Expenditures - Sewer Fund		955,091.11	492,667.19	170,111.33	492,000.00	506,500.00



2026 Budget

FUND: 615 - Arena Fund
DEPT/ACTIVITY/PROJECT: 49851 – Arena Operations

DEPARTMENTAL PROFILE

Arena Operations provides for the operation of the City’s ice arena.

DEPARTMENTAL GOALS

Maintain the exterior of the Arena, coordinate arena management activities, address deferred maintenance items at the facility and improve the financial performance of the Arena.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenues and expenditures for its arena operation. Thus, the arena fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves to replace existing infrastructure as it becomes depreciated.

The two primary users of the arena are the St. Francis Youth Hockey Association and St. Francis High School. The 2026 user rates are proposed to remain the same at \$210 per hour for prime-time ice rental. All rates are chronicled below:

ICE ARENA	2025	2026
ICE ARENA ICE RENTAL - PRIME TIME	\$210/HR	\$210/HR
ICE ARENA ICE RENTAL - NON PRIME TIME	NEGOTIABLE	NEGOTIABLE
LOCKER ROOM RENTAL	\$7,500	\$7,500
DRY FLOOR EVENTS	NEGOTIABLE	NEGOTIABLE

EXPENDITURE DETAILS

103-Part-Time Employees
\$38,900

Part-time employees that operate the ice maintenance equipment, unlock and lock the building daily, supervise the building and any users/visitors, provide daily cleaning and maintenance activities.

933-Transfer to City General Fund
\$67,000

Support Full-Time Public Works and Administration Staff that conduct Arena related duties

219-General Operating Supplies | Cleaning Supplies
\$3,500

Cleaning and general operating supplies for Arena

223-Buildings & Facilities Repair and Maintenance Supplies
\$3,000
Repair and maintain boards, bleachers, HVAC, etc.

309-Information Systems
\$6,700
Anoka County | Zayo Broadband \$1,800
Metro-Inet- IT Support | VOIP Phone \$5,000

381-Electric Utilities
\$38,000
Electricity needs for the Arena

382-Gas Utilities
\$20,000
Natural gas heating needs for the Arena

385-Refuse Removal
\$3,000
Garbage removal services

402-Repairs to Machinery
\$2,500
Potential repairs to the Zamboni and other equipment

403-Building & Facilities Repair and Maintenance Services
\$17,300
Outsourced facilities repair not performed by City employees - \$10,000
Trane - \$6,000 maintenance agreement for ice arena chillers
Wright Hennepin - \$500 Security at the arena
Miscellaneous Repairs

422-Licensing
\$500
Anoka County Food License

433-Dues and Subscriptions
\$3,000
Scheduling Software Annual Fee

481-Depreciation
\$32,000
Depreciation of Arena and equipment

**City of East Bethel
2026 Preliminary Budget**

	Account Description	2023 Actual	2024 Actual	2025 Actual 1/1/25 to 7/31/25	2025 Final Budget	2026 Preliminary Budget
Expenditures						
	E 615-49851-103 Part-Time Employees	-	17,073.50	10,493.00	36,000.00	38,900.00
	E 615-49851-125 FICA/Medicare	-	1,306.13	802.71	2,800.00	3,000.00
	E 615-49851-151 Worker s Comp Insurance Prem	-	-	-	3,600.00	1,000.00
	E 615-49851-211 Cleaning Supplies	1,944.49	2,592.99	-	2,000.00	-
	E 615-49851-219 General Operating Supplies	3,260.61	310.67	882.14	1,500.00	3,500.00
	E 615-49851-223 Bldg/Facility Repair Supplies	4,321.44	10,132.71	888.12	3,000.00	3,000.00
	E 615-49851-231 Small Tools and Minor Equip	751.97	2,018.51	-	200.00	-
	E 615-49851-307 Professional Services Fees	83,987.50	37,447.08	-	-	-
	E 615-49851-933 Gen l Fund Reimb Transfers		38,800.00	59,700.00	59,700.00	67,000.00
	E 615-49851-309 Information Systems	900.00	5,012.39	1,017.60	1,000.00	6,700.00
	E 615-49851-321 Telephone	64.27	169.58	-	-	-
	E 615-49851-381 Electric Utilities	30,980.60	37,823.71	9,922.57	36,000.00	38,000.00
	E 615-49851-382 Gas Utilities	18,665.19	13,517.77	11,421.11	25,000.00	20,000.00
	E 615-49851-385 Refuse Removal	3,267.30	3,567.73	3,495.93	3,000.00	3,000.00
	E 615-49851-402 Repairs/Maint Machinery/Equip	1,394.14	1,923.55	100.00	2,500.00	2,500.00
	E 615-49851-403 Bldgs/Facilities Repair/Maint	47,058.42	32,863.16	8,494.38	16,500.00	17,300.00
	E 615-49851-422 Auto/Misc Licensing Fees/Taxes	420.00	420.00	-	500.00	500.00
	E 615-49851-433 Dues and Subscriptions	-	-	2,886.00	1,500.00	3,000.00
	E 615-49851-481 Depreciation Expense	32,014.66	32,261.41	-	32,000.00	32,000.00
Total Expenditures - Arena		229,030.59	237,240.89	110,103.56	226,800.00	239,400.00



2026 Budget

FUND: 401 – Building Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40100 – Building Capital Projects

DEPARTMENTAL PROFILE

The Building Capital Projects Fund accounts for general capital projects involving general government facilities.

DEPARTMENTAL GOALS

Identify and prioritize projects that would benefit the City; ensure that improvements are done to City specifications and within budget.

REVENUE DETAILS

39201-General Fund Transfer
\$50,000

GENERAL GOVERNMENT FACILITY MANAGEMENT PLAN

City Hall / Senior Center

2241 221st Avenue NE
East Bethel, MN 55011

Fire Station #1

2751 Viking Blvd NE
East Bethel, MN 55092

Public Works / Fire Station #2

2375 221st Avenue NE
East Bethel, MN 55011

Fire Station #3

342 Forest Road
East Bethel, MN 55092



2026 Budget

FUND: 404 – Park Acquisition & Development Fund
DEPT/ACTIVITY/PROJECT: 40400 – Park Acquisition & Development

DEPARTMENTAL PROFILE

The Park Acquisition & Development Fund accounts for funds received from developers that are to be used for the acquisition/development of major park facilities.

DEPARTMENTAL GOALS

Identify and prioritize recreational opportunities that would benefit the residents of the City. The Fund is currently depleted due to the lack of development activity in the City.

**Parks Capital Improvement Plan
2026-2030
Funding Analysis**

PARK ACQUISITION AND DEVELOPMENT FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2026 Beginning Balance	\$333,610			
Park Dedication Fees		\$303,000		\$636,610
Park and Playground Development - Viking Meadows			\$200,000	\$436,610
2026 Ending Balance				\$436,610
2027 Beginning Balance	\$436,610			
Park Dedication Fees		\$40,000		\$476,610
Park and Playground Development - Viking Meadows			\$150,000	\$326,610
2027 Ending Balance				\$326,610
2028 Beginning Balance	\$326,610			
Park Dedication Fees		\$40,000		\$366,610
Booster West Ballfield Lights			\$350,000	\$16,610
2028 Ending Balance				\$16,610
2029 Beginning Balance	\$16,610			
Park Dedication Fees		\$40,000		\$56,610
None			\$0	\$56,610
2029 Ending Balance				\$56,610
2030 Beginning Balance	\$56,610			
Park Dedication Fees		\$40,000		\$96,610
None			\$0	\$96,610
2030 Ending Balance				\$96,610
TOTAL PARK ACQUISITION AND DEVELOPMENT				
FUND SOURCES AND USES		\$463,000	\$700,000	
Park Dedication Fees- Residential = \$2,000 per lot. Multifamily = \$1,500 per unit. Commercial = 5% of land or cash not to exceed \$2,000 per acre.				



2026 Budget

FUND: 407 – Park Capital Fund
DEPT/ACTIVITY/PROJECT: 40700 – Park Capital Projects

DEPARTMENTAL PROFILE

The Park Capital Fund accounts for improvements to parks as part of the five-year plan Capital Improvement Plan.

DEPARTMENTAL GOALS

Implement improvements identified in the five-year plan within the authorized budget; complete improvements identified by the Parks Commission and approved by the Council.

REVENUE DETAILS

39201-General Fund Transfer
\$120,000
Budgeted transfer amount.

**Parks Capital Improvement Plan
2026-2030
Funding Analysis**

PARK CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2026 Beginning Balance	\$10,000			
Transfer From General Fund		\$120,000		\$130,000
ZiplineBooster West			\$25,000	\$105,000
Pickleball Courts- Booster West			\$60,000	\$45,000
Concrete Bag Toss/Cornhole (4) Booster Park			\$8,000	\$37,000
Sand Volleyball Court Booster Park			\$5,000	\$32,000
Disc Golf Goals (2) Booster Park			\$1,000	\$31,000
Misc Park Projects and Tree Planting			\$5,000	\$26,000
2026 Ending Balance				\$26,000
2027 Beginning Balance	\$26,000			
Transfer From General Fund		\$130,000		\$156,000
Pickleball Courts - Various Parks			\$90,000	\$66,000
Concrete Bag Toss/Cornhole (4) Booster Park			\$4,000	\$62,000
Booster West Drainge and Fencing Upgrades			\$25,000	\$37,000
Disc Golf Goals (2) Booster Park			\$1,000	\$36,000
Misc Park Projects and Tree Planting			\$5,000	\$31,000
2027 Ending Balance				\$31,000
2028 Beginning Balance	\$31,000			
Transfer From General Fund		\$140,000		\$171,000
Pavement Repair - Booster East			\$90,000	\$81,000
Misc Park Projects and Tree Planting			\$5,000	\$76,000
2028 Ending Balance				\$76,000
2029 Beginning Balance	\$76,000			
Transfer From General Fund		\$150,000		\$226,000
New Park Development - Bonde Park			\$150,000	\$76,000
Misc Park Projects and Tree Planting			\$5,000	\$71,000
2029 Ending Balance				\$71,000
2030 Beginning Balance	\$71,000			
Transfer From General Fund		\$160,000		\$231,000
Pavement Repair - Booster West			\$100,000	\$131,000
Misc Park Projects and Tree Planting			\$5,000	\$126,000
2030 Ending Balance				\$126,000
TOTAL PARK CAPITAL FUND SOURCES AND USES		\$700,000	\$584,000	



2026 Budget

FUND: 402 – MSA Street Construction Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

The MSA Street Construction Fund accounts for amounts received from the State to improve State Aid roads in the City of East Bethel.

DEPARTMENTAL GOALS

Procure and efficiently spend funds received to improve State Aid routes.

**Street Capital Projects
2026-2030
Funding Analysis**

MUNICIPAL STATE AID FUND - FUND 402	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2026 Beginning Balance	\$ (394,153)			
Municipal State Aid Funding		\$ 757,936		\$ 363,783
Viking Blvd/Sandhill Parkway Left Turn Lane			\$ 362,000	\$ 1,783
2026 Ending Balance				\$ 1,783
2027 Beginning Balance	\$ 1,783			
Municipal State Aid Funding		\$ 757,936		\$ 759,719
Polk-Jackson - Mill & Overlay			\$ 800,000	\$ (40,281)
Klondike Drive - Mill & Overlay			\$ 140,000	\$ (180,281)
2027 Ending Balance				\$ (180,281)
2028 Beginning Balance	\$ (180,281)			
Municipal State Aid Funding		\$ 757,936		\$ 577,655
Briarwood Ave - Overlay			\$ 350,000	\$ 227,655
2028 Ending Balance				\$ 227,655
2029 Beginning Balance	\$ 227,655			
Municipal State Aid Funding		\$ 757,936		\$ 985,591
MSA Project			\$ -	\$ 985,591
2029 Ending Balance				\$ 985,591
2030 Beginning Balance	\$ 985,591			
Municipal State Aid Funding		\$ 757,936		\$ 1,743,527
MSA Project			\$ -	\$ 1,743,527
2030 Ending Balance				\$ 1,743,527
		\$3,789,680	\$1,652,000	
A negative balance is not an indication of too many projects. It simply means the City has anticipated numerous projects and can fund this within the regulations identified by MN DOT.				



2026 Budget

FUND: 406 – Street Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40600 – Street Capital Projects

DEPARTMENTAL PROFILE

The Street Capital Projects Fund accounts for amounts used for street improvement projects including reconditioning and overlays.

DEPARTMENTAL GOALS

Identify and prioritize street project needs of the City; ensure that improvements are done to City specifications and within budget; complete improvements identified by the Roads Commission and approved by the Council.

REVENUE DETAILS

39201-General Fund Transfer
\$650,000
Budgeted transfer amount

**Street Capital Projects
2026-2030
Funding Analysis**

STREET CAPITAL FUND - FUND 406	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2026 Beginning Balance	\$ 304,320			
Transfer from General Fund		\$ 650,000		\$ 954,320
Central Avenue Assessments		\$ 20,122		\$ 974,442
Fillmore Street Assessments		\$ 3,050		\$ 977,492
North Metro JPA Maintenance Projects			\$ 110,000	\$ 867,492
Cedarbrook - Overlay/Reconstruct			\$ 405,000	\$ 462,492
Sunset Drive- Reclaim and Pave (Linwood)			\$ 300,000	\$ 162,492
2026 Ending Balance				\$ 162,492
2027 Beginning Balance	\$ 162,492			
Transfer from General Fund		\$ 700,000		\$ 862,492
Central Avenue Assessments		\$ 20,122		\$ 882,614
Fillmore Street Assessments (Final Year)		\$ 3,050		\$ 885,664
North Metro JPA Maintenance Projects			\$ 115,000	\$ 770,664
London, 225th, 226th - Overlay			\$ 250,000	\$ 520,664
Pine Crest Estates - Overlay			\$ 135,000	\$ 385,664
224th Ave, 225th Ave -Overlay			\$ 140,000	\$ 245,664
2027 Ending Balance				\$ 245,664
2028 Beginning Balance	\$ 245,664			
Transfer from General Fund		\$ 750,000		\$ 995,664
Central Avenue Assessments (Final Year)		\$ 20,122		\$ 1,015,786
North Metro JPA Maintenance Projects			\$ 120,000	\$ 895,786
Quincy St-Overlay			\$ 50,000	\$ 845,786
Carlisle - Overlay			\$390,000	\$ 455,786
Raintree - Overlay			\$ 135,000	\$ 320,786
2028 Ending Balance				\$ 320,786
2029 Beginning Balance	\$ 320,786			
Transfer from General Fund		\$ 800,000		\$ 1,120,786
North Metro JPA Maintenance Projects			\$ 125,000	\$ 995,786
Norseland Manor - Overlay			\$ 450,000	\$ 545,786
Naples St, Rendova St, 197th Ave- Overlay			\$ 125,000	\$ 420,786
2029 Ending Balance				\$ 420,786
2030 Beginning Balance	\$ 420,786			
Transfer from General Fund		\$ 850,000		\$ 1,270,786
DeGardners, Oak Trail, Wisens - Overlay			\$ 700,000	\$ 570,786
Sunny View - Overlay			\$ 195,000	\$ 375,786
2030 Ending Balance				\$ 375,786
		\$ 3,816,466	\$ 3,745,000	

**City of East Bethel
2026 Other Governmental Fund Budget (Summary)**

Fund Description Fund Number	TIF 1-2 436	TIF 1-3 437	TIF 1-4 438	TIF 1-5 439	Total
Revenue					
Tax Increment	182,000	104,000	100,000	52,000	438,000
Interest Earned	1,400	1,400	1,400	1,400	5,600
Total Revenue	183,400	105,400	101,400	53,400	443,600
Expenditures					
Pay As You Go	163,800	93,600	90,000	46,800	394,200
Professional Service Fee	18,200	10,400	10,000	5,200	43,800
General Fund Reimbursement	1,400	1,400	1,400	1,400	5,600
Total Expenditures	183,400	105,400	101,400	53,400	443,600
Revenue over Expenditures	-	-	-	-	-

- *TIF 1-2 - East Bethel Village Apartments I and II
- *TIF 1-3 - Viking Preserve 48 Residential Single Family Homes
- *TIF 1-4 - Trident Senior Living
- *TIF 1-5 - Aggressive Hydraulics Expansion

2026 Budget



FUND: 701 – Equipment Replacement Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Equipment Replacement Operations provide for the systematic funding and acquisition of major pieces of equipment necessary for City operations. Accordingly, individual department budgets will not fluctuate based on equipment acquisition activities allowing for better long-term financial analyses, benchmarking and comparisons.

DEPARTMENTAL GOALS

Compare the current and future equipment needs of the City with the current equipment inventory; set up a funding plan to ensure that these equipment needs can be met without borrowing by establishing annual departmental funding requirements that ensure funds availability when equipment is no longer economically viable.

REVENUE DETAILS

39201-General Fund Allocation
\$318,000

Equipment Replacement Schedule	Inspection	Parks	Streets	Fire	Total
2026 Purchases					
Single Axle Plow with dump box and plow equipment			350,000.00		
Vermeer Wood Chipper/Forestry Head			30,000.00		
Landpride 3-Point Mower		25,000.00			
FORD F-550 - MINI PUMPER REFURBISH/REPLACE				75,000.00	
FORD 550 QUICK ATTACK WITH PUMPER REFURBISH/REPLACE				75,000.00	
Total					555,000.00
2027 Purchases					
Front End Loader			250,000.00		
Kubota		17,000.00			
Kubota with ballfield groomer		20,000.00			
ROSENBAUERER 6 MAN CAB - 1250 PUMPER REFURBISH				75,000.00	
INTERNATIONAL REG CAB - 1250 PUMPER REFURBISH				50,000.00	
FORD EXPLORER - DUTY OFFICER Replacement				75,000.00	
Total					487,000.00
2028 Purchases					
Excavator			90,000.00		
Ford F-550 1.5 Ton with dump box			90,000.00		
Ford F-150 4x4			50,000.00		
PJ 20 FT TRAILER			12,000.00		
Vactor/Jetter Truck- Used			100,000.00		
ROLLE 12 FT TRAILER			8,000.00		
Extracation Tools				150,000.00	
Chevy Colorado - Replacement				100,000.00	
Total					600,000.00
2029 Purchases					
Zero Turn Mower JD930M		15,000.00			
Zero Turn Mower JD930M		15,000.00			
John Deere Tractor and Ditch Mower Attachment			125,000.00		
Ford F350 4X4/plow			75,000.00		
Total					230,000.00
2030 Purchases					
PJ ROLLER TRAILER			8,000.00		
Asphalt Roller			25,000.00		
Chevrolet 3500 4x4			75,000.00		
Total					108,000.00
2031 and Beyond					
T66 BOBCAT WITH LOADER, AUGER FOR SKID STEER LOADER			90,000.00		
PJ 24 FT DECKOVER TRAILER			12,000.00		
SINGLE AXLE PLOW WITH DUMP BOX AND PLOW EQUIPMENT			350,000.00		
FREIGHTLINER, STEPP HOT PATCHER			40,000.00		
FORD ESCAPE 4X4	35,000.00				
SPARTAN 6 MAN CAB - 1250 PUMPER Replacement				1,500,000.00	
FIRE TANKER APPARATUS Replacement				1,000,000.00	
FORD 4X4 1T PU - GRASS RIG Replacement				100,000.00	
2020 Chevy Tahoe #9542 Replacement				100,000.00	
SKIDSTER -RECYCLE CENTER		25,000.00			
TORO WIDE AREA MOWER		80,000.00			
CHEVROLET 3500 4X4		50,000.00			
TRACTOR		60,000.00			
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			360,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			365,000.00		
CHEVROLET 3500 4x4			70,000.00		
CHEVROLET 3500 4x4 w/ CONTRACTOR BOX			75,000.00		
JOHN DEERE GRADER			325,000.00		
TOWMASTER T-20 TRAILER			12,000.00		
FORD ESCAPE 4X4	37,500.00				
FORD 4x4 1T PU - GRASS RIG Replacement				100,000.00	
FORD F-550 - MINI PUMPER Replacement				400,000.00	
FORD 550 QUICK ATTACK WITH PUMPER Replacement				400,000.00	
4 X 4 FOUR DOOR UTILITY PICKUP TRUCK Replacement				100,000.00	
SPARTAN 6 MAN CAB - 1250 PUMPER Replacement				1,500,000.00	
SELF CONTAINED BREATHING APPARATUS				500,000.00	
FIRE TANKER APPARATUS REFURBISH				100,000.00	
TANDEM AXLE DUMP TRUCK, PLOW, HOIST, SANDER			375,000.00		
ELGIN SWEEPER			325,000.00		
FORD ESCAPE 4X4	40,000.00				
INTERNATIONAL REG CAB - 1250 PUMPER Replacement				1,500,000.00	
ROSENBAUERER 6 MAN CAB - 1250 PUMPER				1,500,000.00	
Mercury 25 ELHPT - Boat				40,000.00	
Total					11,566,500.00
Total Scheduled Purchases		307,000.00	3,687,000.00	9,440,000.00	13,546,500.00



2026 Budget

FUND: 702 – Compensated Absences Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Compensated Absences Fund provides for the funding of the City's obligation of earned but unused vacation and sick pay benefits. These benefits are payable only upon employees' severance from employment.

DEPARTMENTAL GOALS

Compare each employee's accrued obligation on an annual basis and expense any increase to individual departments. Consequently, the period in which the services are rendered incurs the expense. Individual department budgets will not fluctuate based on employees separation from employment and the accumulation of these benefits.

REVENUE DETAILS

39201-Transfer from General Fund

\$N/A

To be determined when liability is calculated at year end.

EXPENDITURE DETAILS

Determined when employee separates from City service.

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

RESOLUTION NO. 2025-48

RESOLUTION SETTING DATE FOR FINAL BUDGET AND TAX LEVY HEARING

WHEREAS, Minnesota Statutes 275.065 requires that on or before September 30th of every year, at a regularly scheduled meeting of the City Council at which the City Council adopts a preliminary property tax levy, the City Council must announce the time and place of a regularly scheduled meeting at which the final property tax levy and budget will be discussed and the final property tax levy and budget will be determined.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL, MINNESOTA THAT: the regularly scheduled meeting on Monday, December 8, 2025 at 7:00 PM at City Hall is hereby designated as the meeting at which City Council will discuss and adopt the final 2026 Property Tax Levy and 2026 Budget.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this resolution be provided to the Anoka County Auditor.

Adopted this 8th day of September 2025, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Ardie Anderson, Mayor

ATTEST:

Matt Look, City Administrator

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

RESOLUTION NO. 2025-49

**RESOLUTION SETTING THE PRELIMINARY PROPERTY TAX LEVY AND
BUDGET FOR 2026**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before September 30; and

WHEREAS, the City Council has considered the operating needs and debt service needs for fiscal year 2026.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the preliminary property tax levies and budgets for the General Fund and the Debt Service Funds for 2026 are as follows:

General Levy:	\$5,738,600
Debt Service Levy:	
2015A	\$670,000
2014A	\$230,000
	<u>\$6,638,600</u>

**The above levy includes the amount necessary to cover debt service requirements in 2026 and cancels any previous scheduled amounts.*

<u>2026 Expenditures Budgets:</u>	General Fund	\$7,455,700
	Special Revenue Funds	\$256,900
	Debt Service Funds	\$993,000
	Enterprise Funds	\$1,295,700

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 8th day of September 2025, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Ardie Anderson, Mayor

ATTEST:

Matt Look, City Administrator

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

RESOLUTION NO. 2025-50

**RESOLUTION SETTING THE PRELIMINARY ECONOMIC DEVELOPMENT
AUTHORITY PROPERTY TAX LEVY AND BUDGET FOR 2026**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before September 30; and

WHEREAS, the City Council has considered the operating needs of the Economic Development Authority for fiscal year 2026.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the preliminary property tax levy and budgets for the Economic Development Authority for 2026 are as follows:

Economic Development Authority Levy	\$136,200
Economic Development Authority Budget	\$140,300

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 8th day of September 2025, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Ardie Anderson, Mayor

ATTEST:

Matt Look, City Administrator

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

RESOLUTION NO. 2025-51

**RESOLUTION SETTING THE PRELIMINARY HOUSING AND REDEVELOPMENT
AUTHORITY PROPERTY TAX LEVY AND BUDGET FOR 2026**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before September 30; and

WHEREAS, the City Council has considered the operating needs of the Housing and Redevelopment Authority for fiscal year 2026.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the preliminary property tax levy and budgets for the Housing and Redevelopment Authority for 2026 are as follows:

Housing and Redevelopment Authority Levy	\$77,000
Housing and Redevelopment Authority Budget	\$48,000

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 8th day of September 2025, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Ardie Anderson, Mayor

ATTEST:

Matt Look, City Administrator

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



Date: September 8, 2025

Agenda Item Number: Item 6.0 A-G

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approve Bills

Item B – August 11, 2025 City Council Meeting Minutes

Minutes from the August 11, 2025 City Council meeting were tabled at the last meeting. The suggested changes have been applied, and the new version is attached for your review.

Item C – August 25, 2025 City Council Work Meeting Minutes

Minutes from the August 25, 2025 City Council work meeting are attached for your review.

Item D – August 25, 2025 City Council Meeting Minutes

Minutes from the August 25, 2025 City Council meeting are attached for your review.

Item E – Successful Completion of Probationary Period: City Planner

Grace Gerard began employment with the City of East Bethel on March 3, 2025. As a condition of hire, a six-month probationary period is required of all new full-time employees to enable the City to evaluate their performance and ensure they have demonstrated the ability to perform the duties of the position. Ms. Gerard has completed her probationary period and has met all the requirements of the position. Staff recommends her appointment as a regular employee based on the successful completion of the six-month probationary period.

Item F – 2026 Anoka County Municipal Waste Abatement Grant Funding Award/Recycle Contract

The City of East Bethel is eligible for a \$48,944.50 grant for the 2026 SCORE Municipal Abatement Program with an additional \$20,000 that has been included as a supplement for additional recycle operations. In total, the City will receive \$68,944.50 from Anoka County in 2026 to operate the City Recycling Center. These funds are provided on an annual basis and are separate from any additional grants that may be available within this program. Our tonnage requirements for this program have increased over the past years. These additional monies, over and above the basic grant, have proved instrumental in enabling the City to meet the higher goals set by the County as a result of our population growth. The City has met their assigned tonnage goals for each of the past six years. Our goal for 2026 is 1,303 tons.

Staff recommends the City authorize the approval of the 2026 Agreement for the Residential Recycling Program, Anoka County Contract # C0011699 for grant funding in the amount of \$68,944.50.

Item G – Siento Peer Support Program

The East Bethel Fire Department (EBFD) has made a connection with Siento. Siento specializes in peer support development. Siento has also developed a nationwide network of peer supporters, including a working relationship with North Memorial. EBFD intends to partner with Siento to build an internal peer support team and leverage the technology Siento has developed. Siento

has offered to support and provide their services at no charge for at least the first year. The explanation of the bill has been attached to this agenda item.

Chief Cielocha recommends that the City of East Bethel and the East Bethel Fire Department partner with Siento to develop a peer support team.

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

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



City of East Bethel
September 8, 2025
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$123,503.63
Electronic Payroll Payments						\$39,852.47
Payroll City Staff - August 25, 2025						\$49,466.56
Total to be Approved for Payment						\$212,822.66
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldgs/Facilities Repair/Maint	0090545-IN	R & R Specialities, Inc.	615	49851	\$2,354.25
Arena Operations	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	615	49851	\$44.90
Arena Operations	Cleaning Supplies	9624074655	Grainger	615	49851	\$988.13
Arena Operations	Refuse Removal	12275328T067	Ace Solid Waste, Inc.	615	49851	\$371.22
Building Inspection	Information Systems	2959	Metro-Inet	101	42410	\$1,135.61
Building Inspection	Motor Fuels	26866711	Mansfield Oil Company	101	42410	\$358.70
Building Inspection	Motor Fuels	26880913	Mansfield Oil Company	101	42410	\$305.59
Building Inspection	Refund from Escrow	20250822	DENISE K JOHNSON	101		\$6,600.00
Building Inspection	Refund from Escrow	20250822	Johnson, Brendan	101		\$6,600.00
Building Inspection	Refund of Overpayment	090325	CAPSTONE HOMES	101		\$1,191.52
Building Inspection	Telephone	09 2025	T MOBILE	101	42410	\$30.02
City Administration	Information Systems	2959	Metro-Inet	101	41320	\$1,254.74
City Administration	Office Supplies	IN4914356	Innovative Office Solutions	101	41320	\$212.95
City Administration	Professional Services Fees	30958	TimeSaver Off Site Secretarial	101	41320	\$172.00
Finance	Information Systems	2959	Metro-Inet	101	41520	\$1,135.61
Finance	Sales Tax Remittance	08 2025	Minnesota Revenue	101		\$293.00
Fire Department	Bldgs/Facilities Repair/Maint	10121621	Plunkett's Pest Control	101	42210	\$298.48
Fire Department	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	101	42210	\$27.50
Fire Department	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	101	42210	\$5.50
Fire Department	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	101	42210	\$22.00
Fire Department	Clothing & Personal Equipment	354469	Aspen Mills, Inc.	101	42210	\$334.79
Fire Department	Clothing & Personal Equipment	355473	Aspen Mills, Inc.	101	42210	\$200.85
Fire Department	Clothing & Personal Equipment	357114	Aspen Mills, Inc.	101	42210	\$82.85
Fire Department	Clothing & Personal Equipment	p51623	MacQueen	101	42210	\$64.05
Fire Department	Conferences/Meetings	9646	MN State Fire Chiefs Assoc.	101	42210	\$1,200.00
Fire Department	Information Systems	2959	Metro-Inet	101	42210	\$2,548.41
Fire Department	Motor Fuels	360364	Aspen Mills, Inc.	101	42210	\$57.95
Fire Department	Motor Fuels	26866711	Mansfield Oil Company	101	42210	\$570.64
Fire Department	Motor Fuels	26880913	Mansfield Oil Company	101	42210	\$486.16
Fire Department	Motor Fuels	1011765	SPEEDWAY #4788	101	42210	\$10.63
Fire Department	Motor Vehicles Parts	159-144820	FACTORY MOTOR PARTS	101	42210	\$779.78
Fire Department	Motor Vehicles Parts	IN001-2092708	Force America Distributing LLC	101	42210	\$20.81
Fire Department	Motor Vehicles Parts	1539-368614	O'Reilly Auto Stores Inc.	101	42210	\$10.29
Fire Department	Refuse Removal	12275328T067	Ace Solid Waste, Inc.	101	42210	\$119.70
Fire Department	Refuse Removal	12275328T067	Ace Solid Waste, Inc.	101	42210	\$49.42
Fire Department	Telephone	13864340214908	Midcontinent Communications	101	42210	\$96.14
Fire Department	Telephone	09 2025	T MOBILE	101	42210	\$95.05
Fire Department	Telephone	6121345344	Verizon	101	42210	\$560.14
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	10121621	Plunkett's Pest Control	101	41940	\$84.50
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2241 221st 9225	Patton Heating and Air	101	41940	\$1,668.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	101	41940	\$11.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	101	41940	\$46.40
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35032419943	Wright-Hennepin Coop Electric	101	41940	\$22.00
General Govt Buildings/Plant	Refuse Removal	12275328T067	Ace Solid Waste, Inc.	101	41940	\$122.16
Park Acquisition/Development	Professional Services Fees	SORD000W2502561	Connexus Energy	404	40400	\$2,642.53
Park Maintenance	Bldg/Facility Repair Supplies	64043	Menards - Forest Lake	101	43201	\$6.16
Park Maintenance	Clothing & Personal Equipment	4241302203	Cintas Corporation	101	43201	\$33.31
Park Maintenance	Clothing & Personal Equipment	4241958120	Cintas Corporation	101	43201	\$34.22
Park Maintenance	Equipment Parts	83341	Central Trailer Sales, Inc.	101	43201	\$23.38
Park Maintenance	Equipment Parts	p76303	MN Equipment	101	43201	\$255.16
Park Maintenance	Equipment Parts	p76534	MN Equipment	101	43201	\$5.98
Park Maintenance	Equipment Parts	p76754	MN Equipment	101	43201	\$173.43



City of East Bethel
September 8, 2025
Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$10,457.06
Payroll	Federal Withholding	\$7,162.22
Payroll	Medicare Withholding	\$2,294.16
Payroll	FICA Tax Withholding	\$8,849.06
Payroll	State Withholding	\$3,503.91
Payroll	MSRS/H.S.A./HCSP	\$7,586.06
		\$39,852.47



CITY OF EAST BETHEL

09/05/25 9:25 AM

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Payments

Current Period: September 2025

Payments Batch 20250908PAY **\$123,503.63**

Refer	0 ACE SOLID WASTE		-		
Cash Payment	E 101-41940-385	Refuse Removal	City Hall Service		\$122.16
Invoice	12275328T067	9/1/2025			
Cash Payment	E 615-49851-385	Refuse Removal	Arena Service		\$371.22
Invoice	12275328T067	9/1/2025			
Cash Payment	E 101-43220-385	Refuse Removal	Public Works Service		\$635.70
Invoice	12275328T067	9/1/2025			
Cash Payment	E 101-42210-385	Refuse Removal	Fire Station Service		\$119.70
Invoice	12275328T067	9/1/2025			
Cash Payment	E 226-43235-385	Refuse Removal	Recycling Service		\$856.81
Invoice	12275328T067	9/1/2025			
Cash Payment	E 101-42210-385	Refuse Removal	Fire Station 3 Service		\$49.42
Invoice	12275328T067	9/1/2025			
Transaction Date	9/3/2025		First Bank & Trust 10100	Total	\$2,155.01
Refer	0 ASPEN MILLS, INC.		-		
Cash Payment	E 101-42210-214	Clothing & Personal Equ	Cielocha; Polos, Shirts, Patches		\$334.79
Invoice	354469	5/19/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$334.79
Refer	0 ASPEN MILLS, INC.		-		
Cash Payment	E 101-42210-214	Clothing & Personal Equ	Cielocha; Polos, Badge		\$200.85
Invoice	355473	6/5/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$200.85
Refer	0 ASPEN MILLS, INC.		-		
Cash Payment	E 101-42210-214	Clothing & Personal Equ	Cielocha; Custom Badge		\$82.85
Invoice	357114	7/8/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$82.85
Refer	0 ASPEN MILLS, INC.		-		
Cash Payment	E 101-42210-212	Motor Fuels	Borstner; Pants		\$57.95
Invoice	360364	8/29/2025			
Transaction Date	9/4/2025		First Bank & Trust 10100	Total	\$57.95
Refer	0 AYSHFORD, NATE		-		
Cash Payment	E 101-43220-434	Conferences/Meetings	Fall Maintenance Expo for 8 employees		\$360.00
Invoice	1490283994	8/28/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$360.00
Refer	0 BANYON DATA SYSTEMS		-		
Cash Payment	E 602-49451-421	Software Licensing	UB Software Support		\$1,455.00
Invoice	00166810	9/1/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$1,455.00
Refer	0 BDM Construction		-		
Cash Payment	R 601-37100	Water Sales (Residential)	Refund of Overpayment at Closing; 1064 241st LN NE		\$83.68
Invoice	1064 241st	8/25/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$83.68
Refer	0 Bjorklund		-		
Cash Payment	E 101-43220-404	Street Maint Services	2025 Gravel Road Resurfacing Project		\$30,844.62
Invoice	102095	8/13/2025			
Transaction Date	9/2/2025		First Bank & Trust 10100	Total	\$30,844.62



Payments

Current Period: September 2025

Refer	0 CAPSTONE HOMES	-			
Cash Payment	R 101-34104 Bldg Plan Reviews	Partial Refund of Plan Review Fee overpayment			\$1,191.52
Invoice	090325	9/3/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$1,191.52
Refer	0 Cedar East Bethel Lions	-			
Cash Payment	E 226-43235-307 Professional Services F	Recycling			\$1,300.00
Invoice	09 2025	9/2/2025			
Cash Payment	E 226-43235-307 Professional Services F	Monthly Drop off Saturday			\$419.72
Invoice	09 2025	9/2/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$1,719.72
Refer	0 CENTRAL TRAILER SALES INC	-			
Cash Payment	E 101-43201-229 Equipment Parts	Land Pride; Grease Seal, Bearing, Grease Cap			\$23.38
Invoice	83341	9/2/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$23.38
Refer	0 CINTAS CORPORATION	-			
Cash Payment	E 101-43220-403 Bldgs/Facilities Repair/	Rugs/Mats			\$9.33
Invoice	4241958120	9/2/2025			
Cash Payment	E 101-43201-214 Clothing & Personal Equ	Uniforms/Parks			\$34.22
Invoice	4241958120	9/2/2025			
Cash Payment	E 101-43220-214 Clothing & Personal Equ	Uniforms/Streets			\$34.22
Invoice	4241958120	9/2/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$77.77
Refer	0 CINTAS CORPORATION	-			
Cash Payment	E 101-43220-403 Bldgs/Facilities Repair/	Rugs/Mats			\$9.08
Invoice	4241302203	8/26/2025			
Cash Payment	E 101-43201-214 Clothing & Personal Equ	Uniforms/Parks			\$33.31
Invoice	4241302203	8/26/2025			
Cash Payment	E 101-43220-214 Clothing & Personal Equ	Uniforms/Streets			\$33.31
Invoice	4241302203	8/26/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$75.70
Refer	0 Connexus Energy	-			
Cash Payment	E 404-40400-307 Professional Services F	1447 192nd Ave - New Electrical Service			\$2,642.53
Invoice	SORD000W2502561	8/29/2025			
Transaction Date	9/5/2025	First Bank & Trust	10100	Total	\$2,642.53
Refer	0 Evergreen Recycling	-			
Cash Payment	E 226-43235-307 Professional Services F	Recycling Charges			\$1,197.50
Invoice	3828	9/3/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$1,197.50
Refer	0 FACTORY MOTOR PARTS	-			
Cash Payment	E 101-42210-221 Motor Vehicles Parts	Duty 1; Strut Assy, Shock Absorber, Stabilizer Bar, Sparkplug, Top Cop Pads			\$779.78
Invoice	159-144820	8/21/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$779.78
Refer	0 FORCE AMERICA	-			
Cash Payment	E 101-42210-221 Motor Vehicles Parts	Hollow Hex O-ring Plug			\$20.81
Invoice	IN001-2092708	8/21/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$20.81
Refer	0 GERARD, GRACE	-			
		City Council Packet, page 109			



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Current Period: September 2025

Cash Payment	E 101-41910-434	Conferences/Meetings	2025 APA MN Planning Conference Registration	\$470.19
Invoice	2025 APA	8/29/2025		
Transaction Date	9/2/2025	First Bank & Trust	10100	Total \$470.19
Refer	0 GOPHER STATE ONE CALL			-
Cash Payment	E 101-43220-307	Professional Services F	One Call Locate Service	\$18.90
Invoice	5080358	8/31/2025		
Transaction Date	9/3/2025	First Bank & Trust	10100	Total \$18.90
Refer	0 GRAINGER			-
Cash Payment	E 101-43220-211	Cleaning Supplies	Paper Towels, Toilet Paper	\$294.76
Invoice	9626067731	9/2/2025		
Transaction Date	9/3/2025	First Bank & Trust	10100	Total \$294.76
Refer	0 GRAINGER			-
Cash Payment	E 615-49851-211	Cleaning Supplies	Toilet Paper, Trash Bags, Paper Towels, Floor Cleaner, Air Filters	\$988.13
Invoice	9624074655	8/28/2025		
Transaction Date	9/3/2025	First Bank & Trust	10100	Total \$988.13
Refer	0 INNOVATIVE OFFICE SOLUTIONS			-
Cash Payment	E 101-41320-201	Office Supplies	Laminate Sheets, Paper, Towels, Trash Bags	\$212.95
Invoice	IN4914356	8/22/2025		
Transaction Date	9/2/2025	First Bank & Trust	10100	Total \$212.95
Refer	0 Johnson, Brendan			-
Cash Payment	G 101-24500	Escrow	Escrow Release for completed Landscaping	\$6,600.00
Invoice	20250822	8/22/2025		
Transaction Date	9/2/2025	First Bank & Trust	10100	Total \$6,600.00
Refer	0 JOHNSON, DENISE K			-
Cash Payment	G 101-24500	Escrow	Escrow Release for completed landscaping	\$6,600.00
Invoice	20250822	8/22/2025		
Transaction Date	9/2/2025	First Bank & Trust	10100	Total \$6,600.00
Refer	0 LRS PORTABLES OF MINNESOTA			-
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Booster Park West	\$430.00
Invoice	MP280692	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; City Hall	\$120.00
Invoice	MP280693	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Booster Park East	\$310.00
Invoice	MP280691	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Norseland Park	\$80.00
Invoice	MP280694	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; John Anderson Park	\$150.00
Invoice	MP280695	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Cedar Creek	\$80.00
Invoice	MP280696	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Whispering Oaks	\$80.00
Invoice	MP280698	8/21/2025		
Cash Payment	E 226-43235-415	Other Equipment Rental	Recycle Center Satellite Renta	\$80.00
Invoice	MP280697	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Maynard Peterson	\$80.00
Invoice	MP280700	8/21/2025		
Cash Payment	E 101-43201-415	Other Equipment Rental	Park Satellite Rental; Coon Lake Beach	\$80.00
Invoice	MP280699	8/21/2025		



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Current Period: September 2025

Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$1,490.00
Refer	0 <u>MACQUEEN</u>				
Cash Payment	E 101-42210-214	Clothing & Personal Equ	Cairns Leather		\$64.05
Invoice	p51623	7/10/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$64.05
Refer	0 <u>MANSFIELD OIL COMPANY</u>				
Cash Payment	E 101-42210-212	Motor Fuels	Fire Unleaded Fuel		\$570.64
Invoice	26866711	8/25/2025			
Cash Payment	E 101-43201-212	Motor Fuels	Park Unleaded Fuel		\$489.12
Invoice	26866711	8/25/2025			
Cash Payment	E 101-43220-212	Motor Fuels	Street Unleaded Fuel		\$211.95
Invoice	26866711	8/25/2025			
Cash Payment	E 101-42410-212	Motor Fuels	Building Dept Unleaded Fuel		\$358.70
Invoice	26866711	8/25/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$1,630.41
Refer	0 <u>MANSFIELD OIL COMPANY</u>				
Cash Payment	E 101-42210-212	Motor Fuels	Fire Unleaded Fuel		\$486.16
Invoice	26880913	8/29/2025			
Cash Payment	E 101-43201-212	Motor Fuels	Park Unleaded Fuel		\$416.71
Invoice	26880913	8/29/2025			
Cash Payment	E 101-43220-212	Motor Fuels	Street Unleaded Fuel		\$180.57
Invoice	26880913	8/29/2025			
Cash Payment	E 101-42410-212	Motor Fuels	Building Dept Unleaded Fuel		\$305.59
Invoice	26880913	8/29/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$1,389.03
Refer	0 <u>MARTIN MARIETTA MATERIALS</u>				
Cash Payment	E 101-43220-224	Street Maint Materials	MV4 Wear Rec		\$83.55
Invoice	46871535	8/20/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$83.55
Refer	0 <u>MENARDS FOREST LAKE</u>				
Cash Payment	E 101-43201-223	Bldg/Facility Repair Sup	S Hooks		\$6.16
Invoice	64043	8/25/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$6.16
Refer	0 <u>METRO INET</u>				
Cash Payment	E 101-41320-309	Information Systems	Computer and Network Support		\$1,254.74
Invoice	2959	9/1/2025			
Cash Payment	E 101-41520-309	Information Systems	Computer and Network Support		\$1,135.61
Invoice	2959	9/1/2025			
Cash Payment	E 101-41910-309	Information Systems	Computer and Network Support		\$398.39
Invoice	2959	9/1/2025			
Cash Payment	E 101-42410-309	Information Systems	Computer and Network Support		\$1,135.61
Invoice	2959	9/1/2025			
Cash Payment	E 101-43220-309	Information Systems	Computer and Network Support		\$747.15
Invoice	2959	9/1/2025			
Cash Payment	E 101-43201-309	Information Systems	Computer and Network Support		\$29.78
Invoice	2959	9/1/2025			
Cash Payment	E 101-42210-309	Information Systems	Computer and Network Support		\$2,548.41
Invoice	2959	9/1/2025			
Cash Payment	E 601-49401-309	Information Systems	Computer and Network Support		\$354.31
Invoice	2959	9/1/2025	City Council Packet, page 111		



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Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$7,604.00
Refer	0 METRO PRODUCTS, LLC				
Cash Payment	E 101-43220-215	Shop Supplies	Shop Supplies		\$99.06
Invoice	187972	8/27/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$99.06
Refer	0 METROPOLITAN COUNCIL ENV SV				
Cash Payment	E 602-49451-307	Professional Services F	Wastewater Treatment Services		\$5,845.02
Invoice	0001192451	9/2/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$5,845.02
Refer	0 METROPOLITAN COUNCIL SAC				
Cash Payment	G 602-20820	Due to MCES-SAC Fees	MCES SAC Charges		\$28,665.00
Invoice	08 2025	9/1/2025			
Cash Payment	R 602-34407	Sewer Availability Charge	MCES SAC Charges		-\$286.65
Invoice	08 2025	9/1/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$28,378.35
Refer	0 MIDCONTINENT COMMUNICATION				
Cash Payment	E 101-42210-321	Telephone	132997001-Fire Dept.		\$96.14
Invoice	13864340214908	8/20/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$96.14
Refer	0 MN EQUIPMENT				
Cash Payment	E 101-43201-229	Equipment Parts	OEM Primer		\$5.98
Invoice	p76534	8/27/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$5.98
Refer	0 MN EQUIPMENT				
Cash Payment	E 101-43201-229	Equipment Parts	Bulb, Blade		\$255.16
Invoice	p76303	8/22/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$255.16
Refer	0 MN EQUIPMENT				
Cash Payment	E 101-43201-229	Equipment Parts	John Deere Z930; Choke Shaft, Choke Knob, Wheel, Axle, Lock Nut		\$173.43
Invoice	p76754	9/2/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$173.43
Refer	0 MN REVENUE				
Cash Payment	G 101-20400	Sales Tax Payable	Sales Tax Remittance		\$293.00
Invoice	08 2025	9/3/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$293.00
Refer	0 MN STATE FIRE CHIEF ASSOC.				
Cash Payment	E 101-42210-434	Conferences/Meetings	2025 Annual Conference; Uden, Hoffman, Henry		\$1,200.00
Invoice	9646	8/28/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$1,200.00
Refer	0 O REILLY				
Cash Payment	E 101-42210-221	Motor Vehicles Parts	Duty 1; Manifold Set		\$10.29
Invoice	1539-368614	8/21/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$10.29
Refer	0 O REILLY				
Cash Payment	E 101-43220-216	Chemicals and Chem Pr	Wash Mit, Wax		\$22.98
Invoice	1539-371366	9/2/2025			



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Current Period: September 2025

Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$22.98
Refer	0 PATS SMALL ENGINE PLUS				
Cash Payment	E 101-43201-229	Equipment Parts	JD Z930's: Blades		\$66.96
Invoice	20250902	9/2/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$66.96
Refer	0 PATTON HEATING AND AIR				
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	Service call City Hall		\$1,668.00
Invoice	2241 221st 9225	9/2/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$1,668.00
Refer	0 PLUNKETTS PEST CONTROL				
Cash Payment	E 101-41940-223	Bldg/Facility Repair Sup	Pest Control City Hall		\$84.50
Invoice	10121621	9/1/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	Pest Control Fire Stations		\$298.48
Invoice	10121621	9/1/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$382.98
Refer	0 R & R Specialities, Inc.				
Cash Payment	E 615-49851-403	Bldgs/Facilities Repair/	Arena Ice Paint		\$2,354.25
Invoice	0090545-IN	8/25/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$2,354.25
Refer	0 SPEEDWAY #4788				
Cash Payment	E 101-42210-212	Motor Fuels	Fuel		\$10.63
Invoice	1011765	9/1/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$10.63
Refer	0 SUPERIOR CONTROL SYSTEMS				
Cash Payment	E 602-49451-403	Bldgs/Facilities Repair/	Lift Station Repairs		\$2,144.80
Invoice	630	8/17/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$2,144.80
Refer	0 SUPERIOR CONTROL SYSTEMS				
Cash Payment	E 602-49451-403	Bldgs/Facilities Repair/	Lift Station Repairs		\$667.65
Invoice	629	8/17/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$667.65
Refer	0 T MOBILE				
Cash Payment	E 101-43220-321	Telephone	Acct #993254762 Jer		\$30.02
Invoice	09 2025	8/21/2025			
Cash Payment	E 101-42410-321	Telephone	Acct #993254762 Steve		\$30.02
Invoice	09 2025	8/21/2025			
Cash Payment	E 101-42210-321	Telephone	Fire Dept Phones-Ben & Jeff		\$95.05
Invoice	09 2025	8/21/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$155.09
Refer	0 TIMESAVER				
Cash Payment	E 101-41320-307	Professional Services F	8/25/25 Council Meeting Minute Transcription		\$172.00
Invoice	30958	8/28/2025			
Cash Payment	E 101-41910-307	Professional Services F	8/26/25 Planning Meeting Minute Transcription		\$172.00
Invoice	30959	8/28/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$344.00
Refer	0 TOWMASTER				
Cash Payment	E 701-43220-550	Motor Vehicles	Lift Gate for Public Works Pickup Truck		\$5,593.00
Invoice	90001521	8/28/2025	City Council Packet, page 113		



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Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$5,593.00
Refer	0 TRUE NORTH STEEL				
Cash Payment	E 101-43220-224	Street Maint Materials	Galvanized Steel		\$749.28
Invoice	BL0000019045	8/26/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$749.28
Refer	0 VERIZON				
Cash Payment	E 101-42210-321	Telephone	542341734-00001Fire Dept		\$560.14
Invoice	6121345344	8/18/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$560.14
Refer	0 WRIGHT HENNEPIN				
Cash Payment	E 601-49401-403	Bldgs/Facilities Repair/	15016813716.Minard Bldg		\$42.95
Invoice	35032419943	8/28/2025			
Cash Payment	E 615-49851-403	Bldgs/Facilities Repair/	15016814169-Arena		\$44.90
Invoice	35032419943	8/28/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	150-1691-9318-City Hall		\$46.40
Invoice	35032419943	8/28/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	150-1699-5194-Senior Center		\$11.00
Invoice	35032419943	8/28/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	150-1699-8850-Station #1		\$27.50
Invoice	35032419943	8/28/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	150-1699-8853-Station #2		\$22.00
Invoice	35032419943	8/28/2025			
Cash Payment	E 601-49401-403	Bldgs/Facilities Repair/	150-1699-8854-Whispering Aspen		\$5.50
Invoice	35032419943	8/28/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	150-1699-8855-Station #2		\$5.50
Invoice	35032419943	8/28/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	150-1699-8857-City Hall		\$22.00
Invoice	35032419943	8/28/2025			
Transaction Date	9/4/2025	First Bank & Trust	10100	Total	\$227.75
Refer	0 ZAHL PETROLEUM				
Cash Payment	E 101-43220-403	Bldgs/Facilities Repair/	Curb Pump Hose, Swivel, Green Nozzle, Reconnectable Breakaway		\$1,410.40
Invoice	0221790	8/25/2025			
Transaction Date	9/2/2025	First Bank & Trust	10100	Total	\$1,410.40
Refer	0 Ziegler Inc.				
Cash Payment	E 101-43220-229	Equipment Parts	Bearings		\$33.70
Invoice	IN002032366	8/20/2025			
Transaction Date	9/3/2025	First Bank & Trust	10100	Total	\$33.70



Payments

Current Period: September 2025

Fund Summary

	10100 First Bank & Trust	
101 General		\$68,678.31
226 Recycling		\$3,854.03
404 Park Dedication		\$2,642.53
601 Water		\$486.44
602 Sewer		\$38,490.82
615 Arena		\$3,758.50
701 Equipment Replacement		\$5,593.00
		<hr/>
		\$123,503.63

Pre-Written Checks	\$293.00
Checks to be Generated by the Computer	\$123,210.63
	<hr/>
Total	\$123,503.63

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

August 11, 2025

The East Bethel City Council met on August 11, 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

1.0 Call to Order

The August 11, 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

None.

5.0 Public Forum

None.

6.0 Consent Agenda

Item A: Approve Bill List

Item B: Approve the Tabled Meeting Minutes July 14, 2025 City Council Meeting

Item C: Approve Meeting Minutes, July 28, 2025 City Council Meeting

Item D: Approve the Hire of Seasonal Ice Arena Attendants and Advertisement

Item E: Approve Hire of New Fire Fighter

~~Item F: Approve Posting of Request for Proposal: Facility Needs Study~~

Erkel requested to pull Item F.

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 F Approve Posting of Request for Proposal: Facility Needs Study

Erkel asked for more information on what the City thinks the facility needs and why the staff cannot do this.

Look stated that the needs study would be a professional to come in and look at the age of the facility, the age of the roof, the age of the bathrooms, and determine where they might want to go for a Fire Station or Public Works site. Look noted that it helps the City identify possible future needs.

1 Erkel stated that she does not think it is feasible to pay someone to do this, and she believes they
2 need a new fire station and a new maintenance facility, but they do not have the money right now, so
3 they should be setting aside money for that now.

4 Look clarified that this is to go out for an RFP to see what a study might cost, and then the Council can
5 decide whether they want to proceed with the study.

6 **Erkel stated I'll make a motion to approve Item F of the Consent Agenda. Mundle stated I'll**
7 **second.** Anderson asked any discussion?

8 Anderson asked what facilities they were looking at. Look noted that they would be looking at a new
9 Fire Station, Public Works site, City Hall, Community Center, and get an understanding of where they
10 are currently and how much longer the buildings are going to last.

11 Miller asked if they were just getting quotes for this. Look stated they are just looking for an RFP to
12 see how much it would cost.

13 Smith asked if they have anyone who is maintaining their buildings. Look stated that Ayshford
14 oversees that, and their Public Works guys are skilled in some maintenance things.

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

17 **7.0 New Business. Commission, Association, and Task Force Reports**

18 **7.0 A Planning Commission**

19 None.

20 **7.0 B Economic Development Authority**

21 None.

22 **7.0 C Park Commission**

23 None.

24 **8.0 Department Reports**

25 **8.0 A Community Development**

26 None.

27 **8.0 B Engineer Report**

28 None.

29 **8.0 C City Attorney**

30 None.

31 **8.0 D Finance**

32 None.

33 **8.0 E Public Works**

34 None.

35 **8.0 F Fire Department**

36 None.

37 **8.0 G City Administrator Report**

38 **8.0 G.1 Approve BDM Lease Amendment**

39 Mundle noted that he will be abstaining from this item.

1 Look stated that on July 28, 2025, they brought forward the BDM Lease Amendment, and they are
2 bringing this item back today to vote on after it was sent to the principal.

3 Look outlined the terms of the Lease Amendment as follows:

- 4 • BDM will pay the City \$300 monthly for their share of electricity, internet, water, and
5 sewer and other expenses that would fall into the category of common area maintenance,
6 as well as the placement of a business sign.
- 7 • That both parties consider the road improvement deficiency would be satisfied through
8 the application of interest that was generated from the original \$1,700,000 million
9 purchase price, in addition to installments made by the developer, and interest generated
10 off the \$2000 installments per permit issued.
- 11 • The City agrees not to pursue past taxes that should have been paid on the portion of
12 City property that was used for commercial purposes.
- 13 • The City agrees to the amount of \$6,000.00 SAC fee and \$500.00 WAC fee as defined
14 by the contract.
- 15 • BDM will vacate the property in 3 years from the signing of this agreement or renegotiate
16 a suitable agreement with the City.

17 Look stated that he received a **text message at 3:45 PM this afternoon** from Brian Mundle Sr. that
18 changes are needed to the Lease and will be sent over to the City when those changes are made.

19 Smith asked if there was an agreement at the end of the meeting to move forward with the draft.

20 Anderson stated that there was a verbal agreement. **Smith asked if you shook hands after the**
21 **meeting and the subsequent agreement, Miller said he shook hands. Administrator Look was asked,**
22 **and responded yes, that we shook hands on the agreement. Miller stated that he wants to put his**
23 **behind us and move on.**

24 **Smith clarified so now there is going to be more changes. In my opinion, what I am seeing from the**
25 **whole thing, is that we are being played. That's my opinion: if you have an agreement and**
26 **handshake. To me, years ago, means something. Obviously, it must not now; but it's like we are being**
27 **played and stuff is being stretched out.**

28 Smith recalled the April 28, 2025, City Council meeting when he asked Mundle if he was in the
29 interest of the residents or the business. Smith stated that Mundle does not have the interests of the
30 residents of East Bethel in mind.

31 Mundle interjected that he is abstaining.

32 Smith stated that Mundle always chirps in when it is convenient for him, **and Mundle still opens his**
33 **mouth and still cuts into the conversation even after he has abstained.**

34 **Smith stated this, in my opinion... we are being misled bigtime. It has costed the residents of East**
35 **Bethel hundreds of thousands of dollars – the way this has been handled – so I don't agree with none**
36 **of this. So, what I am going to do is make a motion to evict BDM construction – Firebird Land, LLC –**
37 **out of our city-owned building and be done with this.**

38 **Anderson stated that there is a motion, and asked for a second.**

39 **Miller stated before I second something like this, I'd like to say something. We went in to negotiate**
40 **something in good faith – I don't know how many times – but this last time was 2 ½ hours. We went**
41 **in to try and get this city's tax dollars and to protect the city's residents from covering these bills.**
42 **Was it the amount we wanted? No, it was negotiated to the point that we agreed that this would**
43 **cover the basics of what was needed so that we were not in violation of any statutes for using**

1 taxpayers' dollars. I am extremely disappointed right now that this is being done to the city. I
2 thought we had turned the corner with this, and I agree with Jim (Smith) right now. This seems to be
3 a game that keeps getting played out at our expense. It's unacceptable for the city to do business like
4 this and keep being put in a position where we have no control over our own building for god's sakes.
5 This is our city's building, this is our city's tax dollars. No matter how you look at it, when the bills
6 come for that building, a portion of that being used is being used by a private business. We thought
7 we had an end to this. Two weeks ago, we were told nobody saw the paperwork... even though it was
8 posted on a Friday. It's been out there for two more weeks and a couple hours before tonight's
9 meeting we don't have an agreement? I would say if they don't sign this thing, we have no choice.
10 And I will agree we have no choice, if they don't sign as it was, because this is the way it was... this
11 was the deal. So **I am going to second Jim's (Smith) motion** based on the actions of what happened
12 today. Because we cannot be held as city like this any longer. We tried to do the right thing, we tried
13 to make it fair. Three hundred dollars to cover the expenses of any developmental company, is so
14 fair, it is not even funny. And to just keep dinking around with us and say we have to change this or
15 change that... We need to stay in charge. We need to become in charge, and we need to take charge
16 of our taxpayer's dollars, and we can't do this anymore. So, I am going to second that motion.

17 Anderson asked any discussion?

18 Anderson noted I'd like to bring up the point that the letter of intent that we sent to Mr. Mundle,
19 which went out to him via email on the 29th, right in that letter it states 20 days. 20 days from the
20 29th, that's a week from today that he has the right to respond. This is our legal letter that was sent
21 to him.

22 Smith stated that he didn't know that.

23 Anderson said yes, it says right here. It says right in the deal: 20 days.

24 Miller asked why do we not have a copy of this legal letter? How do you have a copy of it, and the
25 rest of the council doesn't? We have no knowledge of it.

26 Anderson stated that this letter is right in your deal on page 37. It's the second-to-the-last paragraph
27 on page 38, actually. He has to the 18th legally, or binding, I should say. It was documented on the
28 25th, but we brought it up that evening on the 28th. He claimed he hadn't received it yet, so Mr. Look
29 and staff sent it out on the 29th... the next day, right, Matt?

30 Look stated that he did, and Mr. Mayor and Council, I think part of the confusion was the July 25th via
31 email communication that is on there, evidently wires got crossed, it did not go out on the 25th, we
32 did send it on the 29th and the 20 days is correct, however given the message I got this morning, I'm
33 sorry – this afternoon – at 3:25 PM, this won't even be accurate anymore given whatever changes are
34 proposed.

35 Anderson stated, No, I agree; I'm just saying...

36 Look stated that even after 20 days given whatever changes they have, they can't agree to this
37 because they don't agree based on some change they want to make.

38 Anderson contended yeah but a nonbinding agreement is an agreement between both parties, and
39 once it is drafted, both parties need to sign it too. I'm just trying to keep us legal here.

40 Look stated Mr. Mayor and Council if this was agreeable to Mr. Mundle sr, 20 days he can sign
41 anywhere in-between there and this council meeting today would have been appropriate for that,
42 that is why we had it on the agenda. We do not have another council meeting within that 20-day
43 window, so we would have approved it past the 20 days from a calendar standpoint, but regardless, it

1 sounds like based on their position, it will be a forced expiration and then a reissue which will mean
2 more legal more cost involved in redrafting, I am assuming he is working with his attorney, and then
3 whatever they come back to us with, we will have our attorney review to make sure it is within our
4 best interests and it may go back and forth 3 or 4 iterations before we land on what we ultimately
5 hand-shook on that day.

6 Smith stated that the way I look at it, you got your text message at 3:25pm today basically saying this
7 is not what he is agreeing to the changes or whatever, this has been drafted with the agreement
8 between you guys's meeting and him, but now he is not agreeing. So the 20 days is never going to
9 change, he's already saying no to what you have.

10 Anderson stated that it could still be an agreement. It's just in some of the verbiage of what we have
11 written back to him.

12 Smith disagreed, stating but he says there is going to be some changes, so he's not in agreement with
13 what is written here.

14 Miller asked Mr. Attorney, how do we adjust this so that we are not just going back and forth 100
15 times and this fades away like it always does? This needs to come to a conclusion, and if we are
16 waiting until the last hour to get notes like this, there needs to be some seriousness now. We mean
17 business as a city, and I understand he wants a contract which he wants control of in writing again.
18 Ok, when you agree to something, how are we finding ourselves behind an 8 ball constantly, when
19 we shouldn't be, when we have a verbal agreement and a handshake, how do we make motion that
20 says listen, this has got to end, this going back and forth. When we agree on something we agree on
21 something, then let's do it. I mean I'm tired of sitting up here and talking about this. I'm tired of
22 bothering you and the residents have got to be getting sick of this. But this keeps coming up year
23 after year after year and we never have a resolution to it. Now we finally have a resolution, it is not
24 the greatest, but it is something that covers the taxpayers, it means the taxpayers are not paying
25 anymore for this, and now here another month goes by. Alright, what can we say? This has got to be
26 done or else. We don't want to play this game anymore... I don't want to play this, I don't think the
27 city wants to play it, and I certainly don't want to use anybody's money anymore... so how do we
28 come to this conclusion? How do we end this?

29 Saufley stated that at this point, the LOI is part of the negotiation process, it is clear we are still in that
30 process, it may be breaking down. As we have discussed, there is still more time for BDM to respond
31 with whatever their changes are, it doesn't get to the point of your question. Ultimately, we are
32 stuck maneuvering with the agreement that currently exists, that everyone is agrees is poorly drafted
33 and is ambiguous about some terms, no one is really quite sure about where either party stands, if
34 the chips were to fall on the floor. That said, I think the city is taking the right steps to negotiate a
35 solution here. As you've discussed as the mayor articulated, we don't really know what the objections
36 are at this point from BDM. They could be superficial, terms of phrase or language, or the changes
37 could be material too, we don't know. I think that I have heard your message loud and clear, and
38 anyone listening has heard it loud and clear, that you don't want to be playing games anymore –
39 seeking finality – and in any negotiations, at some point the negotiation stops. That's maybe the best
40 answer I can give you on where does this go, what can we do about it. Because right now there is an
41 operative agreement, and we are all working under it the best that we know and can, and we are
42 seeking to revise and resolve it.

43 Look asked would it be advantageous in the motion that is currently on the table to have a friendly
44 amendment that says if this is not resolved by the 19th that it goes into effect, the eviction? I believe
45 the 18th is the 20 days.

1 Anderson stated yes, the 19th is the 20th day. I want to get this resolved as well as anyone else does.
2 It doesn't benefit the city at all until we get this resolved. So, I just want to make sure we're doing
3 this by just cause and not hung out here.

4 Saufley stated Mr. Look, to your question, the city can take the eviction action if that's what it wants
5 to do. We put deadlines in agreements for a couple of reasons; 1. Is to pressure towards an
6 agreement 2. is to make sure that agreements end, so that if they are forgotten about or just drop off
7 the table, they just go away and we don't have to worry about them being effective. So there is kind
8 of a double purpose there. Enforcing the termination language and bringing an eviction action on the
9 tail end of that is a clear signal to the other party what we are intending to do and the steps we are
10 going to take.

11 Smith asked so, can I add to my motion then that the deadline is August 18th, 2025? That this needs to
12 be signed or we are going forward with the eviction?

13 Saufley stated you certainly can make that amendment. Practically speaking what if they come back
14 with a change that is different, what will that do to your ultimatum. We would have to come back
15 and discuss at the next meeting as to what to do with it. You can always call a special meeting.

16 Smith stated we need to get this done. I agree with what Tim (Miller) says, too; this keeps stretching
17 on and stretching on.

18 Look addressed the council and stated I would make it the 19th, since it goes through the 18th, so
19 there is no question as to "I had the 18th or whatever to still decide".

20 Miller stated yeah, we need resolution. We had a deal, now we don't have a deal; I'm okay with that.
21 I didn't see that in there, either; thank you Mayor. We need to do this properly for the city. We need
22 to give everyone enough time, obviously, but I am disappointed this is coming through at the last
23 minute – just before a meeting – when there was more than enough time ahead of time take this off
24 the agenda.

25 (Everyone agreed.)

26 **Smith stated** so, I guess **I will add to my motion, there is a deadline of August 19th, 2025; that this**
27 **needs to be signed by both parties or we start the eviction process.** Is that alright to do it that way,
28 Jacob?

29 Saufley addressed the Mayor and Council, stating I am not here to advise on policy and what
30 direction you decide to take with how you choose to act, but that would be a power that you have.
31 You certainly can make that motion, then you could second it and you could adopt it, and we will
32 carry it forward.

33 Miller stated we certainly don't want to put the city in any more legal issues that it already has, but
34 we need to be smart at it also, so under your advice, if this is something we can do, I think we should.
35 If it goes back and forth, it will be another month and then another month after that. One change
36 can come back, that's two weeks. If we don't like the change, it's another two weeks, there's another
37 \$300, there's another \$300. This stuff adds up, you take 21 years it adds up. This a long time to be
38 doing this. We are not going to run away from this one. We are fighting for the City and we are
39 fighting for what's right for the City tax dollars here, so we have to have some sort of deadline for
40 what we are going on, especially when we have deals that have been agreed upon. And I don't see
41 any language in this that has changed from the original deal that we discussed, and that's the
42 problem that I am having right now. I'm disappointed with this. I think it's a phenomenal deal, not
43 one for the City, but it covers what needed to be covered from violating any statutes with our City's

1 tax dollars, and like Jim said, I feel like I'm being played, I feel stupid right now, okay because I
2 thought this was done, I was happy it was done, do don't have to deal with it in the future with an
3 end date to this contract and we had the bills covered up there, but now we are back to square one,
4 but this time its going to have a certain number of days on it, right? So how does this motion look
5 then?

6 Look stated so he (Councilmember Smith) made a motion to amend, and you need to amend your
7 second.

8 **Miller stated I will amend my second.**

9 **Anderson stated we have a motion to amend, and a second. Anderson asked any discussion? To the**
10 **motion, all in favor say aye. Aye – Miller, Smith, Erkel. Anderson asked any opposed? Nay –**
11 **Anderson. Abstain – Mundle.**

12 **Anderson stated I will oppose it because I feel we should still be sitting down, but motion passes.**
13 **Amended motion passes.**

14 9.0 – Other Items

15 9.0 A Staff Report

16 Look stated that they decided to bring an intern on board to digitize the files, but the intern had an
17 emergency out of the country and would not be able to complete this internship. Look stated that
18 staff will work on figuring out a way to get this started.

19 Look updated that the City lost the deal on the 1347 Sims Road property. Look stated that the
20 appraisal company said it would take 4 weeks to complete the appraisal. The seller stated they were
21 pulling out and did not want to sell to the City anymore.

22 Look stated that they had an administrator meeting put on by the County, and the topic got to the
23 issue of the levy. Look noted that the County is coming in at a 9.9% levy increase, and East Bethel was
24 by far the lowest of all the cities there.

25 Look stated that they got a letter from the League of Minnesota Cities saying that Senator Cal Barr
26 has been selected as a League of Minnesota Cities Legislature of Distinction for 2025 due to his
27 accessibility and consistent availability.

28 Miller asked if they are paying twice for minutes that are being tabled and reincluded in the next
29 packets.

30 9.0 B Council Reports

31 Smith asked if CivicPlus would help with meeting minutes. Look stated that one of the modules seems
32 to include a word-for-word option for minutes.

33 Look stated that the Council has not chosen to pay for verbatim minutes, but CivicPlus may be able to
34 help with that in the future.

35 Erkel stated that she attended the Local Government Officials meeting, and they went over recycling
36 programs, and East Bethel was recognized for doing a good job. Erkel noted that the City could
37 consider doing organic recycling, which is what they are missing right now.

38 Erkel asked about the election control that was voted on in Anoka County. Look stated that it was
39 regarding the storage of the iPads used for checking people in, and he noted that he would look into
40 anything regarding election control being taken away.

41 Erkel stated that they are struggling with yellow water at the Senior Center.

1 Erkel stated that they have a Craft and Vendor Sale on October 25, 2025, and they will have flyers and
2 posters coming out soon.

3 Miller stated that they have a big Parks and Recreation meeting tomorrow to discuss the budget for
4 this year and next year.

5 Mundle thanked the residents who hosted the night out parties.

6 Mundle stated that they have a Booster Day meeting on Wednesday, August 13, 2025, at 6:30 p.m.

7 Anderson stated that he was able to make it out to some of the parties, and he had a good time.

8 **10.0 Adjourn**

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

11 Meeting adjourned at 7:49 p.m.

12 Submitted by:

13 Lilian Rokosz

14 *TimeSaver Off Site Secretarial, Inc.*

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL WORK MEETING

August 25, 2025

The East Bethel City Council met on August 25, 2025, at 5:30 p.m. for the regular City Council Work meeting at City Hall.

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

ALSO PRESENT: Matt Look, City Administrator
 Jeff Cielocha, Fire Chief

1.0 – Gimpl IUP Enforcement

Look noted that they have repealed the animal containment and horse IUPs. Look updated that Ayshford identified seven horses on the property that he could count and stated that there is a violation of City Ordinance.

Look noted that the previous Council would follow up on the violation with three letters, and if there is no response, they would send it to the City Attorney to go to court. Look stated that now the violation would be brought to a work meeting to be discussed, which is what they are doing today.

Anderson asked what their options are. Look stated that an IUP is clearly laid out, and the resident has 30 days.

Mundle asked what communication had been sent out to Mrs. Gimpl. Look stated that no communication has been sent besides the IUP being pulled at the City Council meeting.

Mundle stated that he thinks they should send a letter first to see her plan.

Miller asked what Gimpl's options are. Look noted that he is not in the horse business, but assumes they would have to give them away or find people to rescue them.

Look noted that Mrs. Gimpl can apply for a new IUP, but it would still have to align with the necessary acreage needed per horse.

Look stated that they did not initially send a letter because Mrs. Gimpl knows what was required of her when the IUP was pulled, and asked what information they would like in the letter and what they are asking of her.

Anderson noted that even if she reapplies for an IUP, she has already gone over her 60 days. Anderson stated that he thinks they need to emphasize some timeline with this.

Mundle recommended that once the letter is issued, Mrs. Gimpl only has two weeks to communicate a plan of action to City Hall. Anderson noted that she needs to submit a timeline.

2.0 – HME Fire Apparatus Discussion

Fire Chief Cielocha stated they have three front-line fire engines, E11-2003, E21-2013, and E31-2013.

Cielocha stated that E11 was purchased for \$280,000 in 2003, was refurbished in 2019, and the engine was rebuilt in 2021.

Cielocha noted that Pierce in Appleton, WI, offers a pre-built truck that can be ready in 2-4 weeks.

1 Cielocha stated that E21 has no scheduled replacement year, and E31 is unique to Fire Station 3 and
2 is custom-built for that smaller station.

3 Cielocha stated they have two tankers to help with rural water delivery.

4 Cielocha stated that they have two rescues slated for replacement in 2026, but recommends that
5 those not be replaced now because they have more pressing needs.

6 Cielocha stated that the two wildland pickups are working as they should and are on the CIP for
7 replacement sometime after 5 years.

8 Cielocha stated that NFPA 1901 and 1911 gave them the best practice for the fire department and
9 apparatus replacements. The NFPA states that no frontline apparatus should be older than 15 years,
10 and E11 is 22 years old.

11 Cielocha noted that lead times for a custom apparatus are 2.5-4 years out, and lead times for "stock"
12 apparatus are 2 weeks to 13 months.

13 Cielocha stated that HME is based in Wyoming, MI, and has a 13-month lead time with a price of
14 \$750,000-\$975,000 and allows for customization.

15 Cielocha stated that Pierce Saber is based in Appleton, WI, and has a 2-4 week lead time with a price
16 of \$930,000, but has very limited options.

17 Cielocha stated that the opportunity with HME is to almost get two engines for the price of 1 and can
18 save \$1.2-\$1.4 million instead of replacing the engines later on.

19 Cielocha noted they could potentially sell E11 to offset some of the cost.

20 Mundle asked how soon he is looking to move on this item and get an answer. Cielocha stated that
21 this is a big opportunity to save significant money, and HME is looking for direction from the City by
22 December.

23 Cielocha asked for more directions from the Council on whether they should start to pursue this or
24 hold off.

25 Mundle asked how the options from HME compare to their current trucks. Cielocha stated that
26 HME's truck was put next to E11, and they were almost identical. Cielocha noted that they would
27 have to add a pump compartment heater, but everything else was set up as they liked.

28 Anderson asked where E21 would be stored if they kept it as a reserve. Cielocha stated that he has
29 not thought about that yet.

30 Erkel stated that one of the neighboring communities might have extra space in one of their
31 maintenance buildings. Cielocha noted that they could pursue all the options and determine what
32 would work best.

33 Erkel asked if there were any other places that Cielocha could get quotes from besides the two
34 presented tonight. Cielocha noted they are meeting with Fire Safety USA next week and still need to
35 contact Rosenbauer.

36 Cielocha stated that they want to avoid commercial cabs, if possible, because they are not as user-
37 friendly as their current designs.

38 Miller asked how much more work they would need to put into the machine once they get it.
39 Cielocha stated that it should come with everything set up and ready to go except for the loose
40 equipment.

1 Miller stated that he thinks they should get more information on this and thinks the potential of
2 saving \$1.2-\$1.4 million for the City is huge.

3 Smith stated that he agrees, and the opportunity to get two engines for the price of 1 is a great idea
4 to help save taxpayers' dollars.

5 Mundle stated that the extra information could be emailed, or they could meet as needed to present
6 an overview of the fire trucks or any additional quotes.

7 Erkel asked what kind of emissions the new trucks from HME would be. Cielocha stated that it will
8 still be diesel, but in 2027, it was planned that additional emissions requirements would be placed on
9 diesel engines and that the cost would amount to \$75,000-\$125,000 for the emissions updates.

10 Smith asked if they got these trucks before 2027, would they be grandfathered in. Cielocha stated
11 that it is his understanding because E11 and E21 could not be retrofitted to meet those updates.

12 Erkel asked what new technology is in these vehicles. Cielocha stated that there are a lot of changes,
13 and he would have to compile a list of all the technology updates that have been made since 2003.

14 Mundle asked if Cielocha has a spec sheet on the engine. Cielocha stated that he has one of the
15 engine that HME brought in and they looked at. Mundle asked if that could be emailed to the Council.

16 **3.0 – Senior Center Liquor License**

17 Look stated that he talked to Erkel about this, and they had established a cost to change the
18 ordinances to accommodate liquor in parks at around \$3,000. Look asked who should bear the cost
19 to change this, the Seniors or the City.

20 Mundle asked if they could split the cost if it would benefit the seniors.

21 Erkel noted that the seniors are accustomed to the City doing whatever is asked of them for no cost,
22 so they were surprised when the City was considering having the seniors cover the cost.

23 Look stated that there is flexibility in paying it off. Look noted that they are recommending the
24 seniors use a food licensed vendor, and two are currently located in the City.

25 Erkel asked how the State law pertains to a food and liquor-licensed vendor, not just a liquor-licensed
26 vendor. Look stated they can pull up the State law and get that information and ask Frost to provide
27 that information.

28 **4.0 – City Initiated Rezone: 23983 Johnson Street NE, Industrial to Residential**

29 Look stated that he received a phone call from Senator Bahr, who stated that he got a call from a
30 resident who purchased 23983 Johnson Street NE and wanted to put in a pole barn. According to the
31 acreage requirements, it is possible, but based on zoning, it is not possible because it is zoned light-
32 industrial.

33 Look stated that the homeowner could come and file to have his property rezoned for a cost, or the
34 City could initiate a rezoning to residential, and there would be no cost to the resident, and the City
35 would absorb the cost.

36 Erkel stated that she thinks it is common sense that it should be residential. Smith noted that he
37 agrees.

38 Look noted that he will direct Gerard and Lindahl to start that process, and the City will absorb the
39 cost.

1 **5.0 – Adjourn**

2 Work Meeting adjourned at 6:25 p.m.

3 Submitted by:

4 Lilian Rokosz

5 *TimeSaver Off Site Secretarial, Inc.*

6

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

August 25, 2025

The East Bethel City Council met on August 25, 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
 Jeff Cielocha, Fire Chief

1.0 Call to Order

The August 25, 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, adding to the Consent Agenda, Item H, Supplemental Payment Summary. Miller stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

4.0 Presentations and Public Hearings

4.0 A Anoka County Sheriff's Report

Lieutenant Derek Peters presented the July 2025 Sheriff's Report, stating the Sheriff's Department responded to 529 calls for services, 6 thefts, 2 assaults, 3 damage to property, 37 arrests, 218 traffic stops, 23 traffic citations, and discussed notable calls from the month.

Lieutenant Peters stated that the proactive enforcement approach on their roadways has increased numbers compared to last year, directly from tips from community members, which helps them do their jobs better.

Erkel asked if the increase in numbers is Statewide. Peters stated that he has not seen any data for this year, but they are right where they have been for many things, and increasing their traffic enforcement efforts has been an enormous help.

Informational; no action required.

4.0 B Fire Department Monthly Report

Fire Chief Cielocha presented the July 2025 report and noted that they responded to 81 calls, of which 43 were medical, 23 good intents, 8 hazard conditions, 3 service calls, 2 fires, and 2 false alarms. He stated that they had 1 structure fire from a presumed lightning strike.

Fire Chief Cielocha stated that they had 5 new people start on August 12, 2025, and they went through new hire orientation and were introduced to their mentors. Fire Chief Cielocha noted that

1 they are still looking for more people to hire, and the goal is to get 3 additional people to attend the
2 academy in January.

3 Erkel asked what a good intent call is. Cielocha stated that it is smoke alarms sounding or CO alarms
4 going off.

5 **Informational; no action required.**

6 **5.0 Public Forum**

7 Channing Stoll, asked for some pushback regarding East Bethel maintaining autonomy and control of
8 elections. Mr. Stoll noted that the Anoka County Board passed a motion to affirm that the unelected
9 County Auditor gets to decide if cities use electronic poll pads or paper rosters, but he believes that
10 legally belongs at the municipal level.

11 Mr. Stoll encouraged the Council to watch the videos that he sent them to get more details on the
12 work he has been doing to inform cities on what has been happening with election integrity.

13 **6.0 Consent Agenda**

14 Item A: Approve Bill List

15 ~~Item B: Approve Meeting Minutes August 11, 2025 City Council Meeting~~

16 Item C: Approve 2026 Anoka County Law Enforcement Contract

17 ~~Item D: Pay Estimate No. 1 for the 2025 Street Surface Improvement Project~~

18 Item E: Resolution 2025-47, Proclamation of Constitution Week

19 Item F: Conference Attendance for City Planner

20 ~~Item G: Intern for Digital File Transition Project~~

21 Item H: Supplemental Payment Summary

22 Mundle requested to pull Items D and G. Smith requested to pull Item B.

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

26 **6.0 B Approve Meeting Minutes August 11, 2025 City Council Meeting**

27 Smith asked to table the minutes because there is information missing.

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

31 **6.0 D Pay Estimate No. 1 for the 2025 Street Surface Improvement Project**

32 Mundle asked what projects this is for, because it does not have a description.

33 Look stated that he believes this is the first payment for the Taylor Street project, as well as the
34 overlay and curb work being done. Look noted that this is about \$1 million that they are paying,
35 which is a year and a half's worth of money they have set aside.

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

39 **6.0 G Intern for Digital File Transition Project**

40 Mundle asked if this is being put out for part-time. Look stated that initially they put out to find an
41 intern, but the hired individual had an emergency come up and could not get the work done.

1 However, they have now met with an individual who has agreed to come out and work on a part-time
2 basis.

3 Look noted that they have met with staff to determine how they can help speed up the process with
4 their daily activities to work through the files.

5 **Mundle stated I'll make a motion to approve Item G of the Consent Agenda. Miller stated I'll**
6 **second.** Anderson asked any discussion?

7 Miller asked how many years' worth of files need to be converted. Look stated that undertaking this
8 is no small feat.

9 Miller asked if they had all the equipment needed. Look noted that they plan on utilizing the copier
10 here at City Hall, but they may need to rent another copier if needed.

11 To the motion, all in favor say aye. **Mundle, Anderson, Miller, Smith - Aye.** Anderson asked any
12 opposed? **Erkel – Abstain.** That motion passes. **Motion passes.**

13 **7.0 New Business. Commission, Association, and Task Force Reports**

14 **7.0 A Planning Commission**

15 None.

16 **7.0 B Economic Development Authority**

17 None.

18 **7.0 C Park Commission**

19 None.

20 **8.0 Department Reports**

21 **8.0 A Community Development**

22 None.

23 **8.0 B Engineer Report**

24 None.

25 **8.0 C City Attorney**

26 None.

27 **8.0 D Finance**

28 None.

29 **8.0 E Public Works**

30 None.

31 **8.0 F Fire Department**

32 None.

33 **8.0 G City Administrator Report**

34 **8.0 G.1 Fall Town Hall Meeting Date**

35 Look asked for the Council's input on when they would like to hold the Fall Town Hall meeting in
36 November.

37 Mundle stated that he has no conflict on any of the dates. Erkel noted that November 13, 2025,
38 would work for her. The Council agreed on the 13th.

8.0 G.2 BDM Agreement

Mundle noted that he will be abstaining from this item.

Smith stated I'll make a motion to table the BDM Agreement. Miller stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. **Erkel, Anderson, Miller, Smith - Aye.** Anderson asked any opposed? **Mundle – Abstain.** That motion passes. **Motion passes.**

9.0 – Other Items**9.0 A Staff Report**

Look noted that they got a call from Midco, and they are moving to Midco TV from the typical cable. Look noted that this will be more of an online-based format.

Look also noted that the City was awarded dollars from Anoka County for a broadband project, and they got started on Briarwood Lane. Look stated that they hope that this project will be completed before they get any snow.

9.0 B Council Reports

Mundle stated that they had a Booster Day meeting and there have been changes to the leadership, and thanked Dan Dobbs for running the Car Show for over 10 years and Scott Schnieder for booking bands and entertainment for Booster Day over the years.

Mundle stated that anyone who would like to volunteer or has any connections for any entertainment should reach out and let them know.

Erkel stated that she attended an airport meeting, and they are planning a celebration for 2026 and are looking for entertainment and ideas for vendors.

Smith stated that they got a complaint form on a property and asked if they had proceeded with it. Look noted that he will follow up on it.

Miller noted that the Upper Rum River Watershed Association will be meeting on September 2 and will be touring Lake George and the watershore line projects, and then proceed to the City Hall in Oak Grove following the tour.

9.0 C Other

None.

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 7:33 p.m.

Submitted by:

Lilian Rokosz

TimeSaver Off Site Secretarial, Inc.

2026 AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January 2026, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the “COUNTY”, and the CITY OF EAST BETHEL, hereinafter referred to as the “MUNICIPALITY”.

WITNESSETH:

WHEREAS, the County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557, the Select Committee on Recycling and the Environment (hereinafter “SCORE funds”) during 2026 which must be used to encourage and improve recycling and a portion must be specifically directed to recycling source-separated compostable materials; and

WHEREAS, the County will also receive funding pursuant to Minn. Stat. § 473.8441, Local Recycling Development Grants (hereinafter “LRDG funds”) during 2026; and

WHEREAS, the County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs, so that the available amount for the Residential Recycling Program is \$1,639,033.00; and

WHEREAS, the current County Solid Waste Management Plan (SWMP) and the Minnesota Pollution Control Agency (hereinafter “MPCA”) Metropolitan Solid Waste Management Policy Plan 2016-2036 state that MSW generated in the County that is not reused, recycled, or composted, will be processed to the extent that processing capacity is available; and

WHEREAS, the current SWMP was developed with the participation of a representative from the Municipality staff, and the Municipality is required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).; and

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by Anoka County by providing said SCORE, LRDG, and County budgeted program funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. **PURPOSE AND CONTRACT DOCUMENTS.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality which will help the County and member municipalities meet the goals set in the current Anoka County Solid Waste Management Plan. The County and the Municipality agree that the information provided in the recitals above is to be incorporated into the purpose of this agreement.

The Anoka County Municipal Waste Abatement Grant Program (hereinafter “Grant Program”) Contract Documents include: the **Anoka County Municipal Waste**

Abatement Grant Funding Application submitted by the Municipality for the current contract year, and this Agreement for Residential Recycling Program and attachments issued by Anoka County for the current contract year. These documents are incorporated into this agreement by reference and are components of the entire contract package. The order of precedence of these documents in the event of inconsistency or ambiguity shall be resolved in the following order: 1) this **Agreement for Residential Recycling Program**; and 2) **Anoka County Municipal Waste Abatement Grant Funding Application**.

2. **TERM.** The term of this Agreement is from January 1, 2026, through December 31, 2026, unless earlier terminated as provided herein.
3. **DEFINITIONS.** Defined terms contained in this Agreement and all the attachments are found in Minn. Stat. § 115A.03; 115A.471; and 115A.552. The use of capitalization for defined terms has no special effect. Additionally:
 - a. “Full-Service Recycling Drop-off Center” means centralized permanent drop-off center that is open at least two times a week and accepts at least four types of materials beyond traditional curbside recyclables, i.e.: mattresses, appliances, scrap metal, furniture, source-separated compostable materials, electronics, etc.
 - b. “Multi-family dwellings” means households within apartment complexes, condominiums, townhomes, mobile homes, and senior housing complexes.
 - c. “Community Partner” means community festivals which appear to the public to be supported and run by the Municipality but in fact are sponsored or co-sponsored by a municipality or an independent non-profit 501c (3) organization, for example: the Anoka Halloween Parade.
4. **ELIGIBILITY FOR FUNDS.** Per Minn. Stat. § 115A.557, Subd. 1, funding eligibility is based primarily on population, with a minimum funding floor. For 2026, the County has determined that funding will be determined by the Grant Program funding application. The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum, which shall not exceed \$68,944.50. The Municipality shall be provided documentation of the funding award determination and rationale as indicated by the approved 2026 Grant Program Funding Application.

The County reserves the right to assess reimbursement reporting status for each municipality mid-year and recommend funding adjustments as determined by the County Program Specialist managing the Grant Program.

The County also reserves the right to withdraw reimbursement of approved expenses if the requirements noted in section 6. of this contract are not met.

The County also reserves the ability to assess the programs and reallocate unused SCORE and/or, LRDG funds mid-year if any participating municipality demonstrates the need for the funding and funds are available.

5. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 1,301 tons of recyclable and source-separated compostable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling or composting.
- a. The Municipal recycling program shall include the following components:
 - i. Per Minn. Stat. § 115A.552, each household (including both single and Multi-family dwellings) in the Municipality shall have the Opportunity to Recycle at least four broad types of materials, including but not limited to, paper (including cardboard/paperboard cartons), glass, plastic, and metal.
 - ii. The recycling (including any organics) program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations.
 - iii. The Municipality shall implement a public information program that contains at least one of the following components:
 - (1) One promotional mailing to each household focused exclusively on the Municipality's recycling and source-separated compostable materials program;
 - (2) One promotional advertisement detailing recycling and source-separated compostable materials opportunities available for residents included in the Municipality's newsletter or local newspaper; or
 - (3) Two community outreach activities at Municipal or Community Partner events to inform residents about recycling and source-separated compostable materials opportunities.
 - iv. The public information components listed above shall focus on all recyclable materials and the various opportunities to recycle and compost source-separated compostable materials within the Municipality. The Municipality shall incorporate County/regional/State campaigns and images and use the toolkits provided by the County when preparing promotional materials. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents. The County shall work with the Municipality on promotional materials to coordinate messages. The Municipality shall provide promotional materials to the County for review prior to publication to ensure accuracy.
 - v. The Municipality shall offer a minimum of one spring or fall recycling drop-off event where items not normally accepted at the curb are collected for recycling. If the Municipality is hosting a monthly drop-off as described below, the spring/fall recycling drop-off events may be included within that program.
 - b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.

- i. Organize monthly/quarterly recycling drop-off events which can be held in conjunction with a neighboring municipality(ies) on a cooperative basis for the citizens of both/all municipalities.
 - ii. Provide a community event recycling program, which at a minimum would consist of providing recycling opportunities at all Municipal sponsored or Community Partner events and festivals as required by Minn. Stat. § 115A.151. The feasibility of adding source-separated compostable material collection at the event will be explored, and if feasible, implemented as an enhancement to the waste abatement program.
 - iii. Provide the opportunity for citizens to engage in recycling activities at Municipal and Community Partner facilities as required by Minn. Stat. § 115A.151 such as athletic fields and public centers.
 - iv. Organize and manage a Full-Service Recycling Drop-off Center.
 - v. Implement enhanced recycling promotion and assistance for Multi-family dwellings.
 - vi. Develop additional opportunities for source-separated compostable materials collection.
 - vii. Develop and implement additional opportunities to recycle bulky and problem materials (e.g., appliances, batteries, electronics, fluorescent lamps, mattresses, oil, scrap metal, etc.) from residents on an on-going basis either curbside or at a drop-off.
- c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall work with the County to prepare a plan to achieve the recycling goals set forth in this Agreement.
 - d. The Municipality's recycling program shall be limited to residential programming for funding reimbursements under this Agreement. The County will not reimburse business recycling programming or household hazardous waste programming by the Municipality. Any inquiries or requests regarding these topics should be sent to the County for response.
 - e. In addition to the above requirements designed to increase residential recycling opportunities, the Municipality shall provide recycling opportunities in all municipal buildings including but not limited to, city offices, public meeting rooms and parks, as required by Minn. Stat. § 115A.151.
 - f. If the Municipality requests reimbursement for park/public entity recycling/organics/trash waste systems/containers, the Municipality needs to work with the County before an order is placed to make sure the containers are consistent with the requirements set forth by the County for colors e.g. (blue for recycling, green for organics and gray or black for trash), openings and labels.

- g. Pursuant to Minn. Stat. §§ 115A. 46, 115A.471 and 473.848, all waste generated by municipal government activities (including city/town halls, public works and public safety buildings, parks, and libraries, and for municipalities that arrange for waste services on behalf of their residents (organized collection)) shall be delivered to a waste processing plant for disposal as long as capacity is available. Failure to comply with this provision shall constitute a breach of this Agreement resulting in the loss of all Grant Funding unless, pursuant to statute, the Municipality has conferred with the County and developed a plan to comply within a reasonable period of time.
6. **REPORTING.** The Municipality shall submit the following forms via Re-TRAC: application, reimbursement, and tonnage report forms to the County on the schedule noted below:
- a. June 1, 2026 – Deadline for submitting via Re-TRAC the 2027 Anoka County Municipal Waste Abatement Grant Funding Application and all required attachments
 - b. July 15, 2026 – Deadline for submitting via Re-TRAC the 2026 January – June Anoka County Municipal Reimbursement Report Form and all required attachments
 - c. July 31, 2026 – Deadline for submitting via Re-TRAC the 2026 January – June Anoka County Municipal Tonnage Report Form and all required attachments
 - d. November 16, 2026 – Deadline for submitting via DocuSign the signed 2027 Agreement for Residential Recycling Program
 - e. January 8, 2027 – Deadline for submitting via Re-TRAC the 2026 July – December Anoka County Municipal Reimbursement Report Form and all required attachments
 - f. January 29, 2027 – Deadline for submitting via Re-TRAC the 2026 July – December Anoka County Municipal Tonnage Report Form and all required attachments
 - g. For the Anoka County **Municipal Waste Abatement Grant Funding Application, using set categories in Re-TRAC**, the:
 - Municipality is required to follow application instructions
 - Municipality must refer to list of eligible expenses when completing the application
 - Municipality is required to upload in Re-TRAC a complete and accurate 2026 Staffing Metric and Drop-off Calculator
 - Municipality is required to upload in Re-TRAC a complete and accurate .pdf file of up-to-date promotions listing collection opportunities at curbside, permanent drop-off centers or other special events
 - h. For the Anoka County **Municipal Reimbursement Report Form, using set categories in Re-TRAC**, the:
 - Municipality is required to follow reimbursement form instructions

- Municipality must refer to list of eligible expenses when completing the reimbursement form
 - If the Municipality is being audited, the Municipality must provide a full accounting of the expenses incurred that have been approved in the 2026 Municipal Waste Abatement Grant Funding Application
 - Municipality is required to upload in Re-TRAC a complete and accurate Reimbursement Worksheet which matches the amounts entered in the associated sections in the Re-TRAC Reimbursement Report Form
 - Information regarding any revenue received from sources other than the County, for the Municipality's recycling and source-separated organics programs, i.e., revenue taken in from the sale of recyclables and fees collected from residents, shall be reported
 - Copies of all promotional materials that have been prepared by the Municipality during each reporting period shall be uploaded in the Re-TRAC Reimbursement Report Form
- i. For the **Municipal Tonnage Report Form, using set categories in Re-TRAC**, the:
- Municipality is required to follow tonnage report form instructions
 - Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this Agreement
 - When calculating all tonnage categories, weight slips from haulers and end markets are required. If weight slips cannot be obtained, written documentation of the quantity and type of material being reused, recycled, or composted must be provided
 - Using quantity and type of material, the Municipality shall use the conversion factors provided by the County to determine the tonnage
 - If County conversion factors do not apply to any given materials, a description of the methodology used for calculations must be provided to the County
 - If the Municipality is being audited, the Municipality must provide a full accounting of the amount of waste which has been reused, recycled, and composted due to the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers
 - Municipality is required to upload in Re-TRAC a complete and accurate Tonnage Worksheet which matches the amounts entered in the associated sections in the Re-TRAC Tonnage Report Form
 - For waste abatement programs run by other persons or entities, the Municipality shall provide documentation of materials recycled by the Municipality's residents through these other programs
- j. The Municipality agrees to support County efforts in obtaining hauler reports by ensuring compliance through ordinance, contract or license requirements and the ability to exercise punitive actions, if needed.
- k. The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

7. **REIMBURSEMENT PAYMENT PROCEDURE.** Approved grant reimbursement payments shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners. Payments will not be made until the set contract deadlines are met.

8. **PUBLICATIONS.** The Municipality shall acknowledge the financial assistance of Anoka County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds." The Municipality shall provide to the County copies of all promotional materials funded by this grant.

The County shall provide to the Municipalities printed public information pieces about County programs and topics developed by the Recycling Education Committee (REC). The Municipality shall not modify County provided publications and promotional materials.

Information about all County programs and drop-off sites that a Municipality plans to publish in a Municipal communication, printed, electronic, or on social media platforms shall be provided to the County for review and approved by the County prior to publication. This includes all information related to County waste prevention, reduction, recycling programs, County household hazardous waste operations and the County compost sites.

To ensure content accuracy and message consistency throughout the region, any technical information about waste prevention, reduction, recycling, composting and household hazardous waste should be provided to the County for review, before it is printed, to verify that it is correct information for Anoka County. Information copied from the Internet may not be accurate for the twin cities metro area.

9. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

10. **GENERAL PROVISIONS.**
 - a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state, or local laws, ordinances, rules, regulations, or

standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement. The Municipality shall also comply with all relevant portions of the current Anoka County Solid Waste Management Master Plan and shall participate in the preparation of the successor Master Plans.

- b. If the Municipality utilizes the services of a subcontractor for purposes of meeting requirements herein, the Municipality shall be responsible for the performance of all such subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.
- c. It is understood and agreed that the entire agreement is contained herein, and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.
- d. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.
- e. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.
- f. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and the Municipality, nor shall the Municipality, its employees, agents, or representatives be considered employees, agents, or representatives of the County for any purpose.
- g. The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, Subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.
- h. Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the

Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.

- i. The County reserves the right to withdraw reimbursement of approved expenses if the Municipality does not comply with state law or the County's Solid Waste Ordinance.

11. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days' written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

(SIGNATURE PAGE TO FOLLOW)

IN WITNESS WHEREOF, the parties hereunto set their hands.

CITY OF EAST BETHEL

COUNTY OF ANOKA

By: _____
Ardie Anderson
Mayor

By: _____
Cindy Cesare
Chief Human Services Officer

Date: _____

Date: _____

By: _____
Matt Look
City Administrator

By: _____
Jim Dickinson
County Administrator

Date: _____

Date: _____

Approved as to form and legality:

Approved as to form and legality:

By: _____
Jacob Saufley
City Attorney

By: _____
Kurt Deile
Assistant County Attorney

Date: _____

Date: _____

Attachment A

Minnesota Statutes Referenced in Agreement for Residential Recycling Program

Chapter 115A WASTE MANAGEMENT

Minn. Stat. §115A.03 Definitions

Subdivision 1. **Applicability.**

For the purposes of this chapter, the terms defined in this section have the meanings given them, unless the context requires otherwise.

Subd. 2. **Agency.**

"Agency" means the Pollution Control Agency.

Subd. 3.

[Repealed, [1989 c 335 art 1 s 270](#)]

Subd. 3a. **Arrange for management.**

"Arrange for management" means an activity undertaken by a person that determines the ultimate disposition of solid waste that is under the control of the person, including delivery of the waste to a transfer station for transport to another solid waste management facility. Knowledge of the destination of waste by a generator is by itself insufficient for arranging for management unless the generator knows that the destination is an environmentally inferior facility as defined in this section, has the ability to redirect the waste to an environmentally superior facility and ensure its delivery to that facility, and chooses not to redirect the waste.

Subd. 4. **Cities.**

"Cities" means statutory and home rule charter cities and towns authorized to plan under sections [462.351](#) to [462.364](#).

Subd. 5. **Collection.**

"Collection" means the aggregation of waste from the place at which it is generated and includes all activities up to the time the waste is delivered to a waste facility.

Subd. 6. **Commercial waste facility.**

"Commercial waste facility" means a waste facility established and permitted to sell waste processing or disposal services to generators other than the owner and operator of the facility.

Subd. 6a. **Commissioner.**

"Commissioner" means the commissioner of the Pollution Control Agency.

Subd. 7. Construction debris.

"Construction debris" means waste building materials, packaging, and rubble resulting from construction, remodeling, repair, and demolition of buildings and roads.

Subd. 7a. Containment.

"Containment" means isolating, controlling, and monitoring waste in a waste facility in order to prevent a release of waste from the facility that would have an adverse impact upon human health and the environment.

Subd. 8. Development region.

"Development region" means a region designated pursuant to sections [462.381](#) to [462.397](#).

Subd. 8a.

[Repealed, [1Sp2005 c 1 art 2 s 162](#)]

Subd. 9. Disposal or dispose.

"Disposal" or "dispose" means the discharge, deposit, injection, dumping, spilling, leaking, or placing of any waste into or on any land or water so that the waste or any constituent thereof may enter the environment or be emitted into the air, or discharged into any waters, including groundwaters.

Subd. 10. Disposal facility.

"Disposal facility" means a waste facility permitted by the agency that is designed or operated for the purpose of disposing of waste on or in the land, together with any appurtenant facilities needed to process waste for disposal or transfer to another waste facility.

Subd. 10a. Environmentally inferior.

"Environmentally inferior" means a solid waste management method that is lower on the list of preferred waste management methods in section [115A.02](#) than a solid waste management method chosen by a county or, as applied to a facility, means a waste management facility that utilizes a waste management method that is lower on the list of preferred waste management methods than the waste management method chosen by a county. In addition, as applied to disposal facilities, a facility that does not meet the standards for new facilities in Code of Federal Regulations, title 40, chapters 257 and 258, is environmentally inferior to a facility that does meet these standards.

Subd. 11. Generation.

"Generation" means the act or process of producing waste.

Subd. 12. Generator.

"Generator" means any person who generates waste.

Subd. 13. Hazardous waste.

"Hazardous waste" has the meaning given it in section [116.06, subdivision 11](#).

Subd. 13a. Industrial waste.

"Industrial waste" means solid waste resulting from an industrial, manufacturing, service, or commercial activity that is managed as a separate waste stream.

Subd. 14. Intrinsic hazard.

"Intrinsic hazard" of a waste means the propensity of the waste to migrate in the environment, and thereby to become exposed to the public, and the significance of the harm or damage likely to result from exposure of natural resources or the public to the waste, as a result of such inherent or induced attributes of the waste as its chemical and physical stability, solubility, bioconcentratability, toxicity, flammability, and corrosivity.

Subd. 15. Intrinsic suitability.

(a) "Intrinsic suitability" of a land area or site means that, based on existing data on the inherent and natural attributes, physical features, and location of the land area or site, there is no known reason why the waste facility proposed to be located in the area or site cannot reasonably be expected to qualify for permits in accordance with agency rules. Agency certification of intrinsic suitability shall be based on data submitted to the agency by the proposing entity and data included by the administrative law judge in the record of any public hearing on recommended certification, and applied against criteria in agency rules and any additional criteria developed by the agency in effect at the time the proposing entity submits the site for certification.

(b) In the event that all candidate sites selected by the board before May 3, 1984, are eliminated from further consideration and a new search for candidate sites is commenced, "intrinsic suitability" of a land area or site shall mean that, because of the inherent and natural attributes, physical features, and location of the land area or site, the waste facility proposed to be located in the area or site would not be likely to result in material harm to the public health and safety and natural resources and that therefore the proposed facility can reasonably be expected to qualify for permits in accordance with agency rules.

Subd. 16.

[Repealed, [1997 c 7 art 1 s 26](#)]

Subd. 17. Local government unit.

"Local government unit" means cities, towns, and counties.

Subd. 17a. Major appliances.

"Major appliances" means clothes washers and dryers, dishwashers, hot water heaters, heat pumps, furnaces, garbage disposals, trash compactors, conventional and microwave ovens, ranges and stoves, air conditioners, dehumidifiers, refrigerators, and freezers.

Subd. 18. Metropolitan area.

"Metropolitan area" has the meaning given it in section [473.121](#).

Subd. 19. Metropolitan Council.

"Metropolitan Council" means the council established in chapter 473.

Subd. 20.

[Repealed, [1994 c 628 art 3 s 209](#)]

Subd. 21. Mixed municipal solid waste.

(a) "Mixed municipal solid waste" means garbage, refuse, and other solid waste from residential, commercial, industrial, and community activities that the generator of the waste aggregates for collection, except as provided in paragraph (b).

(b) Mixed municipal solid waste does not include auto hulks, street sweepings, ash, construction debris, mining waste, sludges, tree and agricultural wastes, tires, lead acid batteries, motor and vehicle fluids and filters, and other materials collected, processed, and disposed of as separate waste streams.

Subd. 22. Natural resources.

"Natural resources" has the meaning given it in chapter 116B.

Subd. 22a.

[Repealed, [1Sp2005 c 1 art 2 s 162](#)]

Subd. 22b. Packaging.

"Packaging" means a container and any appurtenant material that provide a means of transporting, marketing, protecting, or handling a product. "Packaging" includes pallets and packing such as blocking, bracing, cushioning, weatherproofing, strapping, coatings, closures, inks, dyes, pigments, and labels.

Subd. 23. Person.

"Person" has the meaning given it in section [116.06](#), but does not include the Pollution Control Agency.

Subd. 24. Political subdivision.

"Political subdivision" means any municipal corporation, governmental subdivision of the state, local government unit, special district, or local or regional board, commission, or authority authorized by law to plan or provide for waste management.

Subd. 24a. Problem material.

"Problem material" means a material that, when it is processed or disposed of with mixed municipal solid waste, contributes to one or more of the following results:

(1) the release of a hazardous substance, or pollutant or contaminant, as defined in section [115B.02, subdivisions 8, 13, and 15](#);

(2) pollution of water as defined in section [115.01, subdivision 13](#);

(3) air pollution as defined in section [116.06, subdivision 4](#); or

(4) a significant threat to the safe or efficient operation of a solid waste facility.

Subd. 24b. Postconsumer material.

"Postconsumer material" means a finished material that would normally be discarded as a solid waste having completed its life cycle as a consumer item.

Subd. 24d. Prepared sewage sludge.

"Prepared sewage sludge" means exceptional quality sewage sludge, as defined in Minnesota Rules, part 7041.0100, subpart 20, applied to a lawn or home garden and sold or given away in a bag or other container that:

- (1) meets low limits on metal concentrations;
- (2) has been treated to ensure pathogens, pollutants, and vectors that can transport disease have been carefully managed; and
- (3) is labeled with the nutrient content.'

Subd. 25. Processing.

"Processing" means the treatment of waste after collection and before disposal. Processing includes but is not limited to reduction, storage, separation, exchange, resource recovery, physical, chemical, or biological modification, and transfer from one waste facility to another.

Subd. 25a. Recyclable materials.

"Recyclable materials" means materials that are separated from mixed municipal solid waste for the purpose of recycling or composting, including paper, glass, plastics, metals, automobile oil, batteries, source-separated compostable materials, and sole source food waste streams that are managed through biodegradative processes. Refuse-derived fuel or other material that is destroyed by incineration is not a recyclable material.

Subd. 25b. Recycling.

"Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.

Subd. 25c. Recycling facility.

"Recycling facility" means a facility at which materials are prepared for reuse in their original form or for use in manufacturing processes that do not cause the destruction of the materials in a manner that precludes further use.

Subd. 25d. Refuse-derived fuel.

"Refuse-derived fuel" means a product resulting from the processing of mixed municipal solid waste in a manner that reduces the quantity of noncombustible material present in the waste, reduces the size of waste components through shredding or other mechanical means, and produces a fuel suitable for combustion in existing or new solid fuel-fired boilers.

Subd. 26. Regional development commission.

"Regional development commission" means a commission established pursuant to sections [462.381](#) to [462.397](#).

Subd. 26a. Resource conservation.

"Resource conservation" means the reduction in the use of water, energy, and raw materials.

Subd. 27. Resource recovery.

"Resource recovery" means the reclamation for sale, use, or reuse of materials, substances, energy, or other products contained within or derived from waste.

Subd. 28. Resource recovery facility.

"Resource recovery facility" means a waste facility established and used primarily for resource recovery, including related and appurtenant facilities such as transmission facilities and transfer stations primarily serving the resource recovery facility.

Subd. 28a. Retrievable storage.

"Retrievable storage" means a method of disposal whereby wastes are placed in a facility established pursuant to sections [115A.18](#) to [115A.30](#) for an indeterminate period in a manner designed to allow the removal of the waste at a later time.

Subd. 28b. Sanitary district.

"Sanitary district" means a sanitary district with the authority to regulate solid waste.

Subd. 29. Sewage sludge.

"Sewage sludge" means solid, semisolid, or liquid residue generated during the treatment of domestic sewage in a treatment works. It includes, but is not limited to, scum or solids removed in primary, secondary, or advanced wastewater treatment processes and a material derived from sewage sludge. Sewage sludge does not include ash generated during the firing of sewage sludge in a sewage sludge incinerator or grit and screenings generated during preliminary treatment of domestic sewage in a treatment works. Sewage sludge that is acceptable and beneficial for recycling on land as a soil conditioner and nutrient source is also known as biosolids.

Subd. 30. Sewage sludge disposal facility.

"Sewage sludge disposal facility" means property owned or leased by a political subdivision and used for interim or final disposal or land spreading of sewage sludge.

Subd. 31. Solid waste.

"Solid waste" has the meaning given it in section [116.06, subdivision 22](#).

Subd. 32. Solid waste management district or waste district.

"Solid waste management district" or "waste district" means a geographic area extending into two or more counties in which the management of solid waste is vested in a special district established pursuant to sections [115A.62](#) to [115A.72](#).

Subd. 32a.

MS 1994 [Renumbered subd 32c]

Subd. 32a. Source-separated compostable materials.

"Source-separated compostable materials" means materials that:

(1) are separated at the source by waste generators for the purpose of preparing them for use as compost;

(2) are collected separately from mixed municipal solid waste, and are governed by the licensing provisions of section [115A.93](#);

(3) are comprised of food wastes, fish and animal waste, plant materials, diapers, sanitary products, and paper that is not recyclable because the commissioner has determined that no other person is willing to accept the paper for recycling;

(4) are delivered to a facility to undergo controlled microbial degradation to yield a humus-like product meeting the agency's class I or class II, or equivalent, compost standards and where process rejects do not exceed 15 percent by weight of the total material delivered to the facility; and

(5) may be delivered to a transfer station, mixed municipal solid waste processing facility, or recycling facility only for the purposes of composting or transfer to a composting facility, unless the commissioner determines that no other person is willing to accept the materials.

Subd. 32b.

MS 1994 [Renumbered subd 32d]

Subd. 32b. Source-separated recyclable materials.

"Source-separated recyclable materials" means recyclable materials, including commingled recyclable materials, that are separated by the generator.

Subd. 32c. Stabilization.

"Stabilization" means a chemical or thermal process in which materials or energy are added to waste in order to reduce the possibility of migration of any hazardous constituents of the resulting stabilized waste in preparation for placement of the waste in a stabilization and containment facility.

Subd. 32d. Stabilization and containment facility.

"Stabilization and containment facility" means a waste facility that is designed for stabilization and containment of waste, together with other appurtenant facilities needed to process waste for stabilization, containment, or transfer to another facility.

Subd. 33. Transfer station.

"Transfer station" means an intermediate waste facility in which waste collected from any source is temporarily deposited to await transportation to another waste facility.

Subd. 34. Waste.

"Waste" means solid waste, sewage sludge, and hazardous waste.

Subd. 35. Waste facility.

"Waste facility" means all property, real or personal, including negative and positive easements and water and air rights, which is or may be needed or useful for the processing or disposal of waste, except property for the collection of the waste and property used primarily for the manufacture of scrap metal or paper. Waste facility includes but is not limited to transfer stations, processing facilities, and disposal sites and facilities.

Subd. 36. Waste management.

"Waste management" means activities which are intended to affect or control the generation of waste and activities which provide for or control the collection, processing and disposal of waste.

Subd. 36a. Waste management method chosen by a county.

"Waste management method chosen by a county" means:

(1) a waste management method that is mandated for waste generated in the county by section [115A.415](#), [473.848](#), [473.849](#), or other state law, or by county ordinance based on the county solid waste management plan developed, adopted, and approved under section [115A.46](#) or [458D.05](#) or the county solid waste management master plan developed, adopted, and approved under section [473.803](#); or

(2) a waste management facility or facilities, developed under the county solid waste management plan or master plan, to which solid waste generated in a county is directed by an ordinance developed, adopted, and approved under sections [115A.80](#) to [115A.893](#).

Subd. 36b. Waste reduction or source reduction.

"Waste reduction" or "source reduction" means an activity that prevents generation of waste or the inclusion of toxic materials in waste, including:

- (1) reusing a product in its original form;
- (2) increasing the life span of a product;
- (3) reducing material or the toxicity of material used in production or packaging; or
- (4) changing procurement, consumption, or waste generation habits to result in smaller quantities or lower toxicity of waste generated.

Subd. 37. Waste rendered nonhazardous.

"Waste rendered nonhazardous" means (1) waste excluded from regulation as a hazardous waste under the delisting requirements of United States Code, title 42, section 6921 and any federal and state delisting rules, and (2) other nonhazardous residual waste from the processing of hazardous waste.

Subd. 38. Yard waste.

"Yard waste" means garden wastes, leaves, lawn cuttings, weeds, shrub and tree waste, and prunings.

History:

[1980 c 564 art 1 s 3](#); [1981 c 352 s 1,2](#); [1983 c 373 s 5,6](#); [1984 c 640 s 32](#); [1984 c 644 s 1,2](#); [1985 c 274 s 1-3](#); [1986 c 425 s 12-17](#); [1987 c 348 s 1,2](#); [1988 c 524 s 1](#); [1988 c 685 s 3,4,21](#); [1989 c 325 s 3](#); [1989 c 335 art 1 s 128,129,269](#); [1Sp1989 c 1 art 18 s 3](#); [art 20 s 1,2](#); [1991 c 303 s 1](#); [1991 c 337 s 6,7,44](#); [1992 c 593 art 1 s 5-7,28](#); [1993 c 249 s](#)

[7,8,61](#); [1994 c 548 s 1](#); [1994 c 585 s 3](#); [1994 c 639 art 5 s 3](#); [1995 c 220 s 96](#); [1995 c 247 art 1 s 66](#); [1996 c 470 s 2-5](#); [1Sp2005 c 1 art 2 s 161](#); [2008 c 357 s 32,33](#); [2011 c 107 s 81](#); [2014 c 248 s 14](#); [1Sp2015 c 4 art 4 s 104,105](#)

Minn. Stat. § 115A.151 RECYCLING REQUIREMENTS; PUBLIC ENTITIES; COMMERCIAL BUILDINGS; SPORTS FACILITIES.

(a) A public entity, the owner of a sports facility, and an owner of a commercial building shall:

- (1) ensure that facilities under its control, from which mixed municipal solid waste is collected, also collect at least three recyclable materials, such as, but not limited to, paper, glass, plastic, and metal; and
- (2) transfer all recyclable materials collected to a recycler.

(b) For the purposes of this section:

(1) "public entity" means the state, an office, agency, or institution of the state, the Metropolitan Council, a metropolitan agency, the Metropolitan Mosquito Control Commission, the legislature, the courts, a county, a statutory or home rule charter city, a town, a school district, a special taxing district, or any entity that receives an appropriation from the state for a capital improvement project after August 1, 2002;

(2) "metropolitan agency" and "Metropolitan Council" have the meanings given them in section [473.121](#);

(3) "Metropolitan Mosquito Control Commission" means the commission created in section [473.702](#);

(4) "commercial building" means a building that:

- (i) is located in a metropolitan county, as defined in section [473.121](#);
- (ii) contains a business classified in sectors 42 to 81 under the North American Industrial Classification System; and
- (iii) contracts for four cubic yards or more per week of solid waste collection; and

(5) "sports facility" means a professional or collegiate sports facility at which competitions take place before a public audience.

History: [1Sp1989 c 1 art 18 s 9](#); [1991 c 337 s 12](#); [1996 c 457 s 10](#); [2002 c 312 s 2](#); [2014 c 225 s 4](#); [2014 c 312 art 13 s 24](#)

Minn. Stat. §115A.46 REGIONAL AND LOCAL SOLID WASTE MANAGEMENT PLAN; REQUIREMENTS.

Subdivision 1. **General.**

(a) Plans shall address the state policies and purposes expressed in section [115A.02](#) and may not be inconsistent with state law.

(b) Plans for the location, establishment, operation, maintenance, and postclosure use of facilities and facility sites, for ordinances, and for licensing, permit, and enforcement activities shall be consistent with the rules adopted by the agency pursuant to chapter 116.

(c) Plans shall address:

(1) the resolution of conflicting, duplicative, or overlapping local management efforts;

(2) the establishment of joint powers management programs or waste management districts where appropriate; and

(3) other matters as the rules of the agency may require consistent with the purposes of sections [115A.42](#) to [115A.46](#).

(d) Political subdivisions preparing plans under sections [115A.42](#) to [115A.46](#) shall consult with persons presently providing solid waste collection, processing, and disposal services.

(e) Plans must be submitted to the commissioner for approval. When a county board is ready to have a final plan approved, the county board shall submit a resolution requesting review and approval by the commissioner. After receiving the resolution, the commissioner shall notify the county within 45 days whether the plan as submitted is complete and, if not complete, the specific items that need to be submitted to make the plan complete. Within 90 days after a complete plan has been submitted, the commissioner shall approve or disapprove the plan. If the plan is disapproved, reasons for the disapproval must be provided.

(f) After initial approval, each plan must be updated and submitted for approval at least every ten years. The plan must be revised as necessary so that it is not inconsistent with state law.

(g) Rules that regulate plan content under subdivision 2 must reflect demographic, geographic, regional, and solid waste system differences that exist among the counties.

Subd. 2. Contents.

(a) The plans shall describe existing collection, processing, and disposal systems, including schedules of rates and charges, financing methods, environmental acceptability, and opportunities for improvements in the systems.

(b) The plans shall include an estimate of the land disposal capacity in acre-feet which will be needed through the year 2000, on the basis of current and projected waste generation practices. In assessing the need for additional capacity for resource recovery or land disposal, the plans shall take into account the characteristics of waste stream components and shall give priority to waste reduction, separation, and recycling.

(c) The plans shall require the most feasible and prudent reduction of the need for and practice of land disposal of mixed municipal solid waste.

(d) The plans shall address at least waste reduction, separation, recycling, and other resource recovery options, and shall include specific and quantifiable objectives, immediately and over specified time periods, for reducing the land disposal of mixed municipal solid waste and for the implementation of feasible and prudent reduction, separation, recycling, and other resource recovery options. These objectives shall be consistent with statewide objectives as identified in statute. The plans shall describe methods for identifying the portions of the waste stream such as leaves, grass, clippings, tree and plant residue, and paper for application and mixing into the soil and use in agricultural practices. The plans shall describe specific functions to be performed and activities to be undertaken to achieve the abatement, reduction, separation, recycling, and other resource recovery objectives and shall describe the estimated cost, proposed manner of financing, and timing of the functions and activities. The plans shall describe proposed mechanisms for complying with the recycling requirements of section [115A.551](#), and the household hazardous waste management requirements of section [115A.96, subdivision 6](#).

(e) The plans shall include a comparison of the costs of the activities to be undertaken, including capital and operating costs, and the effects of the activities on the cost to generators and on persons currently providing solid waste collection, processing, and disposal services. The plans shall include

alternatives which could be used to achieve the abatement objectives if the proposed functions and activities are not established.

(f) The plans shall designate how public education shall be accomplished. The plans shall, to the extent practicable and consistent with the achievement of other public policies and purposes, encourage ownership and operation of solid waste facilities by private industry. For solid waste facilities owned or operated by public agencies or supported primarily by public funds or obligations issued by a public agency, the plans shall include criteria and standards to protect comparable private and public facilities already existing in the area from displacement unless the displacement is required in order to achieve the waste management objectives identified in the plan.

(g) The plans shall establish a siting procedure and development program to assure the orderly location, development, and financing of new or expanded solid waste facilities and services sufficient for a prospective ten-year period, including estimated costs and implementation schedules, proposed procedures for operation and maintenance, estimated annual costs and gross revenues, and proposals for the use of facilities after they are no longer needed or usable.

(h) The plans shall describe existing and proposed county and municipal ordinances and license and permit requirements relating to solid waste management and shall describe existing and proposed regulation and enforcement procedures.

Subd. 3.

[Repealed, [1984 c 644 s 82](#)]

Subd. 4. Delegating solid waste responsibilities.

A county or a solid waste management district established under sections [115A.62](#) to [115A.72](#) may not delegate to another governmental unit or other person any portion of its responsibility for solid waste management unless it establishes a funding mechanism to assure the ability of the entity to which it delegates responsibility to adequately carry out the responsibility delegated.

Subd. 5. Jurisdiction of plan.

(a) After a county plan has been submitted for approval under subdivision 1, a public entity, as defined in section [16C.073, subdivision 1](#), within the county may not enter into a binding agreement governing a solid waste management activity that is inconsistent with the county plan without the consent of the county.

(b) After a county plan has been approved under subdivision 1, the plan governs all solid waste management in the county and a public entity, as defined in section [16C.073, subdivision 1](#), within the county may not develop or implement a solid waste management activity, other than an activity to reduce waste generation or reuse waste materials, that is inconsistent with the county plan that the county is actively implementing without the consent of the county.

History:

[1980 c 564 art 5 s 5](#); [1982 c 569 s 13](#); [1984 c 644 s 32,33](#); [1987 c 404 s 140](#); [1989 c 131 s 3](#); [1989 c 325 s 6](#); [1989 c 335 art 1 s 269](#); [1Sp1989 c 1 art 20 s 3,4](#); [1991 c 337 s 15,16](#); [1995 c 247 art 1 s 8](#); [art 2 s 12](#); [2003 c 13 s 1](#); [1Sp2005 c 1 art 2 s 161](#); [2014 c 196 art 1 s 5](#)

Minn. Stat. §115A.471 PUBLIC ENTITIES; MANAGING SOLID WASTE.

Subdivision 1. Definitions.

(a) Prior to entering into or approving a contract for the management of mixed municipal solid waste which would manage the waste using a waste management practice that is ranked lower on the list of preferred waste management practices in section [115A.02, paragraph \(b\)](#), than the waste management practice selected for such waste in the county plan for the county in which the waste was generated, a public entity must:

(1) determine the potential liability to the public entity and its taxpayers for managing the waste in this manner;

(2) develop and implement a plan for managing the potential liability; and

(3) submit the information from clauses (1) and (2) to the agency.

(b) For the purpose of this subdivision, "public entity" means the state; an office, agency, or institution of the state; the Metropolitan Council; a metropolitan agency; the Metropolitan Mosquito Control District; the legislature; the courts; a county; a statutory or home rule charter city; a town; a school district; another special taxing district; or any other general or special purpose unit of government in the state.

History: [1995 c 247 art 1 s 9](#)

Minn Stat. §115A.551 RECYCLING.

Subdivision 1. Definitions.

(a) For the purposes of this section, "recycling" means, in addition to the meaning given in section [115A.03, subdivision 25b](#), yard waste and source-separated compostable materials composting and recycling that occurs through mechanical or hand separation of materials that are then delivered for use in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.

(b) For the purposes of this section, "total solid waste generation" means the total by weight of:

(1) materials separated for recycling;

(2) materials separated for yard waste and source-separated compostable materials composting;

(3) mixed municipal solid waste plus motor and vehicle fluids and filters, tires, lead acid batteries, and major appliances; and

(4) residential waste materials that would be mixed municipal solid waste but for the fact that they are not collected as such.

Subd. 2

[Repealed, [2014 c 312 art 13 s 48](#)]

Subd. 2a. **County recycling goals.**

(a) By December 31, 2030, each county will have as a goal to recycle the following amounts:

(1) for a county outside of the metropolitan area, 35 percent by weight of total solid waste generation; and

(2) for a metropolitan county, 75 percent by weight of total solid waste generation.

(b) Each county will develop and implement or require political subdivisions within the county to develop and implement programs, practices, or methods designed to meet its recycling goal. Nothing in

this section or in any other law may be construed to prohibit a county from establishing a higher recycling goal.

(c) Any quantified recyclable materials that meet the definition in subdivision 1, paragraph (a), or section [115A.03, subdivision 25a](#), are eligible to be counted toward a county's recycling goal under this subdivision.

Subd. 3. Interim goals; nonmetropolitan counties.

The commissioner shall establish interim recycling goals for the nonmetropolitan counties to assist them in meeting the goals established in subdivision 2a.

Subd. 4. Interim monitoring.

The commissioner shall monitor the progress of each county toward meeting the recycling goals in subdivision 2a. The commissioner shall report to the senate and house of representatives committees having jurisdiction over environment and natural resources as part of the report required under section [115A.411](#). If the commissioner finds that a county is not progressing toward the goals in subdivision 2a, the commissioner shall negotiate with the county to develop and implement solid waste management techniques designed to assist the county in meeting the goals, such as organized collection, curbside collection of source-separated materials, and volume-based pricing.

Subd. 5. Failure to meet goal.

(a) A county failing to meet the interim goals in subdivision 3 shall, as a minimum:

- (1) notify county residents of the failure to achieve the goal and why the goal was not achieved; and
- (2) provide county residents with information on recycling programs offered by the county.

(b) If, based on the recycling monitoring described in subdivision 4, the commissioner finds that a county will be unable to meet the recycling goals established in subdivision 2a, the commissioner shall, after consideration of the reasons for the county's inability to meet the goals, recommend legislation for consideration by the senate and house of representatives committees having jurisdiction over environment and natural resources and environment and natural resources finance to establish mandatory recycling standards and to authorize the commissioner to mandate appropriate solid waste management techniques designed to meet the standards in those counties that are unable to meet the goals.

Subd. 6. County solid waste plans.

Each county shall include in its solid waste management plan described in section [115A.46](#), or its solid waste master plan described in section [473.803](#), a recycling implementation strategy for meeting the recycling goal established in subdivision 2a along with mechanisms for providing financial incentives to solid waste generators to reduce the amount of waste generated and to separate recyclable materials from the waste stream.

Subd. 7. Recycling implementation strategy.

Each county shall submit to the commissioner for approval the recycling implementation strategy required in subdivision 6. The recycling implementation strategy must be submitted by October 31, 1995, and must:

- (1) be consistent with the approved county solid waste management plan;

(2) identify the materials that are being and will be recycled in the county to meet the goals under this section and the parties responsible and methods for recycling the material;

(3) provide a budget to ensure adequate funding for needed county and local programs and demonstrate an ongoing commitment to spending the money on recycling programs; and

(4) include a schedule for implementing recycling activities needed to meet the goals in subdivision 2a.

History:

[1Sp1989 c 1 art 18 s 12](#); [1991 c 337 s 19-21](#); [1992 c 593 art 1 s 14-16,54](#); [1993 c 249 s 13,14,61](#); [1994 c 639 art 5 s 3](#); [1995 c 247 art 1 s 14-17](#); [art 2 s 15](#); [1996 c 470 s 27](#); [1999 c 73 s 4](#); [1Sp2005 c 1 art 2 s 161](#); [2012 c 272 s 67,68](#); [2014 c 312 art 13 s 26,27](#); [1Sp2015 c 4 art 4 s 108](#); [2016 c 158 art 1 s 26-28](#)

Minn. Stat. §115A.552 OPPORTUNITY TO RECYCLE.

Subdivision 1. County requirement.

Counties shall ensure that residents, including residents of single and multifamily dwellings, have an opportunity to recycle. At least one recycling center shall be available in each county. Opportunity to recycle means availability of recycling and curbside pickup or collection centers for recyclable materials at sites that are convenient for persons to use. Counties shall also provide for the recycling of problem materials and major appliances. Counties shall assess the operation of existing and proposed recycling centers and shall give due consideration to those centers in ensuring the opportunity to recycle. To the extent practicable, the costs incurred by a county for collection, storage, transportation, and recycling of major appliances must be collected from persons who discard the major appliances.

Subd. 2. Recycling opportunities.

An opportunity to recycle must include:

(1) a local recycling center in the county and sites for collecting recyclable materials that are located in areas convenient for persons to use them;

(2) curbside pickup, centralized drop-off, or a local recycling center for at least four broad types of recyclable materials in cities with a population of 5,000 or more persons; and

(3) monthly pickup of at least four broad types of recyclable materials in cities of the first and second class and cities with 5,000 or more population in the metropolitan area.

Subd. 3. Recycling information, education, and promotion.

(a) Each county shall provide information on how, when, and where materials may be recycled, including a promotional program that publishes notices at least once every three months and encourages source separation of residential, commercial, industrial, and institutional materials.

(b) The commissioner shall develop materials for counties to use in providing information on and promotion of recycling.

(c) The commissioner shall provide technical assistance to counties to help counties implement recycling programs.

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Subd. 4 .Nonresidential recycling.

Each county shall encourage building owners and managers, business owners and managers, and collectors of commercial mixed municipal solid waste to provide appropriate recycling services and opportunities to generators of commercial, industrial, and institutional solid waste in the county.

History: [1Sp1989 c 1 art 18 s 13](#); [1991 c 337 s 22-24](#); [1994 c 639 art 5 s 3](#); [1Sp2005 c 1 art 2 s 161](#)

Minn. Stat. §115A.557 COUNTY WASTE REDUCTION AND RECYCLING FUNDING.

Subdivision 1. Distribution; formula.

Any funds appropriated to the commissioner for the purpose of distribution to counties under this section must be distributed each fiscal year by the commissioner based on population, except a county may not receive less than \$55,000 in a fiscal year. If the amount available for distribution under this section is less or more than the amount available in fiscal year 2001, the minimum county payment under this section is reduced or increased proportionately. For purposes of this subdivision, "population" has the definition given in section [477A.011, subdivision 3](#). A county that participates in a multicounty district that manages solid waste and that has responsibility for recycling programs as authorized in section [115A.552](#), must pass through to the districts funds received by the county in excess of the minimum county payment under this section in proportion to the population of the county served by that district.

Subd. 2. Permissible expenditures.

(a) A county receiving money distributed by the commissioner under this section may use the money only for the development and implementation of programs to:

- (1) reduce the amount of solid waste generated;
- (2) recycle the maximum amount of solid waste technically feasible;
- (3) create and support markets for recycled products;
- (4) remove problem materials from the solid waste stream and develop proper disposal options for them;
- (5) inform and educate all sectors of the public about proper solid waste management procedures;
- (6) provide technical assistance to public and private entities to ensure proper solid waste management;
- (7) provide educational, technical, and financial assistance for litter prevention;
- (8) process mixed municipal solid waste generated in the county at a resource recovery facility located in Minnesota;
- (9) compost source-separated compostable materials, including the provision of receptacles for residential composting;
- (10) prevent food waste or collect and transport food donated to humans or to be fed to animals; and
- (11) process source-separated compostable materials that are to be used to produce class I or class II compost, as defined in Minnesota Rules, part [7035.2836](#), after being processed in an anaerobic digester, but not to construct buildings or acquire equipment.

(b) Beginning in fiscal year 2015 and continuing thereafter, of any money distributed by the commissioner under this section to a metropolitan county, as defined in section [473.121, subdivision 4](#), that exceeds the amount the county was eligible to receive under this section in fiscal year 2014: (1) at

least 50 percent must be expended on activities in paragraph (a), clauses (9) to (11); and (2) the remainder must be expended on activities in paragraph (a), clauses (1) to (7) and (9) to (11), that advance the county toward achieving its recycling goal under section [115A.551](#).

Subd. 3. Eligibility.

(a) To be eligible to receive money distributed by the commissioner under this section, a county shall within one year of October 4, 1989:

- (1) create a separate account in its general fund to credit the money; and
- (2) set up accounting procedures to ensure that money in the separate account is spent only for the purposes in subdivision 2.

(b) In each following year, each county shall also:

(1) have in place an approved solid waste management plan or master plan including a recycling implementation strategy under section [115A.551, subdivision 7](#), and a household hazardous waste management plan under section [115A.96, subdivision 6](#), by the dates specified in those provisions;

(2) submit a report by April 1 of each year to the commissioner, which may be submitted electronically and must be posted on the agency's website, detailing for the previous calendar year:

(i) how the money was spent including, but not limited to, specific recycling and composting activities undertaken to increase the county's proportion of solid waste recycled in order to achieve its recycling goal established in section [115A.551](#); specific information on the number of employees performing SCORE planning, oversight, and administration; the percentage of those employees' total work time allocated to SCORE planning, oversight, and administration; the specific duties and responsibilities of those employees; and the amount of staff salary for these SCORE duties and responsibilities of the employees; and

(ii) the resulting gains achieved in solid waste management practices; and

(3) provide evidence to the commissioner that local revenue equal to 25 percent of the money sought for distribution under this section will be spent for the purposes in subdivision 2.

(c) The commissioner shall withhold all or part of the funds to be distributed to a county under this section if the county fails to comply with this subdivision and subdivision 2.

Subd. 4. Report.

The commissioner shall report on how the money was spent and the resulting statewide improvements in solid waste management to the senate and house of representatives committees having jurisdiction over ways and means, finance, environment and natural resources, and environment and natural resources finance. The report shall be included in the report required under section [115A.411](#).

History:

[1Sp1989 c 1 art 19 s 1](#); [1991 c 337 s 26](#); [1992 c 593 art 1 s 17,54](#); [1994 c 585 s 13](#); [1994 c 639 art 5 s 3](#); [1995 c 247 art 1 s 19,20](#); [1996 c 470 s 27](#); [2000 c 490 art 10 s 1](#); [1Sp2001 c 2 s 125](#); [2002 c 374 art 6 s 2](#); [2004 c 284 art 2 s 11](#); [1Sp2005 c 1 art 2 s 161](#); [2009 c 37 art 1 s 42](#); [2012 c 272 s 69](#); [2014 c 312 art 13 s 28,29](#); [1Sp2015 c 4 art 4 s 109](#)

Chapter 473 METROPOLITAN GOVERNMENT

Minn. Stat. §473.8441 LOCAL RECYCLING DEVELOPMENT PROGRAM.

Subdivision 1. Definitions.

"Number of households" has the meaning given in Minnesota Statutes 1992, section [477A.011, subdivision 3a](#).

Subd. 2. Program.

The commissioner shall encourage the development of permanent local recycling programs throughout the metropolitan area. The commissioner shall make grants to qualifying metropolitan counties as provided in this section.

Subd. 3. Grants; eligible costs.

Grants may be used to pay for planning, developing, and operating yard waste composting and recycling programs.

Subd. 4. Grant conditions.

The commissioner shall administer grants so that the following conditions are met:

- (a) A county must apply for a grant in the manner determined by the commissioner. The application must describe the activities for which the grant will be used.
- (b) The activities funded must be consistent with the metropolitan policy plan and the county master plan.
- (c) A grant must be matched by equal local expenditures for the activities for which the grant is made. A local expenditure may include, but is not limited to, an expenditure by a local unit of government, tribal government, or private sector or nonprofit organization.
- (d) All grant funds must be used for new activities or to enhance or increase the effectiveness of existing activities in the county. Grant funds shall not be used for research or development of a product that would be patented, copyrighted, or a subject of trade secrets.
- (e) Counties shall provide support to maintain effective municipal recycling where it is already established.

Subd. 5. Grant allocation procedure.

- (a) The commissioner shall distribute the funds annually so that each qualifying county receives an equal share of 50 percent of the allocation to the program described in this section, plus a proportionate share of the remaining funds available for the program. A county's proportionate share is an amount that has the same proportion to the total remaining funds as the number of households in the county has to the total number of households in all metropolitan counties.
- (b) To qualify for distribution of funds, a county, by April 1 of each year, must submit to the commissioner for approval a report on expenditures and activities under the program during the preceding fiscal year and any proposed changes in its recycling implementation strategy or performance funding system. The report shall be included in the county report required by section [473.803, subdivision 3](#).

History: [1987 c 348 s 46](#); [1989 c 325 s 63](#); [1993 c 249 s 41](#); [1995 c 247 art 2 s 47-49](#); [1Sp2005 c 1 art 2 s 161](#); [2016 c 158 art 1 s 194](#); [2018 c 134 s 1](#)

Minn. Stat. § 473.848 RESTRICTION ON DISPOSAL.

Subdivision 1. Restriction.

(a) For the purposes of implementing the waste management policies in section [115A.02](#) and metropolitan area goals related to landfill abatement established under this chapter, a person may not dispose of unprocessed mixed municipal solid waste generated in the metropolitan area at a waste disposal facility unless the waste disposal facility meets the standards in section [473.849](#) and:

- (1) the waste has been certified as unprocessable by a county under subdivision 2; or
- (2)(i) the waste has been transferred to the disposal facility from a resource recovery facility;
- (ii) no other resource recovery facility serving the metropolitan area is capable of processing the waste; and
- (iii) the waste has been certified as unprocessable by the operator of the resource recovery facility under subdivision 3.

(b) For purposes of this section, mixed municipal solid waste does not include street sweepings, construction debris, mining waste, foundry sand, and other materials, if they are not capable of being processed by resource recovery as determined by the council.

Subd. 2. County certification; office approval.

(a) By April 1 of each year, each county shall submit an annual certification report to the office detailing:

- (1) the quantity of waste generated in the county that was not processed prior to transfer to a disposal facility during the year preceding the report;
- (2) the reasons the waste was not processed;
- (3) a strategy for development of techniques to ensure processing of waste including a specific timeline for implementation of those techniques; and
- (4) any progress made by the county in reducing the amount of unprocessed waste.

The report shall be included in the county report required by section [473.803, subdivision 3](#).

(b) The Pollution Control Agency shall approve a county's certification report if it determines that the county is reducing and will continue to reduce the amount of unprocessed waste, based on the report and the county's progress in development and implementation of techniques to reduce the amount of unprocessed waste transferred to disposal facilities. If the Pollution Control Agency does not approve a county's report, it shall negotiate with the county to develop and implement specific techniques to reduce unprocessed waste. If the Pollution Control Agency does not approve two or more consecutive reports from any one county, the Pollution Control Agency shall develop specific reduction techniques that are designed for the particular needs of the county. The county shall implement those techniques by specific dates to be determined by the Pollution Control Agency.

Subd. 3. Facility certification.

The operator of each resource recovery facility that receives waste from counties in the metropolitan area shall certify as unprocessable each load of mixed municipal solid waste it does not process. Certification must be made to each county that sends its waste to the facility at intervals specified by the county. Certification must include at least the number and size of loads certified as unprocessable and the reasons the waste is unprocessable. Loads certified as unprocessable must include the loads that would otherwise have been processed but were not processed because the facility was not in operation,

but nothing in this section relieves the operator of its contractual obligations to process mixed municipal solid waste.

Subd. 4. Pollution Control Agency report.

The Pollution Control Agency shall include, as part of its report to the Environment and Natural Resources Committees of the senate and house of representatives, the Finance Division of the senate Committee on Environment and Natural Resources, and the house of representatives Committee on Environment and Natural Resources Finance required under section [473.149](#), an accounting of the quantity of unprocessed waste transferred to disposal facilities, the reasons the waste was not processed, a strategy for reducing the amount of unprocessed waste, and progress made by counties to reduce the amount of unprocessed waste. The Pollution Control Agency may adopt standards for determining when waste is unprocessable and procedures for expediting certification and reporting of unprocessed waste.

Subd. 5. Definition.

For the purpose of this section, waste is "unprocessed" if it has not, after collection and before disposal, undergone separation of materials for resource recovery through recycling, incineration for energy production, production and use of refuse-derived fuel, composting, or any combination of these processes so that the weight of the waste remaining that must be disposed of in a mixed municipal solid waste disposal facility is not more than 35 percent of the weight before processing, on an annual average.

History:

[1985 c 274 s 35](#); [1989 c 325 s 66](#); [1991 c 337 s 81,82](#); [1993 c 249 s 43,44](#); [1994 c 585 s 49,50](#); [1995 c 247 art 2 s 51,52](#); [1996 c 470 s 27](#); [1Sp2005 c 1 art 2 s 161](#)

CHAPTER 16C. STATE PROCUREMENT

Minn. Stat. § 16C.05 CONTRACT MANAGEMENT; VALIDITY AND REVIEW.

Subdivision 1. Agency cooperation and delegation.

Agencies shall fully cooperate with the commissioner in the creation, management, and oversight of state contracts. Authority delegated to agencies shall be exercised in the name of the commissioner and under the commissioner's direct supervision and control. A delegation of duties may include, but is not limited to, allowing individuals within agencies to acquire goods, services, construction, and utilities within dollar limitations and for designated types of acquisitions. Delegation of contract management and review functions must be filed with the secretary of state. The commissioner may withdraw any delegation at the commissioner's sole discretion. The commissioner may require an agency head or subordinate to accept delegated responsibility to procure goods, services, or construction intended for the exclusive use of the agency receiving the delegation.

Subd. 2. Creation and validity of contracts.

(a) A contract and amendments are not valid and the state is not bound by them and no agency, without the prior written approval of the commissioner granted pursuant to subdivision 2a, may authorize work to begin on them unless:

(1) they have first been executed by the head of the agency or a delegate who is a party to the contract;

(2) they have been approved by the commissioner; and

(3) the accounting system shows an encumbrance for the amount of the contract liability, except as allowed by policy approved by the commissioner and commissioner of management and budget for routine, low-dollar procurements and section 16B.98, subdivision 11.

(b) Grants, interagency agreements, purchase orders, work orders, and annual plans need not, in the discretion of the commissioner and attorney general, require the signature of the commissioner and/or the attorney general. A signature is not required for work orders and amendments to work orders related to Department of Transportation contracts. Bond purchase agreements by the Minnesota Public Facilities Authority do not require the approval of the commissioner.

(c) Amendments to contracts must entail tasks that are substantially similar to those in the original contract or involve tasks that are so closely related to the original contract that it would be impracticable for a different contractor to perform the work. The commissioner or an agency official to whom the commissioner has delegated contracting authority under section [16C.03, subdivision 16](#), must determine that an amendment would serve the interest of the state better than a new contract and would cost no more.

(d) A record must be kept of all responses to solicitations, including names of bidders and amounts of bids or proposals. A fully executed copy of every contract, amendments to the contract, and performance evaluations relating to the contract must be kept on file at the contracting agency for a time equal to that specified for contract vendors and other parties in subdivision 5. These records are open to public inspection, subject to section [13.591](#) and other applicable law.

(e) The attorney general must periodically review and evaluate a sample of state agency contracts to ensure compliance with laws.

(f) Before executing a contract or license agreement involving intellectual property developed or acquired by the state, a state agency shall seek review and comment from the attorney general on the terms and conditions of the contract or agreement.

Subd. 2a. Emergency authorization.

The commissioner may grant an agency approval to authorize work to begin on a contract prior to the full execution of the contract in the event of an emergency as defined in section [16C.10, subdivision 2](#).

Subd. 3.

[Repealed by amendment, [2014 c 196 art 2 s 4](#)]

Subd. 4. Contract administration.

A contracting agency shall diligently administer and monitor any contract it has entered into. The commissioner may require an agency to report to the commissioner at any time on the status of any contracts to which the agency is a party.

Subd. 5. Subject to audit.

A contract or any pass-through disbursement of public funds to a vendor of goods or services or a grantee made by or under the supervision of the commissioner or any county or unit of local government must include, expressed or implied, an audit clause that provides that the books, records, documents, and accounting procedures and practices of the vendor or other party, that are relevant to the contract or transaction, are subject to examination by the contracting agency and either the legislative auditor or the state auditor, as appropriate, for a minimum of six years. If the contracting agency is a local unit of government, and the governing body of the local unit of government requests that the state auditor examine the books, records, documents, and accounting procedures and practices of the vendor or other party pursuant to this subdivision, the contracting agency shall be liable for the cost of the examination. If the contracting agency is a local unit of government, and the grantee, vendor, or other party requests that the state auditor examine all books, records, documents, and accounting procedures and practices related to the contract, the grantee, vendor, or other party that requested the examination shall be liable for the cost of the examination. An agency contract made for purchase, lease, or license of software and data from the state is not required to contain this audit clause.

Subd. 6. Authority of attorney general.

The attorney general may pursue remedies available by law to avoid the obligation of an agency to pay under a contract or to recover payments made if services performed or goods received under the contract are so unsatisfactory, incomplete, or inconsistent that payment would involve unjust enrichment. The contrary opinion of the contracting agency does not affect the power of the attorney general under this subdivision.

Subd. 7. Contracts with Indian tribes and bands.

Notwithstanding any other law, an agency may not require an Indian tribe or band to deny its sovereignty as a requirement or condition of a contract with an agency.

History:

[1994 c 632 art 3 s 33](#); [1998 c 386 art 1 s 6](#); [1999 c 86 art 1 s 11](#); [1999 c 230 s 1](#); [2000 c 488 art 2 s 1](#); [1Sp2001 c 8 art 2 s 10](#); [1Sp2001 c 10 art 2 s 37](#); [2003 c 130 s 12](#); [1Sp2003 c 1 art 2 s 48,49](#); [2004 c 206 s 7](#); [2007 c 148 art 2 s 35,36](#); [2009 c 101 art 2 s 109](#); [2014 c 187 s 3](#); [2014 c 196 art 1 s 5](#); [art 2 s 4](#)

Anoka County Municipal Waste Abatement Grant Funding Application

Cycle: *Annual* | Year: *2025* | Status: *Verified*

Member Name: *City of East Bethel*

2026 Applications are due June 2, 2025.

City of East Bethel is requesting the following funding for their 2026 Anoka County municipal waste abatement program efforts.

General Instructions

This application is provided to each municipality in Anoka County for funds to support and increase recycling activities and programs within the municipality.

The funds allocated in this application are based on the number of households in the municipality. The number of households is determined using the most current Met Council household data available. For calendar year 2026, 2023 Met Council data has been used to determine the number of households for this application.

There are three sections in this funding application:

- Base Funding
- Enhancement Funding
- Supplemental Funding

The Enhancement Funding section of the application also has three parts:

- Drop-off
- General Enhancement
- Organics Program Funding

Please complete each section of the grant application. A number value must be entered in each field before submitting the application. If no funds are being requested for any given field, enter a zero. If a completed funding application isn't submitted by June 2, 2025, the municipality will not be eligible for funding.

In a separate Re-TRAC form, reimbursement requests will be submitted twice a year.

USER TIPS

To contact support from within this form: Click "Support" at the top of the screen or "Program Support Request" in the green bar at the top of the form.

To print this form: Click the "Export" button found on upper top right corner of the form. You must save the form before you can export it.

To see eligible expenses within each section: Click "view eligible expense" in each section.

Click [here](#) to download the full Eligible Expenses document.

To save this form while working on it: Click "Save" at the bottom of the form and select "Save as Draft".

To submit this form: Click "Save" at the bottom of the form and if there are no errors, click the "Mark as Complete" option. Note that once you mark the form as complete, you cannot make changes to it.

Eligible Expenses

The following items are examples of eligible expenses allowed for reimbursement.

Collection Expenses: If residents are charged recycling fees for curbside or recycling events, waste abatement funds will reimburse the difference between the fees collected and the cost of recycling or composting the materials.

Equipment: The cost to purchase, maintain and repair equipment that is used exclusively to operate the recycling or composting program.

Containers: The cost for recycling or organics containers.

Promotion: The entire cost of a publication if totally dedicated to waste reduction, recycling or composting information or a percentage of the cost for the portion of a municipal publication dedicated to waste management information.

Staffing: Labor and staffing directly related to recycling program administration and implementation may be funded up to 75% of total funding allocation (not including Supplemental Funding). See Labor & Staffing section below for more information.

Ineligible Expenses

The following general operating expenses should NOT be submitted for reimbursement.

Standard Operational Expenses/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the municipality, standard operating expenses including office space rental, leasing office equipment and general office supplies, are not eligible for reimbursement.

Project Expenses: Specific to transportation, energy or ground water protection.

Collection Costs: The costs for general waste and recycling collection at municipal buildings, trash costs when advertised as being accepted at a recycling/cleanup day, and costs associated with road side cleanup of illegally dumped materials should not be included in this application.

General Municipal Staff: Staff time related to standard municipal operations (city administrator, office administration, facilities management, finance and legal staff) are not eligible for reimbursement if municipal staff do not assist the recycling coordinator directly on activities to help the municipality achieve its recycling goal, e.g. communications and collecting, processing or marketing recyclable materials and organics, their time will not be reimbursed.

 [Click here to view the previous years Application](#)

 [Click here to view the previous years Reimbursements](#)

Click [here](#) to download the full Eligible Expenses document.

Your Community has access to the following funds for 2026:

\$ 48,944.50

(An additional \$20,000 in discretionary funds may be available through the Supplemental Funding section.)

2026 BASE Funding Allocation

All municipalities are eligible for base waste abatement grant funding. When completing this application, base funding requests should fall under one of the following categories:

- regular curbside collection,
- general operations of a drop-off center,
- costs for spring and fall recycling days,
- basic promotion,
- yard waste collection and
- percentage of time the recycling coordinator spends on waste abatement activities.

Base Funding is \$10,000.00 base, plus \$5.00/household (household counts are based on 2022 Met Council estimates)

Municipality Name:

City of East Bethel

 **MANAGE ONLY**

of households

4,453

Base Funding

\$ 10,000.00

Base Funding Additional (based on \$5/household)

\$ 22,265.00

Total Base Funding Allocation

\$ 32,265.00

Curbside Collection

Complete ALL required fields below, if value is zero, enter "0.00".

Click [here](#) to download the Curbside Collection Eligible Expenses document.

Collection Service Provider Expenses

\$ 0.00

Contamination Fees

\$ 0.00

Additional Expenses

\$ 0.00

Curbside Collection Expense Subtotal

\$ 0.00

Estimated Revenue

\$ 0.00

Curbside Collection Expenses

\$ 0.00

Negative values here will not carry forward to other sections.

General Operations of a Drop-Off Center/Spring or Fall Recycling Day(s)

Click [here](#) to download the General Operations of a Drop-off Center/Spring or Fall Recycling Days Eligible Expenses document.

Complete ALL required fields below, if value is zero, enter "0.00".

DO NOT include any expenses for tires, oil, antifreeze & oil filters. These expenses should be listed in the Problem Materials section.

Collection Service Provider Expenses

\$ 12,000.00

Equipment

\$ 0.00

Facility Expenses

\$ 9,700.00

General Operations of a Drop-off Expense Subtotal

\$ 21,700.00

Estimated Revenue

\$ 750.00

General Operations of a Drop-off Expenses

\$ 20,950.00

Negative values here will not carry forward to other sections.

Promotion -- Base Funding

Click [here](#) to download the Promotion Eligible Expenses document.

Complete ALL required fields below, if value is zero, enter "0.00".

Printing

\$ 215.00

Postage

\$ 215.00

Advertising

\$ 0.00

Volunteer Incentives

\$ 0.00

Educational Entertainment

\$ 0.00

Promotion -- Base Funding Expenses

\$ 430.00

Yard Waste/Tree Waste

Click [here](#) to download the Yard/Tree Waste Eligible Expenses document.

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses

\$ 0.00

Equipment

\$ 0.00

Yard Waste/Tree Waste Expenses Subtotal

\$ 0.00

Estimated Revenue

\$ 0.00

Yard Waste/Tree Waste Expenses

\$ 0.00

Negative values here will not carry forward to other sections.

Problem Materials

(Tires, Oil, Antifreeze, and Oil Filters)

Click [here](#) to download the Problem Materials Eligible Expenses document.

Complete ALL required fields below, if value is zero, enter "0.00".

Service Provider Expenses

\$ 260.00

Estimated Revenue

\$ 0.00

Problem Material Expenses

\$ 260.00

Negative values here will not carry forward to other sections.

Program Administration -- Base Funding

Click [here](#) to download the Program Administration Eligible Expenses document.

Complete ALL required fields below, if value is zero, enter "0.00".

Office supplies	\$ 0.00
Training	\$ 0.00
Mileage	\$ 20.00
Membership Dues, Periodicals	\$ 0.00
Professional Services	\$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Program Administration- Base Funding Expenses

\$ 20.00

Total BASE Funding Requested

\$ 21,660.00

2026 Funding Remaining

\$ 27,284.50 *(Funding allocation minus Base Funding Requested)*

Complete ALL required fields below, if value is zero, enter "0.00".

2026 ENHANCEMENT Funding Allocation

The purpose of the Anoka County Municipal Waste Abatement grant funding program is to increase recycling and organics diversion and help the County achieve the State mandated goal of 75% recycling/composting by 2030. The County recognizes that this funding is needed to support established infrastructure costs that exceed the Base and each communities funding. To be eligible for grant funds, municipalities must apply for these funds. Applicants must itemize expenditures within each of the three grant sections, Drop-off, General Enhancement and Organics Program, below and calculate the total grant request for each category.

Drop-off Grant

This grant is allocated to cover additional drop-off center costs or events beyond the regularly scheduled spring and fall recycling days.

The grant for this section is \$10,000.00 for municipalities with up to 4,999 households and \$15,000.00 for municipalities with household counts 5,000 and over.

Below are examples of materials that can be collected for reuse or recycling. Only list organics expenses in the organics section.

Additional Reusable or Recyclable Materials Collected at Permanent Drop-off Centers or Special Events:

Appliances, Electronics, Mattresses*, Confidential Document Destruction, Fluorescent Bulbs, Household Batteries, Fire Extinguishers, Propane Tanks, Bicycles**, and Clothing**.

Additional Items:

Block and Shape Polystyrene, Cell Phones, Film Plastic/Bags, Furniture* **, Household Goods**, String

Lights/Extension Cords, Printer Cartridges

* None of these materials should be advertised as being collected on a Recycling Day and then disposed of as trash

** Items that should be evaluated for reuse prior to recycling

 **MANAGE ONLY**

Drop-off Grant Amount Available

\$ 10,000.00

Click [here](#) to download the Drop-off Eligible Expenses document.

Permanent Drop-off Center Enhancements

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses

\$ 0.00

New Equipment & Supplies

\$ 0.00

New Construction

\$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Permanent Drop-off Center Enhancement Expenses Subtotal

\$ 0.00

Estimated Revenue

\$ 0.00

Permanent Drop-off Center Enhancement Expenses

\$ 0.00

Negative values here will not carry forward to other sections.

Monthly or Quarterly Drop-off Events

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses

\$ 10,000.00

New Equipment & Supplies

\$ 0.00

User Coupon Incentives

\$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Monthly or Quarterly Drop-off Events Expense Subtotal

\$ 10,000.00

Estimated Revenue

\$ 0.00

Monthly or Quarterly Drop-off Event Expenses

\$ 10,000.00

*Negative values here will not carry forward to other sections.***Total Drop-off Grant Requested**

\$ 10,000.00

General Enhancement Grant

The grant amount available for this section is calculated using \$1.00/household.

General Enhancement Grant Amount Available

\$ 4,453.00

Click [here](#) to download the General Enhancement Eligible Expenses document.

Park Recycling

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses

\$ 0.00

Recycling Containers

\$ 0.00

Recycling Bags

\$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Park Recycling Expenses

\$ 0.00

Special Municipal Programs or Events - Please list any organics expenses in the organics section.

Complete ALL required fields below, if value is zero, enter "0.00".

Service Provider Expenses

\$ 0.00

Supplies & Containers

\$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Special Municipal Program or Event Expenses Subtotal

\$ 0.00

Estimated Revenue

\$ 0.00

Special Municipal Program or Event Expenses

\$ 0.00 *Negative values here will not carry forward to other sections.*

Special Curbside Recycling Collection

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses \$ 0.00

Subsidy to Resident \$ 0.00

Special Curbside Recycling Collection Expenses Subtotal

\$ 0.00

Estimated Revenue \$ 0.00

Special Curbside Recycling Collection Expenses

\$ 0.00 *Negative values here will not carry forward to other sections.*

Multi-Family Recycling Outreach

Complete ALL required fields below, if value is zero, enter "0.00".

Supplies & Containers \$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Multi-Family Recycling Outreach Expenses \$ 0.00

Promotion -- Enhancement Funding

Complete ALL required fields below, if value is zero, enter "0.00".

Printing \$ 0.00

Postage \$ 0.00

Advertising \$ 0.00

Volunteer Incentives \$ 0.00

Educational Entertainment \$ 0.00

Promotion -- Enhancement Funding Expenses

\$ 0.00

Total General Enhancement Grant Requested

\$ 0.00

Organics Program Grant

The grant amount for this section is \$0.50/household if additional curbside or drop-off grant programs are not offered to residents or \$1.00/household if curbside or drop-off organics programs are offered to residents.

Does your municipality offer curbside or drop-off organics programs to your residents? *

Yes

No

Amount Available

\$ 2,226.50

Click [here](#) to download the Organics Eligible Expenses document.

Organics Program Expenses

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses

\$ 0.00

Organics Equipment

\$ 0.00

Organics Only - Promotion

\$ 0.00

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Organics Program Expenses Subtotal

\$ 0.00

Estimated Revenue

\$ 0.00

Organics Program Expenses

\$ 0.00

Negative values here will not carry forward to other sections.

Total ENHANCEMENT Funding Requested

\$ 10,000.00

Maximum Funding Available

\$ 48,944.50

(Base plus Enhancement NOT including

Supplemental)

Total Funding Requested

\$ 31,660.00 (not including Staffing)

Funding Remaining

\$ 17,284.50 (Total Requested minus Max Amount available)

Labor & Staffing (All Programs)

 HIDDEN

Labor & Staffing Calculations

Maximum Available for Labor and Staffing based on 75% of total funding allocation:

\$ 36,708.38

Salary and labor expenses must be directly related to recycling program operations and administration. These expenses may be funded up to 75% of funding allocation (not including supplemental funding). The final % and expense amount for salary and labor will be determined after Anoka County approves the submitted staffing and labor metric.

Upload 2026 Staffing Metric and Drop-off Calculator *

2026 Staffing Metric and Drop-off Calculator.xlsx

Upload a scanned pdf of recent promotion for your current curbside or drop-off opportunities. It can be from a brochure, newsletter or from your website, for how your special curbside collection program works, and/or what is accepted at your city or town offices (during business hours), spring recycling event, permanent drop-off centers or other drop-off events.

*
DropOff Saturday Flyer - Jan-Dec 2025.pdf

Click [here](#) to download the Curbside Collection Eligible Expenses document.

 MANAGE ONLY

Admin only: The approved Labor and Staffing % from your 2024 Staffing Metric has been inserted to provide an estimate of typical Labor and Staffing costs for your community. In general, this percentage has not changed much over the last several years.

47 %

 MANAGE ONLY

Labor & Staffing Maximum Funds Available

\$ 23,003.92

General Program Administration

\$ 10,000.00

Program Implementation

\$ 7,284.50

Total Labor & Staffing Expenses Requested:

\$ 17,284.50

HIDDEN

Admin-Only- Additional Staff Funding

\$

HIDDEN

GRAND TOTAL LABOR & STAFFING FUNDING REQUESTED

\$ 17,284.50

Supplemental Funding Request

Supplemental grant funding is currently available to help support municipal waste abatement programs and/or new program development. Supplemental funding, however, should not be depended on for long-term program sustainability. Before requesting supplemental additional grant program dollars, it is critical that your municipality is willing to support and sustain the services before implementation.

Please be aware that there is a limited amount of supplemental funding available for this section. If the County receives more funding requests than funds, the funds may be reduced or denied for a municipalities supplemental funding request. Grants will be evaluated based on which projects best help the County meet the State mandated goal of 75% by 2030.

The maximum supplemental grant available may be up to \$20,000.00 per municipality.

Supplemental Funding - may include:

- Collection service provider expenses for additional materials
- Additional expenses from construction and paving projects
- Large equipment purchases
- New program expenses

Do you need additional funds to grow existing waste abatement programs? *

Yes No

In the box below, please include the following information:

- Identify need for supplemental funding;
- Describe project scope and design;
- Describe how the project may benefit multiple municipalities or the County as a whole;
- Note key stakeholders participating in project activities, including project collaborators;
- Quantify and list expected outcomes, such as, new materials to be collected, projected amount to be collected, percentage increase of currently collected materials if supplemental grant funding is approved.

HIDDEN

Supplemental Funding - Maximum Amount Available 20,000.00

Project Budget

List all project elements that require funding. Use the ADD button to add elements to the chart.

Project Element *	Expense *
Evergreen - Drop-Off Saturday and daily operation picks up TV, monitors, misc. electronics: printers, scanners, toasters, vacuums, any corded electronic. First State Tires: Drop-Off Saturday and daily operation	20,000.00

Total Supplemental Funding Requested

\$ 20,000.00

Summary of Funding Requested

Base Funding Requested

\$ 21,660.00

Enhancement Funding Requested

Drop-off Grant Requested \$ 10,000.00

General Enhancement Grant Requested \$ 0.00

Organics Program Grant Requested \$ 0.00

Total Enhancement Funding Requested

\$ 10,000.00

Labor & Staffing Funding Requested

\$ 17,284.50

Supplemental Funding Requested

\$ 20,000.00

Total Funding Requested

\$ 68,944.50

Date: *

05/20/2025

Name: *

Emily Jobs

Title: *

Finance and Recycling Coordinator

Total Funding Granted

 MANAGE ONLY

Base Funding Granted

21,660.00

 MANAGE ONLY

Drop-off Funding Granted

10,000.00

 MANAGE ONLY

**General Enhancement Funding
Granted**

 MANAGE ONLY

**Organics Program Funding
Granted**

 MANAGE ONLY

Labor & Staffing Funding Granted

17,284.50

 MANAGE ONLY

Supplemental Funding Granted

20,000.00

Total Funding Granted

\$ 68,944.50

 MANAGE ONLY

Office Use Only

Received By:

Sue Doll

Date:

05/20/2025

Manager Notes for Reporters:

[Redacted Manager Notes]

Created: May 2, 2025 at 03:58 PM CDT

Katie Hanson +

katie.hanson@anokacountymn.gov

Last Updated: Jul 25, 2025 at 06:53 PM CDT

Sue Doll +

Sue.doll@anokacountymn.gov



East Bethel Fire Department - New Deal

East Bethel Fire Department
minnesota
united_states

Reference: 20250828-163153479
Quote created: August 28, 2025
Quote expires: November 26, 2025
Quote created by: Andrew Douglas
Founder
andrew@siento.io

Jeff Cielocha
jeff.cielocha@ci.east-bethel.mn.us
3203390904

Comments from Andrew Douglas

This will be paid through the "I Feel" campaign by merch purchases

Products & Services

Item & Description	Quantity	Unit Price	Total
SientoSim Per-User Licensing Access to the SientoSim peer support practice platform for 1 user for 1 year	30	\$119.99	\$3,599.70 for 1 year
Siento Mobile App Per-User Licensing Annual User License Access to the Siento mobile app for 1 user for 1 year	30	\$59.99	\$1,799.70 for 1 year

One-time subtotal	\$5,399.40
Strategic Partnership Discount	(\$5,399.40)
	100.0% discount
Total	\$0.00

Purchase terms

Standard Terms and Conditions

Siento Inc. Sales Terms & Conditions

Master Services and Purchasing Agreement: This quote is limited to and conditional upon your acceptance of the provisions set forth herein and Siento Master Services and Purchasing Agreement (posted at www.siento.io/legal/sales-terms-and-conditions). In the event you and Siento have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased.

Acceptance of Terms: Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Siento that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Choose a profile to start the e-signature process.

<p>Jeff Cielocha jeff.cielocha@ci.east-bethel.mn.us</p>	<p>Sign now</p>
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<p>Andrew Douglas andrew@siento.io</p>	<p>Sign now</p>
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Questions? Contact me



Andrew Douglas
Founder
andrew@siento.io

Siento
522 West Riverside Avenue, Suite 4956
Spokane, WA 99201
United States

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



Meeting Date: September 8, 2025

Agenda Item Number: 7.0 A.1

Request: Request for Variances for the size and number of accessory structures on property at 22206 Durant St. NE (PIN# 02-33-23-44-0001) (City File 25-022).

Review Deadline: October 3, 2025

Background/Context

On July 23, 2025, the City received an application from Troy and Laurie Slater for property at 22206 Durant St. NE (PIN# 02-33-23-44-0001) to allow for the construction of a 60 x 150 foot (9,000 square foot) accessory structure for agricultural use. This would be the 5th accessory structure on this property. The 4 other accessory structures on the property total 1,652 square feet. The addition of this structure would bring the property to a total accessory structure square footage of 10,652 square feet. Based on acreage, this property is limited to a total accessory structure square footage of 8,760 square feet, requiring a variance from Section 14-4 Subdivision 4A of the Zoning Ordinance. Additionally, Section 14-4 Subdivision 4A of the Zoning Ordinance limits properties of this size to 4 accessory structures, requiring a variance for the construction of a 5th structure.

This property is 29.82 acres. It is zoned A - Agriculture and guided RR – Rural Residential. The property to the west is zoned and guided A – Agriculture, and the properties to the north, south, and east are guided and zoned RR – Rural Residential.

The City Council approved a rezoning from RR – Rural Residential to A – Agriculture on March 10, 2025 (Ordinance 2025-01). The A – Agriculture district exempts new accessory structures used for agricultural purposes from the State Building Code standards and the City Zoning Code’s architectural standards. Accessory structures used for agricultural purposes on properties zoned A – Agriculture are still required to comply with the Zoning Code’s standards for the size and number of accessory buildings allowed on a property, thus making these variances necessary for the construction of the proposed building.

This request is for two variances:

1. A variance from Section 14-4 Subdivision 4A of the Zoning Ordinance to allow a 5th accessory structure on a property limited to 4 structures.
2. A variance from Section 14-4 Subdivision 4A of the Zoning Ordinance to allow 10,652 square feet of accessory structure where a maximum of 8,760 square feet is allowed.

Both variances would be necessary for the applicant to construct a 9,000 square foot building. The first variance could be approved without approval of the second, though the applicant would be limited to the 8,760 square footage total.

Planning Commission Review

The Planning Commission held a public hearing on this item on August 26, 2025. The property owner was present to explain the purpose of the proposed building and provide information about the existing buildings on the site. No one else was present to comment during the public hearing. The Planning Commission voted 3-1 to recommend approval of the variances. Commissioner Downie voted to recommend denial of these variances over concerns of setting precedence and suggested that an existing building be removed from the site. Chair Johnson abstained due to conflict of interest.

Analysis

The City's discretion in approving or denying a variance is limited to whether or not the proposed project meets the standards set in the Zoning Ordinance for a variance. The City has a high level of discretion with a variance because the burden of proof is on the applicant to show that the variance standards have been met. Section 41 of the Zoning Ordinance permits "Agricultural buildings and similar structures as regulated by Section 14" as an accessory use for properties zoned A – Agricultural. According to Section 14-4 Subdivision A1 of the Zoning Ordinance, properties 5.0 acres or more are allowed 4 accessory structures totaling 3,000 square feet plus an additional 240 square feet of accessory structure for each additional acre. This 29.82-acre property is allowed 8,760 square feet of accessory structure. The addition of a 9,000 square foot building would bring this property to total of 5 accessory structures totaling 10,652 square feet. Section 14-4 Subdivision 4A of the Zoning Ordinance exempts an accessory structure on agricultural property from architectural and design standards, but not size standards.

The applicant has not provided a survey but has provided a site plan showing the proposed location of the building. Based on the site plan submitted, the proposed accessory structure appears to comply with all required property setbacks, though exact measurements were not provided. Staff would confirm the exact building setbacks at time of permit submittal. The applicant has also submitted building plans for the proposed structure, though structures used solely for agricultural purposes are exempt from State Building Code standards and City architectural standards.

Section 4.10 of the Zoning Ordinance establishes standards 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 standards 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 applicant is proposing to construct a 150 x 60 foot (9,000 square foot) pole barn for agricultural purposes on a property zoned A - Agricultural. MN Statute §273.13 defines agricultural purposes as "raising, cultivation, drying, or storage or agricultural products for sale, or the storage of machinery or equipment used in support of agricultural production by the same farm entity". A condition of approval has been included to require the building's use to be exclusively agricultural.

The applicant's property already has 4 accessory structures: a 144 sq. ft. shed, a 196 sq. ft. shed, a 448 sq. ft. former granary, and an 864 sq. ft. former house. The property also has a 100 sq. ft. shed which, due to its size, does not count towards the total accessory structure square footage and number. The proposed structure itself exceeds the total amount of accessory structure square footage allowed on the property. The proposed structure appears to meet property setbacks.

The City Council may find that an additional accessory building bringing the total accessory structure square footage to 10,652 square feet on a single property is a reasonable use of this

property because the property is zoned A – Agricultural and the building would be used for agricultural purposes.

The City Council may find that an additional accessory building bringing the total accessory structure square footage to 10,652 square feet on a single property is not a reasonable use of this property because there are already 4 existing accessory structures on the property and the proposed structure itself exceeds the total amount of structure square footage allowed on the property. The applicant could remove 1,892 sq. ft. of existing accessory buildings and that would eliminate the need for both variances.

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.*

Staff has found there are no unique physical characteristics of the property which require the construction of a 9,000 square foot accessory building. While there are existing accessory structures on the property contributing to the total square footage of accessory structure on the property, the proposed building alone exceeds the 8,760 square feet of accessory structure allowed by the Code.

At the August 26th Planning Commission meeting the applicant stated that the existing buildings on the property may be historically significant and indicated that is why he does not want to demolish any of the existing structures on the property. The applicant provided a letter from the State Historic Preservation Office (SHPO) indicating that the farmstead as a whole (including buildings) may be considered historic. The applicant indicated that he is working with a consultant to prepare a Phase I architectural survey as recommended by SHPO to determine the historic significance of this property's existing buildings and the potential effects of the construction of a new building. If the property were to be identified as historically significant, the property owner would not be prevented from altering his property, but he would be advised to follow best practices provided by the National Parks Service for historically significant sites. The City of East Bethel does not have a Heritage Preservation Commission.

The City Council may find that the presence of potentially historic buildings on the property is unique and justifies the approval of variances for the size and number of accessory structures to avoid demolishing existing buildings of potential historical significance.

The City Council may find that there are no unique physical circumstances to the property which justify the approval of variances for the size and number of accessory structures and that the applicant could remove some existing structures and/or shrink the proposed building to comply with Ordinance standards.

3. *Character. 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.*

The proposed accessory structure is 60 feet x 150 feet with a 14-foot sidewall height. This building would be visible from Durant Street. Building plans prepared and submitted by the applicant show two garage doors, two doors, and two windows on the eastern side of the building facing Durant Street. Though the color and material of the proposed building is not shown on the building plan, the building plan shows two colors/materials on the eastern face of the building. The proposed building plan indicates that the building would comply with the

Architectural standards established in Section 14-3 of the Zoning Ordinance, though Agricultural buildings are exempt from these standards.

Though it is not uncommon for agricultural properties to have several large accessory buildings, City Staff has not found record of other A - Agriculture properties exceeding the number and square footage standards established in Section 14-4 Subdivision 4A of the Zoning Ordinance. A similarly sized greenhouse is located on the property north of this site, though this property and building is screened by mature trees. The Planning Commission could recommend the additional accessory structure on this property be screened to mitigate the effect of the additional building area.

The City Council may find that an additional accessory building bringing the total accessory structure square footage to 10,652 square feet on a single property would not be out of scale, out of place, or otherwise inconsistent because the building would meet the City's architectural standard for accessory structures and the size and total of buildings is typical of an agricultural property.

The City Council may find that an additional accessory building bringing the total accessory structure square footage to 10,652 square feet on a single property would be look out of scale, out of place, or otherwise inconsistent because the building is significant in size, would be visible from Durant Street, and is not screened.

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. The City Council should evaluate the requests based on the application material, contents of the staff report, testimony from the public hearing, recommendation provided by the Planning Commission, and discussion. If the City Council finds one or more of the practical difficulties tests are not met, they must deny the variance requests. The City Council may approve one, both, or none of the variances.

Staff has provided findings of fact for both approval and denial of the variance requests in the staff report. A resolution of approval has been provided as recommended by the Planning Commission and may be modified to reflect the findings of the findings of the City Council. If the Council finds that the variance standards have not been met, they should recommend denial, provide findings, and direct staff to bring a denial resolution to the next Council meeting for adoption.

Requested Action

Move to adopt the resolution approving the request for variances to allow 5 accessory structures totaling 10,652 square feet on a single property located at 22206 Durant Street NE, as recommended by the Planning Commission.

Attachments:

1. Resolution for Approval
2. Location Map
3. Applicant Site Plan dated July 23, 2025
4. Applicant Building Sketch Plan dated July 17, 2025
5. Applicant Practical Difficulties Statement dated August 4, 2025
6. SHPO letter dated July 29, 2025

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

RESOLUTION NO. 2025-52

A RESOLUTION **GRANTING** VARIANCES FROM APPENDIX A SECTION 14-4, SUBDIVISION 4A OF THE CITY CODE FOR THE CONSTRUCTION OF A 5TH ACCESSORY STRUCTURE AND A TOTAL OF 10,652 SQUARE FEET OF ACCESSORY STRUCTURE ON PROPERTY LOCATED AT 22206 DURANT ST. NE (PIN: 02-33-23-44-0001) LEGALLY DESCRIBED AS:

THE SE1/4 OF SE1/4 OF SEC 2 TWP 33 RGE 23, EX S 543 FT OF E 650 FT THEREOF (AS MEAS ALG S & E LINES THEREOF), EX RDS, SUBJ TO EASE OF REC

WHEREAS, the applicants, Troy and Laurie Slater, requested variances to construct a 9,000 square foot accessory structure on property already containing 4 accessory structures totaling 1,652 square feet, and;

WHEREAS, the applicant has requested approval to allow 5 accessory structures totaling 10,852 square feet on a 29.82-acre property where 4 accessory structures totaling 8,760 square feet is allowed, and;

WHEREAS, the Planning Commission held a public hearing on August 26, 2025 and recommended approval; and,

WHEREAS, the City finds the request:

1. Is a reasonable request:
 - The property is zoned A – Agricultural and the building would be used for agricultural purposes.
 - The building is exempt from State Building Code Standards and appears to meet the City’s setback requirements.
2. Is due to circumstances unique to the property, not caused by the landowner;
 - The existing buildings on the site are potentially historical and in the process of being evaluated for historical designation.
3. Will not have a negative effect on the character of the neighborhood;
 - The building appears to meet the architectural standards for accessory structures established in the City Code.
 - The size and total number of buildings is typical of an agricultural property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves variances from Appendix A Section 14-4, Subdivision 4A of the City Code for

the construction of a 5th accessory structure and a total of 10,652 square feet of accessory structure on property located at 22206 Durant St. NE, subject to the following conditions:

1. A variance is approved to allow the construction of a 5th accessory structure and a total of 10,652 square feet of accessory structure on property located at 22206 Durant St. NE, in accordance with the plans and application received by the City on July 27, 2025 and additional information received on July 23, 2025 excepted as amended by this resolution.
2. The applicant must obtain a zoning permit from the City prior to construction of the proposed structure.
3. The applicant must obtain building permits prior to the installation of plumbing, HVAC, or electrical work.
4. The applicant shall use the building exclusively for agricultural purposes and shall not use the building for personal storage, retail, or other non-agricultural purposes.

Adopted this 8th day of September, 2025 by the City Council of the City of East Bethel

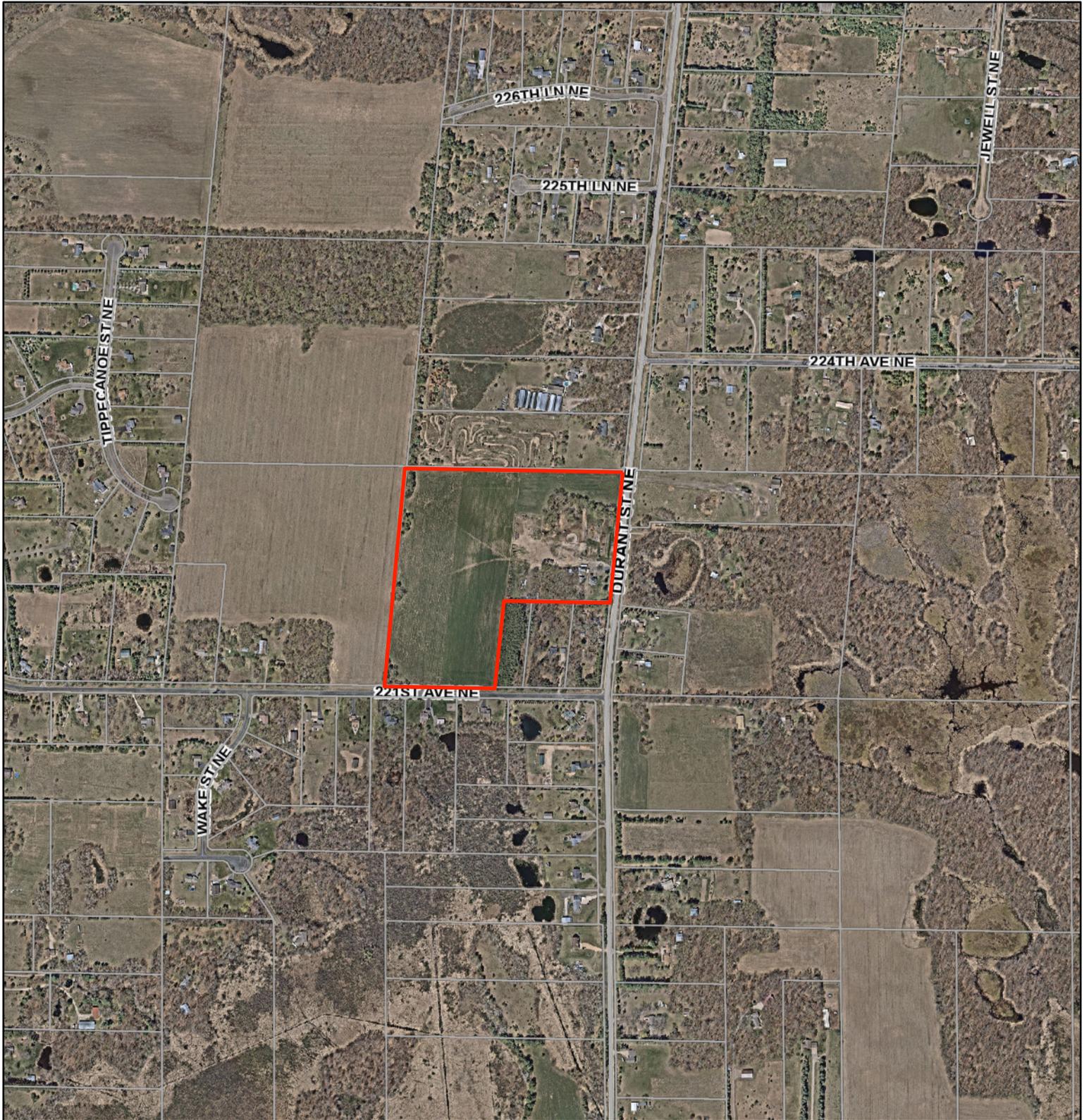
CITY OF EAST BETHEL

ATTEST

Ardie Anderson, Mayor

Matt Look, City Administrator

22206 Durant St. NE Location Map



-  Parcels
-  City Mask

1 inch equals 1,116 feet

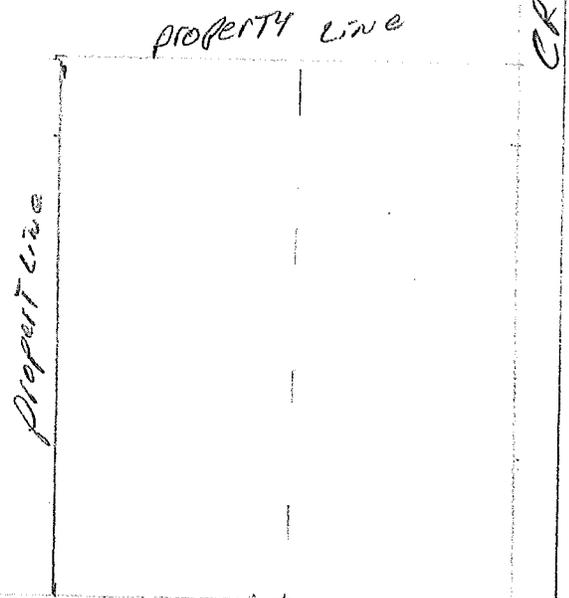


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2

30 ACERS

see Plan A

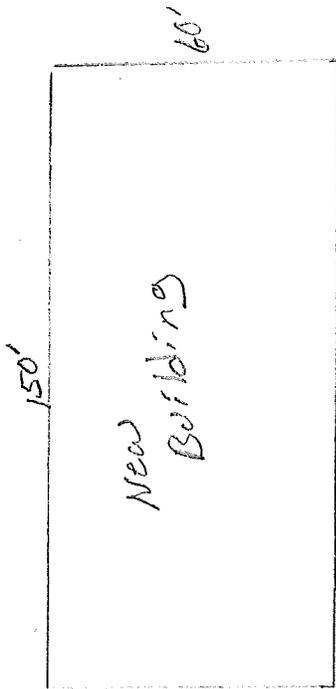
House



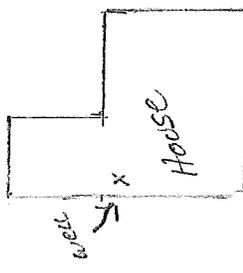
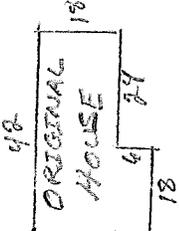
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↑ NORTH

PLAN A

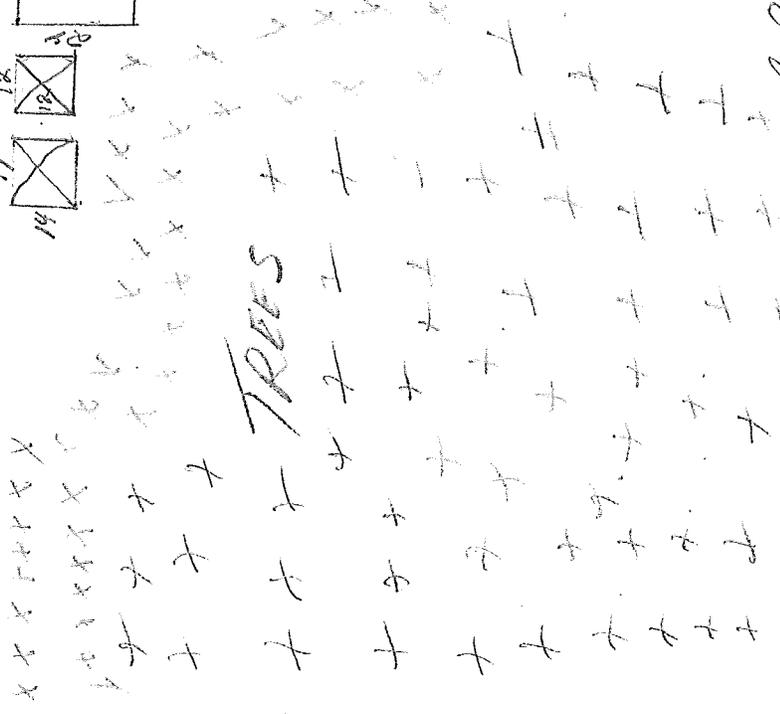


Field Road



septic tanks

Dearfield Field



PROPERTY LINE

CR 15

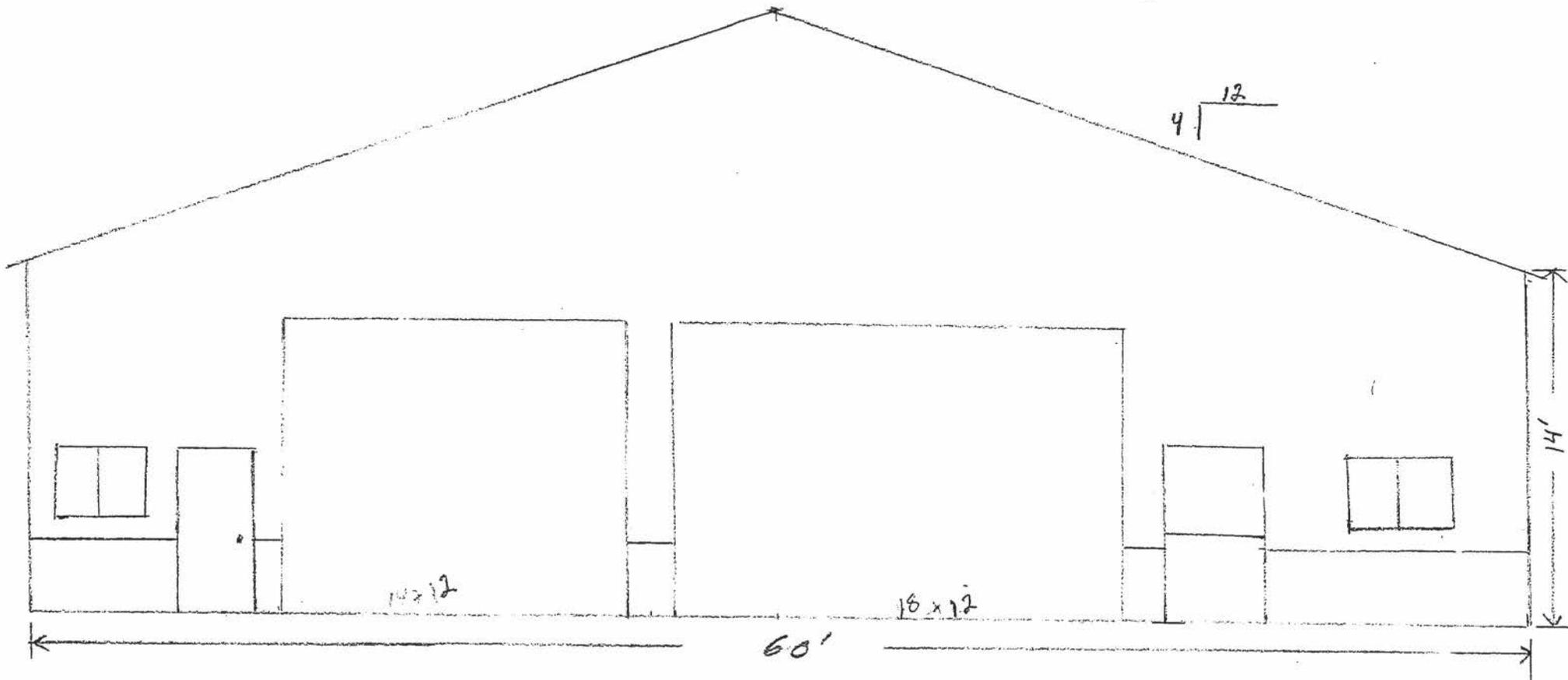
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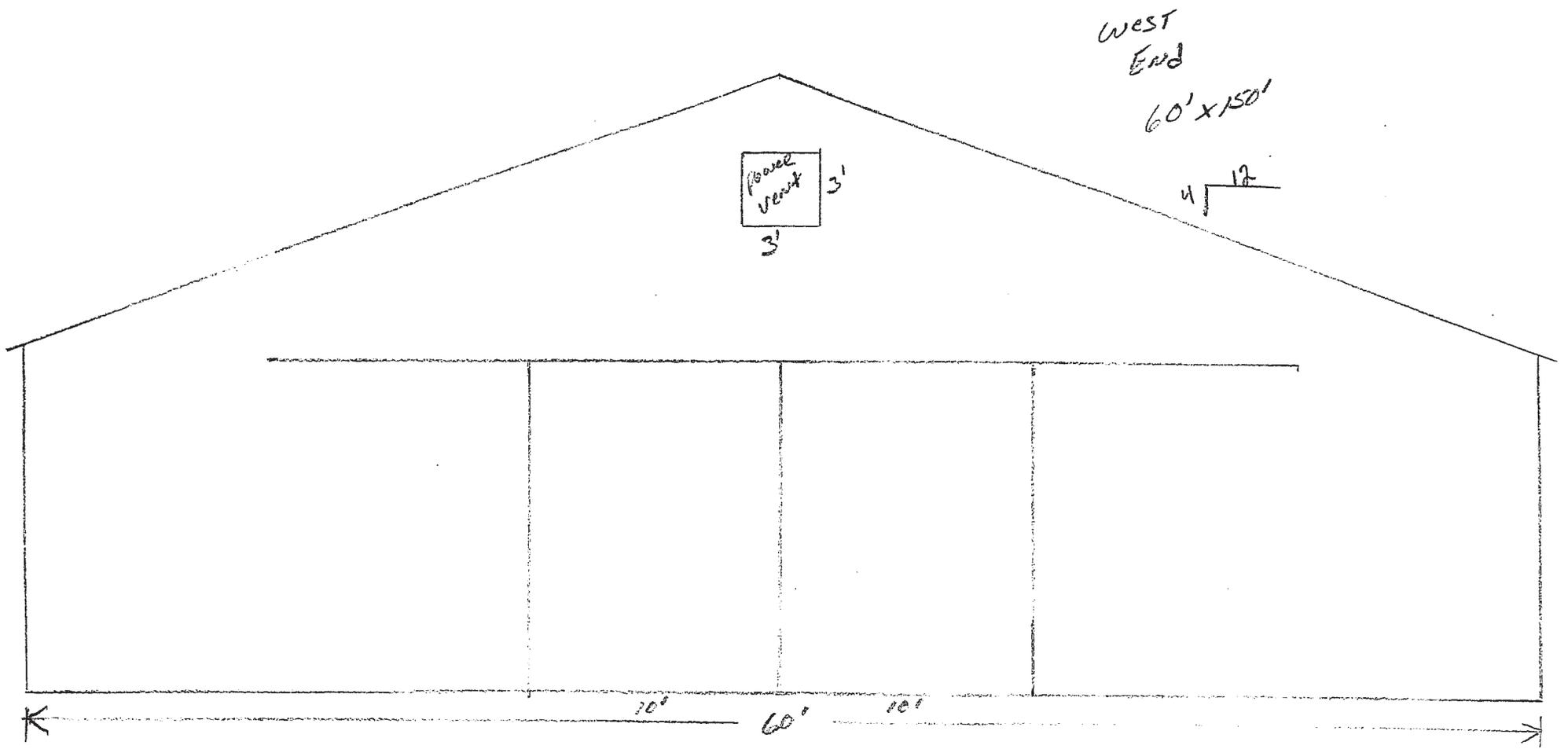
[REDACTED]

22206 Durant ST NE.
Cedar MN. 55017

Email - [REDACTED]

EAST END
60' x 150'





RECEIVED
8/4/25



East Bethel Community Development
2241 221st Ave. NE • East Bethel, MN 55011
Phone: (763) 367-7844 • Fax: (763) 434-9578

Variance Application

Practical Difficulties

The Planning Commission shall not recommend approval of any variance unless it finds that failure to grant the variance will result in practical difficulties on the applicant and, as may be applicable, all of the following hardship criteria have been met. Economic considerations alone do not constitute practical difficulties. Please explain how your variance request aligns with the hardship criteria:

- The property owner proposes to use the property in a reasonable manner not permitted by an official control:

The use of this building is reasonable.

- The plight of the landowner is due to circumstances unique to the property not created by the landowner:

I have over 1.3 million square feet of land. A 9,000 sq. ft building is an insignificant addition. The other outbuildings are very small.

- The variance, if granted, will not alter the essential character of the locality:

We are in rural area. This is an agricultural building.

Revised: 4/18/2025

July 29, 2025

VIA E-MAIL ONLY

Katie M. Miller
Kanabec/Pine County FSA
2008 Mahogany St, Suite 1
Mora, MN 55051
Sent by email: katie.miller1@usda.gov and MoraFarmLoan@usda.gov

RE: Construct ^{60x150}81' x 120' Pole Shed - Troy Slater
22206 Durant Street NE
East Bethel, Anoka County
SHPO Number: 2025-1407

Dear Ms. Miller:

Thank you giving us an opportunity to comment on this project, which was submitted to our office for review on July 1, 2025. This project has been reviewed pursuant to the responsibilities given the State Historic Preservation Officer by Section 106 of the National Historic Preservation Act (54 U.S.C. § 306108) and its implementing federal regulations, "Protection of Historic Properties" (36 CFR Part 800).

While your submittal provides baseline information regarding the project, you have not provided enough information for our office to reach the conclusion that no historic properties will be affected by this project. In order for us to continue our review, please send the following items (underlined):

Definition of the Undertaking

We understand this project consists of construction of a new 81' x 120' pole shed on a location that appears to have been recently graded.

From the aerial photos you submitted, it appears that there were buildings on the proposed location of the pole shed. When were these demolished? What buildings were in this location, and when were they built?

Determine the Area of Potential Effects

Please provide a map with the Area of Potential Effects (APE) boundaries shown. While a map of the "area of impact" was included in your submission, it doesn't appear to take into account all of the potential impacts of the project on the farmstead, as a whole. **The farmstead must be considered as a whole—a complex of buildings and other related built structures.**

APE is defined as the geographic area within which a project may directly or indirectly cause alteration in the character or use of a historic property. The APE is defined before the identification of any historic properties. Therefore, to determine the APE, you do not need to know whether any historic properties

~~CS-451-1034~~

~~Hornington Preservation~~

exist in the area(s), but you should include all locations where the project may cause change to other properties, including ground disturbances, visual or audible changes, or changes in public access, traffic patterns, or land use.

Identification of Historic Properties

The Section 106 process requires a reasonable and good faith effort to identify historic properties within the APE. Historic properties are defined as those that are listed or eligible for listing in the National Register of Historic Places. Keep in mind that previous surveys may not have identified all historic properties within the APE and more research may be necessary.

Architecture

Under 36 CFR 800.4(b)-(c) it is the responsibility of the federal agency (or its representative) to identify properties over 45 years old and evaluate historic properties that may be affected by the proposed project. According to project documentation submitted, this farmstead dates to the 1860s. It appears to have several extant buildings from an early time period. We recommend you hire a consultant to perform a Phase I reconnaissance-level architecture-history survey to determine the potential for historic resources in the APE. If, based on the results of the survey, the consultant recommends a Phase II intensive-level survey for any property, then that should be carried out.

The survey must meet the requirements of the Secretary of the Interior's Standards for Identification and Evaluation. For a list of consultants who have expressed an interest in undertaking this type of research, please visit the website <https://www.mnhs.org/preservation/directory>, and select "Historians" in the "Search by Specialties" box.

We have included this property in the Minnesota Statewide Historic Inventory Portal (MnSHIP), the online database of properties of interest. The assigned Inventory Number for this property is **AN-EBC-00006**. The consultant will need to submit an updated inventory form under this number to MNSHIP.

Archaeology

We agree that no further archaeological investigation is warranted for this project.

Continuing Consultation

When the survey has been completed, please submit all of the requested information at one time (i.e., not over the course of several days) to our dedicated project review email ENReviewSHPO@state.mn.us. Include the SHPO File Number in the Subject Line of your email. Please let us know that the consultant has submitted an updated inventory form to MnSHIP, since we won't automatically be notified.

If you have any questions regarding our review of this project, please contact me at leslie.coburn@state.mn.us.

Sincerely,

Leslie Coburn

Leslie Coburn
Environmental Review Specialist

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



Date: September 8, 2025

Agenda Item Number: 7.0 A.2

Request: A request for a Rezoning, Planned Unit Development, and Preliminary Plat, for "Cliffs Anderson Acres", a 3-lot single-family subdivision north of 217th Ave. NE (PID #12-33-23-14-0002) (City File 25-020)

Review Deadline: October 25, 2025

Background/Context

On May 27, 2025 the Planning Commission held a public hearing and recommended approval for a concept plan for this subdivision. The City Council reviewed the concept plan at their meeting held on June 9, 2025 and provided non-binding approval to the applicant to proceed with the plat.

On June 27, 2025, the City received an application for a three-lot subdivision named "Cliffs Anderson Acres" located at PID #12-33-23-14-0002 on the north side of 217th Avenue NE. The total area of the existing parcel is approximately 20.35 acres. The parcel is guided Rural Residential and zoned RR- Rural Residential within the Special Natural Environmental Overlay District. The properties to the south and west of this parcel are all guided and zoned the same. The properties to the north of this parcel are guided and zoned Park/Natural Area within the Gordie Mikkelson Wildlife Management Area. The properties to the east are within Linwood Township's "Dellwood County Estates" subdivision.

On August 20, 2025, the City received updated plans addressing some of comments provided by the City Engineer and Anoka County Highway Department. The approval resolution reflects these updates

Planning Commission Review

The Planning Commission held a public hearing on this item on August 26, 2025. The Developer was present to speak on the item. No one else was present to comment during the public hearing. The Planning Commission voted 5-0 to recommend approval of the Ordinance to rezone the property to PUD overlay and 5-0 to recommend approval of the Resolution approving the Preliminary PUD Plan and Preliminary Plat.

Analysis

The City has a relatively high level of discretion in approving or denying a rezoning application. The proposed zoning for a property must be consistent with the City's Comprehensive Plan. If the proposed zoning is not consistent with the Comprehensive Plan, the City must deny the rezoning application. The Zoning Ordinance and Map are the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.

The City has a relatively high level of discretion in approving a PUD. A PUD must be consistent with the City's Comprehensive Plan. The City may impose reasonable requirements in a PUD not otherwise required if the City deems it necessary to promote the general health, safety and welfare of the community and surrounding area.

The City's discretion in approving a preliminary plat is limited to whether the proposed plat meets the standards outlined in the City's Subdivision and Zoning Ordinance and the conditions of the preliminary plat approval. If it meets these standards, the City must approve the plat.

The plat is consistent with the concept plan that was reviewed previously by the City. The property is currently a vacant parcel totaling approximately 20.35 acres. Within the RR- Rural Residential zoning district a minimum lot size required is 2 acres, with a density not to exceed 1 unit per 2.5 acres. The proposed density of this plat is 1 unit per 6.48 acres. The City's 2040 Plan sets the overall average density within the Rural Residential Land Use district to 1 unit per 10 acres. This development will not increase the average density within the city-wide Land Use designation beyond this standard. All lots within the proposed subdivision meet the 2-acre minimum lot size and minimum buildable area standard of 23,000 square feet. Additionally, each lot meets the required minimum 200-foot width at the right-of-way setback line.

Streets and Access

There are no internal streets, and each lot will need to obtain an individual Access Permit from Anoka County. A letter from Anoka County is attached to this report. The report notes that the preferred driveway locations for Lot 2 is on the western edge of the property, and the preferred access point for Lot 3 is on the eastern edge of the property. The applicant's updated plans address this request. The County also is requesting an additional 27 feet of ROW along CR 74. Compliance with the request for addition ROW and all AHCD comments has been added as a condition of approval.

Wetlands

After the Planning Commission meeting, a Notice of Decision was provided by the TEP concurring with the wetland delineation report's findings that no wetlands are present on the site.

Floodplain

The northern part of this plat is within Flood Zone X. Plans show a lot tabulation denoting the proposed lowest floor elevation for each building pad and septic area on each block as being at least 3 feet above mottled soil. The minimum acceptable lowest floor elevation for new construction of residential is three feet above the highest known water table, mottled soil or 100-year floodplain elevation, whichever is highest.

Shoreland

This parcel is not within the City's Shoreland Overlay Zoning District.

Stormwater Management

This plat will have 2 infiltration basins to handle stormwater run-off. These basins are south of the proposed home pads along the lot line of Lot 1 and Lot 2 and the lot line of Lot 2 and Lot 3. Most of the anticipated run-off from the new driveways will be routed to these basins.

The applicant has provided a Stormwater Drainage Report which has been reviewed by the City Engineer. The City Engineer's comments state Vehicle Maintenance Access roads will need to be provided, marked clearly on the submitted plans, and contained within an easement. This has been added as a condition of approval as included in the City Engineer's memo.

Utilities

No public utilities are proposed with this plat. Each lot will be served by individual septic and well, with potential sites having been indicated on the preliminary plat. Septic permits are required to be reviewed by the City Building Inspector and must show compliance with setbacks.

Easements

The northeast corner of this plat covers part of a driveway which is used to access the lot directly to the north of this property. This area will not be disturbed by the construction anticipated in the platted area. An easement shall be drafted prior to plat approval to allow for the neighboring property owner to maintain property access through the platted area. This has been added as a condition of approval.

Parks Commission

The Parks Commission met on May 13, 2025, and recommended cash-in-lieu of land for this subdivision. The suggested total park dedication fee is \$6,000 to be paid with the final plat.

Engineering

The City Engineer reviewed the plat and other submitted materials and has made comments that will need to be addressed prior to the approval of the final plat. This has been added as a condition of approval.

Planned Unit Development (PUD) and Rezoning

The applicant has applied for approval of a rezoning to Planned Unit Development overlay and approval of a preliminary PUD plan as required for a development within the Significant Natural Environmental Overlay District. The SNEA Overlay District was developed with the guidance of the Anoka Conservation District, the Minnesota Department of Natural Resources, and the Metropolitan Council. The purpose of the SNEA Overlay District is to "protect and rehabilitate areas within the City of East Bethel that contain native vegetation and natural features and/or natural resources that contribute to the health, welfare, and quality of life of the people in the City of East Bethel".

The request would be a rezoning to PUD overlay based on the Rural Residential district standards. No PUD flexibility is requested.

The application standards pertaining to PUDs shall apply to SNEAs. The standards for approving a PUD are as follows:

- A. The consistency of the proposed PUD with the city's comprehensive plan;

This property is guided Rural Residential under the City's Comprehensive Plan. This proposed subdivision meets the development standards for density, utilities, ROW, and use within the rural residential land use classification. The SNEA requires all land to be developed as a PUD. This project is not requesting any PUD flexibility from the ordinance standards.

- B. The proposed uses compliance with the standards and criteria of the zoning ordinance and subdivision regulations;

This property is zoned Rural Residential. The proposed subdivision meets the City's acreage, density, frontage, and buildable area standards established in Section 42-7 of the City Zoning Ordinance. Additionally, this PUD meets the minimum size requirement of 3 acres for PUDs established in Section 56-4 of the City Zoning Ordinance.

- C. The extent to which the proposed PUD is designed to form a desirable and unified environment within its own boundaries in terms of relationship of structures, patterns of circulation, visual character, and sufficiency of drainage and utilities;

This PUD preserves many of the trees on this parcel which are mostly concentrated along the existing property lines to the east, south, and north. Some trees on the southern line of the property will be removed for the installation of driveways along 217th Avenue. The total

disturbed area of this development is estimated to be 5.04 acres, approximately 25% of the total site area. The proposed development pattern will preserve a large amount of open space on the site.

- D. The extent to which the proposed uses will be compatible with present and planned uses in the surrounding area;

The proposed, present, and planned use of this parcel is Rural Residential. The construction of 3 single-family homes on this site at a density of 1 unit per 6.48 acres is compatible with this use. The present and planned use of the property to the north is Park/Natural Area. The construction of 3 single-family homes on the proposed lots will have a minimal impact on this property. Additionally, the properties to the east, within Lindwood Township, have been platted at a slightly higher density of 1 unit per 4.05 acres. These too should see minimal impact from the proposed development.

- E. The impact of the proposed uses on the health, safety, and general welfare of the occupants of the surrounding area;

The proposed development should have a minimal impact on the health, safety, and general welfare of the occupants of the surrounding area. The Anoka County Highway Department has reviewed the plan and provided their preferred driveway placements to minimize traffic impacts. Sewage treatment and water will be provided by individual well and septic, and the City Engineer has reviewed the submitted Stormwater and Drainage Plan.

- F. The burden or impact created by the PUD on parks, schools, streets, and other public facilities and utilities;

The addition of 3 single family homes will have a limited impact on the City's public infrastructure. No public streets are proposed, and water and sewer will be managed on site through individual well and septic. A park dedication fee of \$6,000 will be collected prior to the filing of the Final Plat.

- G. The sufficiency of each phase of the PUD to ensure its construction and operation is feasible without dependence upon any subsequent phase;

This is a single-phase project.

- H. The impact of the PUD on environmental quality, property values, scenic views, and preservation of significant natural resources and amenities of the surrounding area; and

This PUD should have minimal impact on environmental quality, property values, scenic views, and significant natural resources. Most of the trees on this site, located along the northern, eastern, and southern property lines of the current parcel, will be preserved. The proposed home locations are on land which is already bare, though a small number of trees will be removed for driveway access. Approximately 0.66 acres of this site is proposed impervious surface. The impacts of this impervious surface are addressed through the creation of 2 infiltration basins. The City Council may recommend conditions of approval pertaining to environmental quality and tree preservation.

- I. That any exceptions to city ordinances, policies, or regulations are justified by the design or development of the proposed use.

No exceptions have been made to City ordinances, policies, or regulations.

Summary

The Rezoning, PUD, and Preliminary Plat request meets the standards in the Code and matches the concept plan previously reviewed by the City. The requests are consistent with the comprehensive plan and density allowed for these parcels. Staff recommends approval of the Rezoning, Preliminary PUD Plan, and Preliminary Plat. Staff has provided findings of fact for approval within the approval resolution. These findings may be modified to reflect the findings of the Council. If the Council finds that the requests do not meet the standards of review, the Council shall recommend denial, provide findings of fact, and direct staff to bring a denial Resolution to the next City Council meeting for adoption.

Requested Action

Move to adopt the Ordinance to rezone the property to PUD Overlay and the Resolution approving the Preliminary PUD Plan and Preliminary Plat for Cliffs Anderson Acres, a 3-lot single-family subdivision north of 217th Ave. NE (PID #12-33-23-14-0002).

Attachments:

1. Ordinance Approving the Rezoning
2. Resolution Approving the Preliminary PUD Plan and Preliminary Plat
3. Location Map
4. Existing Conditions Survey, dated August 20, 2025
5. Preliminary Plat, dated August 20, 2025
6. Civil Plans dated August 20, 2025
7. Anoka County Highway Department Comment Letter, dated July 14, 2025
8. City Engineer's Memo, dated August 22, 2025

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

ORDINANCE NO. 2025-04

THE CITY COUNCIL OF THE CITY OF EAST BETHEL DOES HEREBY ORDAIN AS FOLLOWS:

CITY CODE APPENDIX – A, ZONING

ZONING MAP DATED MARCH 10, 2025

The Official Zoning Map of the East Bethel Zoning Ordinance is hereby amended to change the zoning classification of property identified as PID #12-33-23-14-0002 to Planned Unit Development Overlay.

The Zoning Administrator is hereby directed to make the appropriate changes to the Official Zoning Map to reflect the change in zoning classification.

All other Titles, Chapters and Sections of the City Code shall remain as written and adopted by the City of East Bethel City Council.

Adopted this 8th day of September, 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. 2025-53

**A RESOLUTION APPROVING THE PRELIMINARY PUD PLAN AND
PRELIMINARY PLAT FOR “CLIFFS ANDERSON ACRES” (PIN# 12-33-23-14-0002)
FOR PROPERTY LEGALLY DESCRIBED AS:**

E1/2 OF SE1/4 OF NE1/4 OF SEC 12 TWP 33 RGE 23, EX RD, SUBJ TO EASE OF
REC

WHEREAS, Tom Carlisle of Sherco Construction has requested approval of a Preliminary PUD plan and Preliminary Plat for “Cliffs Anderson Acres”; and

WHEREAS, the applicant received approval of a Concept Plan for the proposed plat from the East Bethel City Council at the June 9, 2025 meeting; and

WHEREAS, the East Bethel Review Committee has reviewed the preliminary plat and provided comments; and

WHEREAS, pursuant to published and mailed notice thereof, the Planning Commission has conducted a public hearing on said plat at the August 26, 2025 meeting; and

WHEREAS, as a result of such public hearing, the Planning Commission recommends approval of the preliminary plat to the City Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the preliminary PUD plan and Preliminary Plat request for “Cliffs Anderson Acres”, with the following conditions:

1. A preliminary PUD plan and a preliminary plat for “Cliffs Anderson Acres” is approved to create three lots, in accordance with the application received by the City on June 27, 2025 and additional materials received on August 20, 2025 excepted as amended by this resolution.
2. Approval is contingent upon the rezoning to PUD Overlay as required by the SNEA district.
3. The Developer shall satisfy any and all comments on the Preliminary Plat from the City Engineer memos dated July 23, 2025 and August 22, 2025 prior to filing a Final Plat application. The City Engineer will determine when all items have been addressed.
4. The Developer shall satisfy any and all comments on the Preliminary Plat from the Anoka County Highway Department dated July 14, 2025 prior to any site grading.

5. The Developer shall draft an easement to allow the property owner to the north to maintain their driveway which encroaches on the northeast corner of the platted property prior to filing a Final Plat application.
6. All potential septic sites must be fenced off and protected during construction.
7. The Developer shall be responsible for the cost of construction of all improvements proposed as a part of the Preliminary Plat.
8. Prior to Final Plat recording at Anoka County, a Development Agreement acceptable to the City Attorney must be executed by the Developer and the City and filed with the final plat.
9. Park dedication fee totaling \$6,000 for the three new lots must be paid prior to the release of the Final Plat.

Approval shall expire within one year of the date of approval unless the applicant has filed a complete application for approval of the final plat.

Adopted this 8th day of September, 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

Ardie Anderson, Mayor

Matt Look, City Administrator

Cliffs Anderson Acres Location Map



-  Parcels
-  City Mask

1 inch equals 558 feet



EXISTING CONDITIONS / CERTIFICATE OF SURVEY

~for~ SHERCO CONSTRUCTION
~of~ CLIFFS ANDERSON ACRES
EAST BETHEL, MN

DEVELOPER/OWNER

SHERCO CONSTRUCTION, INC.
TOM CARLISLE
79 LAKE STREET N
FOREST LAKE, MN 55025
(651)462-1817

EXISTING LEGAL DESCRIPTION

The East Half of the Southeast Quarter of the Northeast Quarter, Section 12, Township 33 North, Range 23 West, Anoka County, Minnesota.

SOIL LEGEND

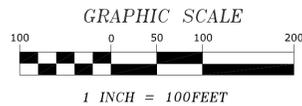
ZmA= Zimmerman fine sand, 0 to 2 percent slopes
ZmB= Zimmerman fine sand, 1 to 6 percent slopes
ZmC= Zimmerman fine sand, 6 to 12 percent slopes

VICINITY MAP

PART OF SEC. 12, TWP. 33, RNG. 23



ANOKA COUNTY, MINNESOTA
(NO SCALE)



NORTH

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET
- ⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES EXISTING ELEVATION
- DENOTES FIBER OPTIC BOX
- DENOTES GUY WIRE
- DENOTES POWER POLE
- DENOTES SIGN
- DENOTES SOIL BORING. (BY MARK TRADEWELL)
- DENOTES EXISTING CONTOURS
- DENOTES TREE LINE
- DENOTES OVERHEAD UTILITY
- DENOTES FENCE
- DENOTES SOIL BOUNDARY
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

BENCHMARK

BENCHMARK: ANOKA COUNTY BENCHMARK 4012
ELEVATION: 911.51 (NAVD88)

NOTES

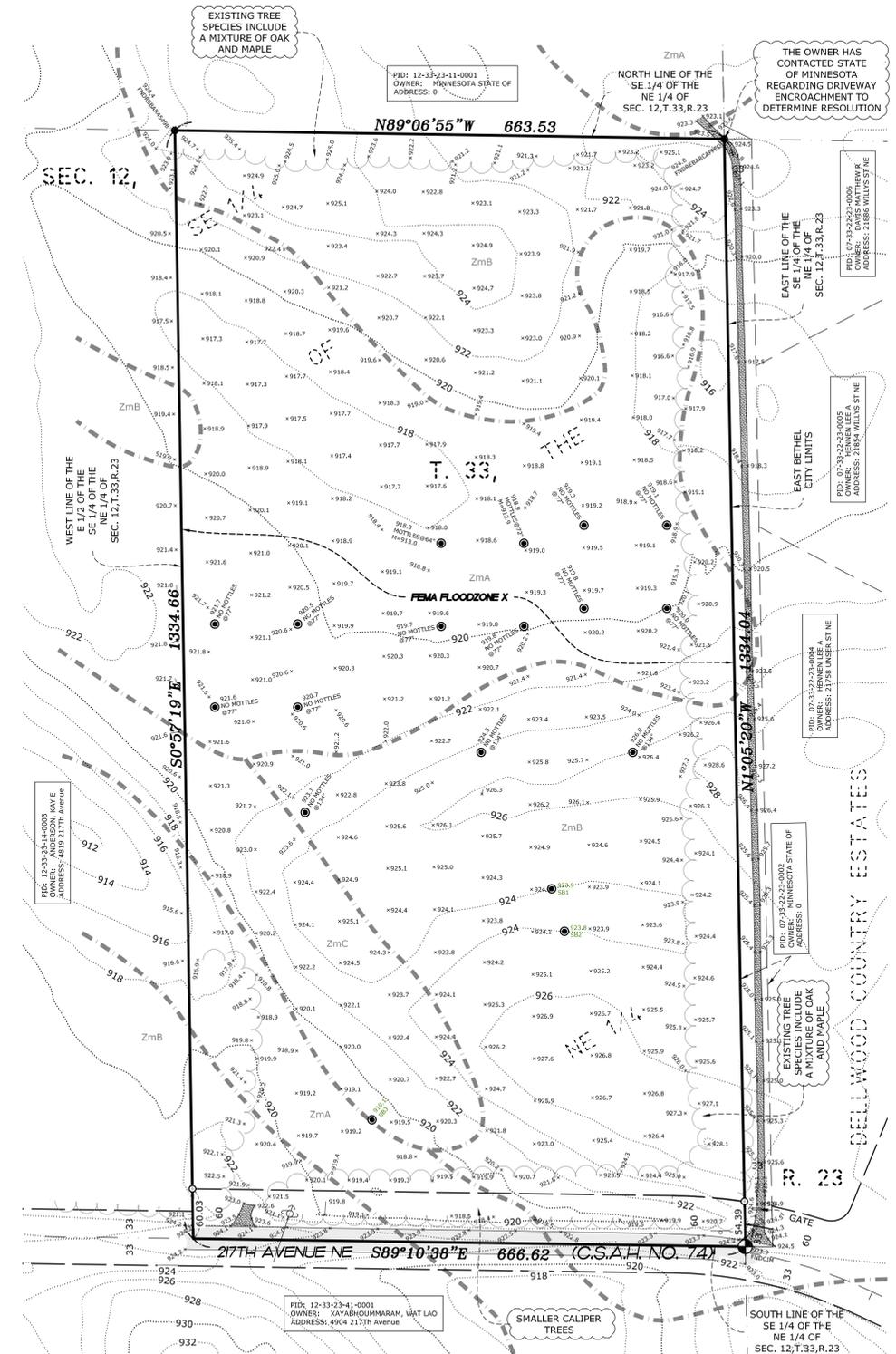
- Field survey was completed by E.G. Rud and Sons, Inc. on 03-10-25.
- Bearings shown are on Anoka County datum.
- Parcel ID Number: 12-33-23-14-0002.
- This survey was prepared with the benefit of title work.
Issued By: Stewart Title
Issuing Agent: Ancona Title and Escrow
Title Commitment Number: 2025-235828
Commitment Date: February 3, 2025 at 8:00 a.m.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map Community No. 270012 Panel No. 0210 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015.

AREA

TOTAL AREA = 20.35 ACRES

EXISTING ZONING

RR-RURAL RESIDENTIAL
SNEA OVERLAY DISTRICT



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JASON E. RUD
Date: 8/20/2025 License No. 41578

NO.	DATE	DESCRIPTION	BY
1	08-05-25	ADDED FILED INFO.	RAF
2	08-20-25	CLIENT COMMENTS	RAF
3			

E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

PRELIMINARY PLAT

~for~ SHERCO CONSTRUCTION
 ~of~ CLIFFS ANDERSON ACRES
 EAST BETHEL, MN

DEVELOPER/OWNER

SHERCO CONSTRUCTION, INC.
 TOM CARLISLE
 79 LAKE STREET N
 FOREST LAKE, MN 55025
 (651)462-1817

EXISTING LEGAL DESCRIPTION

The East Half of the Southeast Quarter of the Northeast Quarter, Section 12, Township 33 North, Range 23 West, Anoka County, Minnesota.

EXISTING ZONING

RR-RURAL RESIDENTIAL
 SNEA OVERLAY DISTRICT

PROPOSED ZONING INFORMATION

PUD-PLANNED UNIT DEVELOPMENT
 MINIMUM LOT WIDTH = 200 FEET
 AT BUILDING SETBACK = 2 ACRES
 MINIMUM LOT AREA = 23,000 S.F.
 MINIMUM BUILDABLE AREA = 23,000 S.F.

DEVELOPMENT DATA

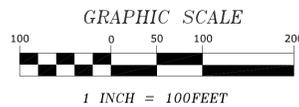
PROPOSED NUMBER OF LOTS = 3 LOTS
 TOTAL PROPERTY AREA = 20.35 ± ACRES
 RIGHT-OF-WAY DEDICATION = 0.91 ± ACRES
 AVERAGE LOT SIZE = 6,48 ± ACRES

VICINITY MAP

PART OF SEC. 12, TWP. 33, RNG. 23



ANOKA COUNTY, MINNESOTA
 (NO SCALE)



NORTH

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET
- ⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT
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- DENOTES OVERHEAD UTILITY
- DENOTES FENCE
- DENOTES BUILDING SETBACK LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES VEHICLE MAINTENANCE ACCESS ROUTE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)
- DENOTES POSSIBLE BUILDING SITE
- DENOTES CONTIGUOUS LAND AREA OCCURRING WITHIN THE PROPERTY LINES OF A PARCEL OR LOT EXCLUDING DRAINAGEWAYS, WETLANDS, WATERCOURSES AND PONDING AREAS, PARK LAND, ROAD RIGHTS-OF-WAY, AND SLOPES IN EXCESS OF 18 PERCENT.

27,986 S.F.

BENCHMARK

BENCHMARK: ANOKA COUNTY BENCHMARK 4012
 ELEVATION: 911.51 (NAVD88)

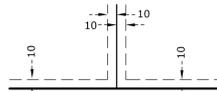
NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 03-10-25.
- Bearings shown are on Anoka County datum.
- Parcel ID Number: 12-33-23-14-0002.
- This survey was prepared with the benefit of title work.
 Issued By: Stewart Title
 Issuing Agent: Ancona Title and Escrow
 Title Commitment Number: 2025-235828
 Commitment Date: February 3, 2025 at 8:00 a.m.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map Community No. 270012 Panel No. 0210 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015.
- Proposed grading and civil information prepared by Plowe Engineering.

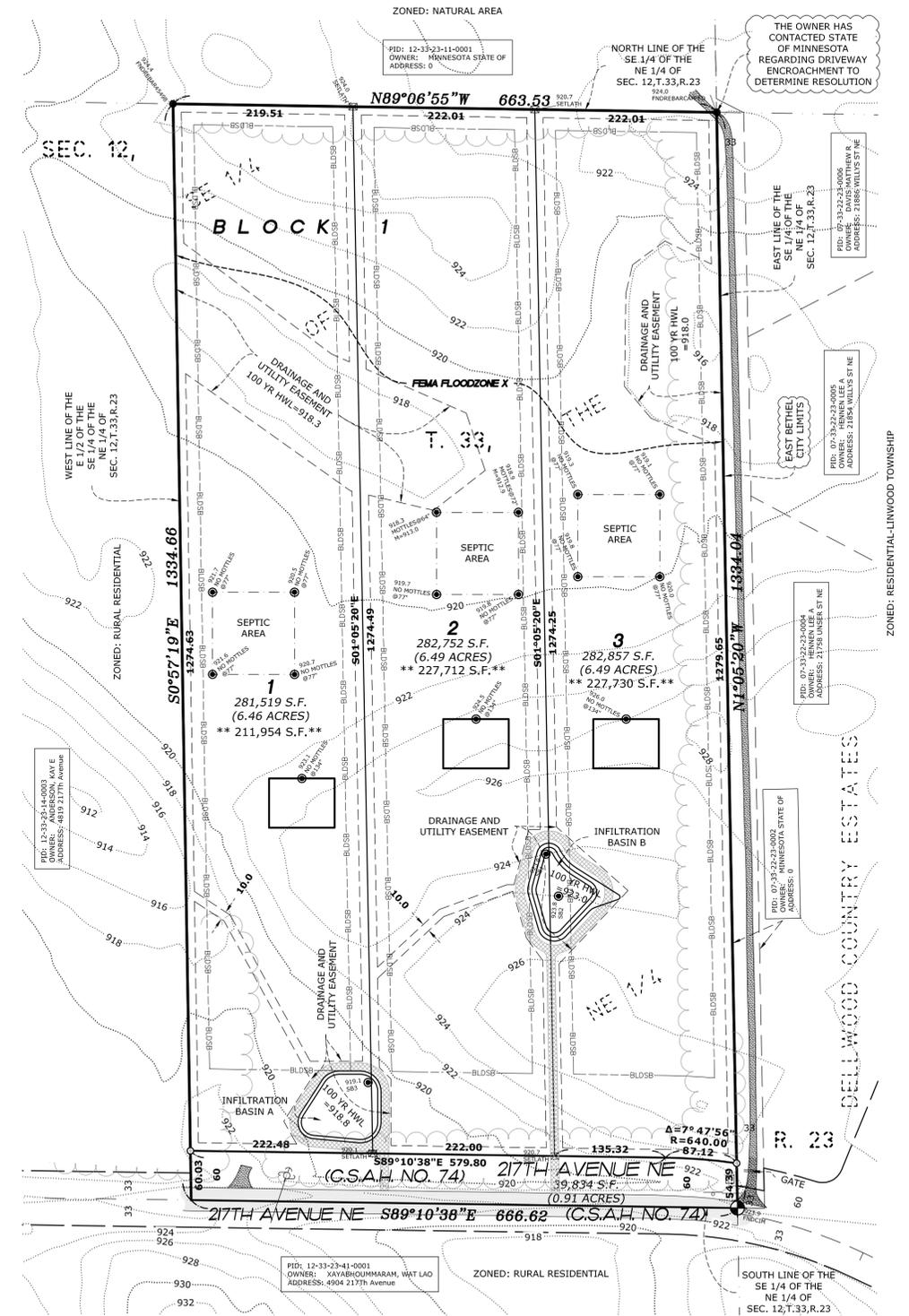
SETBACKS

COUNTY ROAD = 100 FEET
 SIDE YARD = 25 FEET
 REAR YARD = 25 FEET

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET WIDE ON EACH SIDE OF ALL LOT LINES UNLESS OTHERWISE SHOWN ON THIS PLAT.



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JASON E. RUD

Date: 8/20/2025 License No. 41578

DRAWN BY: RAF	JOB NO: 250071PP	DATE: 06-25-25
CHECK BY: JER	FIELD CREW: BH/BJ	
1	08-07-25	ADDED FIELD INFO. RAF
2	08-20-25	CITY COMMENTS. RAF
3		
NO.	DATE	DESCRIPTION
BY		

GENERAL NOTES

1. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.
2. CALL "811" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.
3. THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING UTILITIES AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.
4. INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES (MOST CURRENT EDITION) AND MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (MOST CURRENT EDITION).
5. STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.
6. NOTIFY CITY OF EAST BETHEL A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
7. ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.

STORM SEWER NOTES

1. PROPOSED STORM SEWER PIPE SHALL BE:
 - 1.1. CORRUGATED METAL PIPE (DRIVEWAY CULVERTS)
2. FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING STORM SEWER AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO ANY INSTALLATIONS.
3. STORM SEWER LENGTHS INCLUDE THE LAYING LENGTH OF THE FLARED-END SECTION. LAYING LENGTH OF APRON TO BE DEDUCTED FROM PAYMENT LENGTH OF PIPE.
4. TRASH GUARDS ARE NOT REQUIRED FOR CULVERTS.

MISCELLANEOUS NOTES

1. SEPTIC AND WELL DESIGN BY OTHERS.
2. SITE TOPOGRAPHY PROVIDED BY OTHERS.

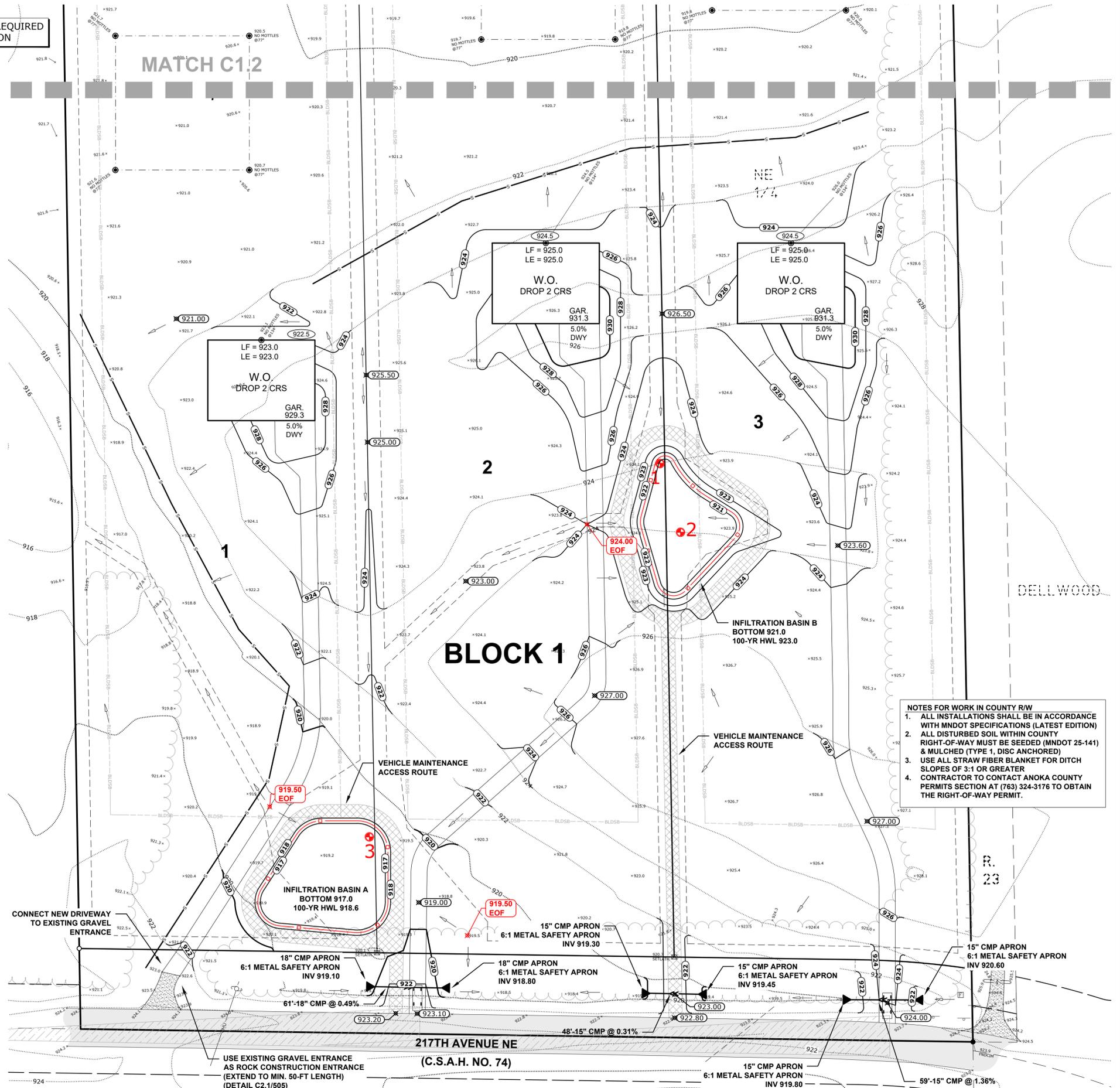
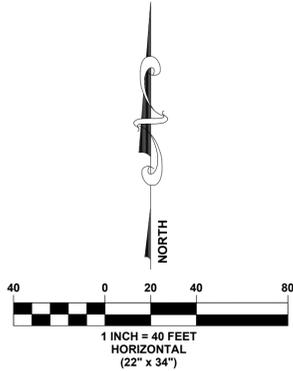
LEGEND

- 911.2 DENOTES EXISTING ELEVATION
- DENOTES EXISTING CONTOURS (SHOWN AT 2 FOOT INTERVAL)
- DENOTES PROPOSED CONTOURS (2 FOOT INTERVAL)
- 917.23 DENOTES PROPOSED SPOT ELEVATION
- DENOTES TEST PIT (TRADEWELL SOIL TESTING, INC.)
- DENOTES SIGN
- DENOTES FIBER OPTIC PEDESTAL
- DENOTES TELEPHONE PEDESTAL
- DENOTES UTILITY POLE
- DENOTES GUY WIRE
- DENOTES EXISTING GRAVEL SURFACE
- DENOTES EXISTING BITUMINOUS SURFACE
- DENOTES PROPOSED SILT FENCE (SEE DETAIL 501/C2.1)
- DENOTES PROPOSED BIOROLLS (SEE DETAIL 503/C2.1)
- DENOTES PROPOSED STORM SEWER PIPE
- ▲ DENOTES PROPOSED STORM SEWER FLARED-END
- △ SIGHT DISTANCE TRIANGLE FOR CLEARING
- △ VEHICLE MAINTENANCE ACCESS (VMA) ROUTE
- TEST PIT (BY TRADEWELL SOIL TESTING)

LOT TABLE

Lot	Block	Lowest Floor Elevation	Low Floor Determining Factor	Lowest Opening	Low Opening Determining Factor	HWL
1	1	923.0	Tradewell Boring #24 No mottles to boring termination at 911.9	923.0	1-foot above EOF for Basin 2 920.0	N/A
2	1	925.0	Tradewell Boring #29 No mottles to boring termination at 913.3	925.0	1-foot above EOF of L2 driveway 924.0	Basin B 923.0
3	1	925.0	Tradewell Boring #34 No mottles to boring termination at 914.8	925.0	1-foot above EOF of L2 driveway 924.0	Basin B 923.0

AN MPCA NPDES CONSTRUCTION PERMIT IS REQUIRED PRIOR TO THE START OF CONSTRUCTION



NOTES FOR WORK IN COUNTY R/W

1. ALL INSTALLATIONS SHALL BE IN ACCORDANCE WITH MNDOT SPECIFICATIONS (LATEST EDITION)
2. ALL DISTURBED SOIL WITHIN COUNTY RIGHT-OF-WAY MUST BE SEEDED (MNDOT 25-141) & MULCHED (TYPE 1, DISC ANCHORED)
3. USE ALL STRAW FIBER BLANKET FOR DITCH SLOPES OF 3:1 OR GREATER
4. CONTRACTOR TO CONTACT ANOKA COUNTY PERMITS SECTION AT (763) 324-3176 TO OBTAIN THE RIGHT-OF-WAY PERMIT.

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

DRAWN BY:	AG
JOB NO.:	25-2208
CHECK BY:	MOA
DATE:	08/27/25

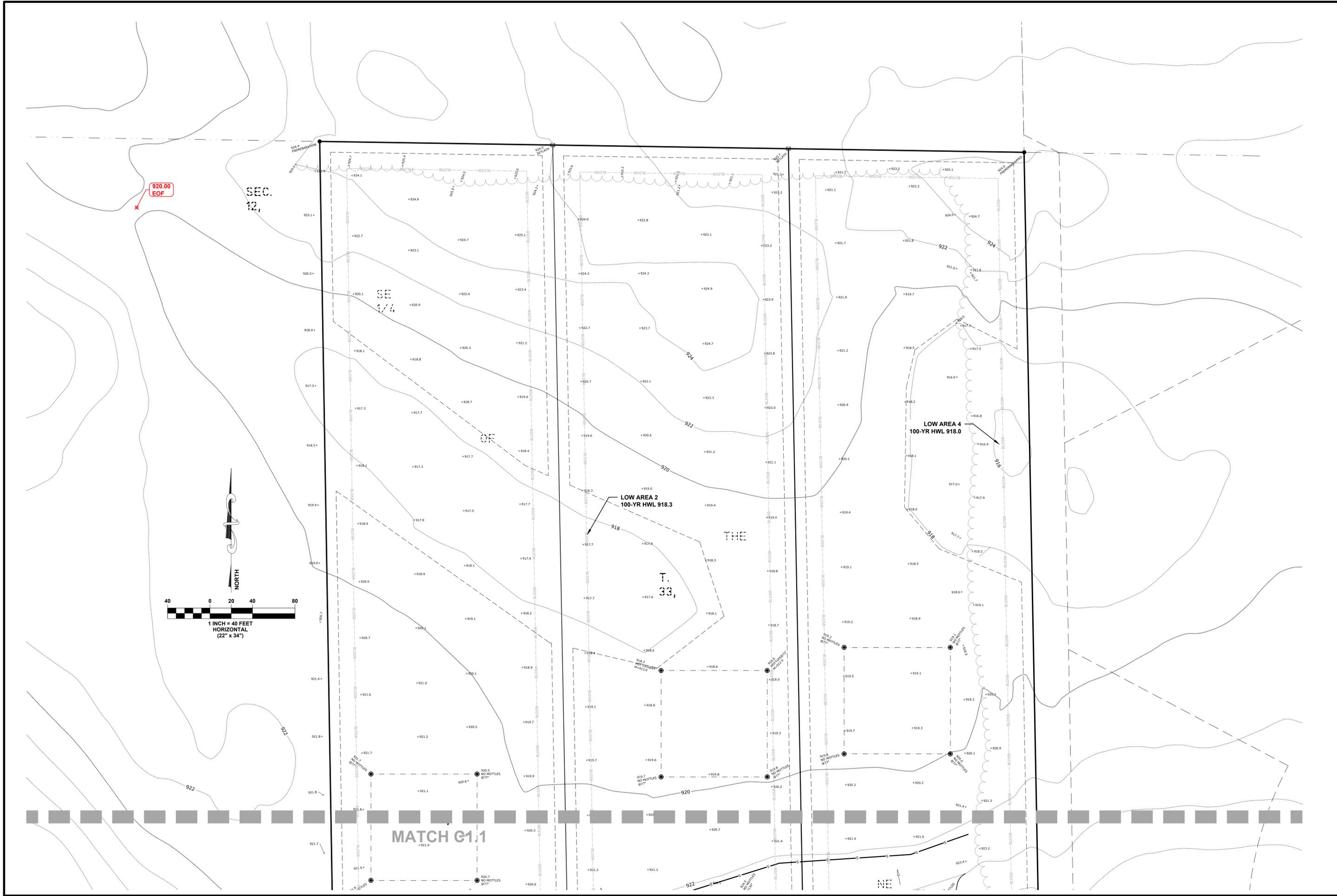
NO.	DATE	DESCRIPTION
1	08.20.25	CITY REVIEW #1
2		
3		
4		
5		
6		
7		
8		

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

Adam Winkel
ADAM WINKEL
Date: 08.20.2025 License No. 438693

CLIFFS ANDERSON ACRES
EAST BETHEL, MN
GRADING, DRAINAGE & ESC PLAN
PREPARED FOR: SHERCO CONSTRUCTION

SHEET
C1.1



DRAWN BY:	AG
JOB NO.:	25-2208
CHECK BY:	MOA
DATE:	08/27/25

NO.	DATE	DESCRIPTION
1	08.20.25	CITY REVIEW #1
2		
3		
4		
5		
6		
7		
8		

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

Adam Winkel
 ADAM WINKEL
 License No. 43863
 Date: 08.20.2025

CLIFFS ANDERSON ACRES
 EAST BETHEL, MN
GRADING, DRAINAGE & ESC PLAN
 PREPARED FOR: SHERCO CONSTRUCTION

SHEET
C1.2

- 4.1 TERMINATION OF COVERAGE. [MINN. R. 7090]
- 4.2 PERMITTEES MUST SUBMIT A NOT WITHIN 30 DAYS AFTER ALL TERMINATION CONDITIONS LISTED IN SECTION 13 ARE COMPLETE. [MINN. R. 7090]
- 4.3 PERMITTEES MUST SUBMIT A NOT WITHIN 30 DAYS AFTER SELLING OR OTHERWISE LEGALLY TRANSFERRING THE ENTIRE SITE, INCLUDING PERMIT RESPONSIBILITY FOR ROADS (E.G., STREET SWEEPING) AND STORMWATER INFRASTRUCTURE FINAL CLEAN OUT, OR TRANSFERRING PORTIONS OF A SITE TO ANOTHER PARTY. THE PERMITTEES' COVERAGE UNDER THIS PERMIT TERMINATES AT MIDNIGHT ON THE SUBMISSION DATE OF THE NOT. [MINN. R. 7090]
- 4.4 PERMITTEES MAY TERMINATE PERMIT COVERAGE PRIOR TO COMPLETION OF ALL CONSTRUCTION ACTIVITY IF THEY MEET ALL OF THE FOLLOWING CONDITIONS:
- A. CONSTRUCTION ACTIVITY HAS CEASED FOR AT LEAST 90 DAYS; AND
 - B. AT LEAST 90 PERCENT (BY AREA) OF ALL ORIGINALLY PROPOSED CONSTRUCTION ACTIVITY HAS BEEN COMPLETED AND PERMANENT COVER HAS BEEN ESTABLISHED ON THOSE AREAS; AND
 - C. ON AREAS WHERE CONSTRUCTION ACTIVITY IS NOT COMPLETE, PERMANENT COVER HAS BEEN ESTABLISHED; AND
 - D. THE SITE COMPLIES WITH ITEM 13.3 THROUGH 13.7.

AFTER PERMIT COVERAGE IS TERMINATED UNDER THIS ITEM, ANY SUBSEQUENT DEVELOPMENT ON THE REMAINING PORTIONS OF THE SITE WILL REQUIRE PERMIT COVERAGE IF THE SUBSEQUENT DEVELOPMENT ITSELF OR AS PART OF THE REMAINING COMMON PLAN OF DEVELOPMENT OR SALE WILL RESULT IN LAND DISTURBING ACTIVITIES OF ONE (1) OR MORE ACRES IN SIZE. [MINN. R. 7090]

- 4.5 PERMITTEES MAY TERMINATE COVERAGE UPON MPCA APPROVAL AFTER SUBMITTING INFORMATION DOCUMENTING THE OWNER CANCELED THE PROJECT. [MINN. R. 7090]

- 6.1 SWPPP AMENDMENTS. [MINN. R. 7090]
- 6.2 ONE OF THE INDIVIDUALS DESCRIBED IN ITEM 21.2.A OR ITEM 21.2.B OR ANOTHER QUALIFIED INDIVIDUAL MUST COMPLETE ALL SWPPP CHANGES, CHANGES INVOLVING THE USE OF A LESS STRINGENT BMP MUST INCLUDE A JUSTIFICATION DESCRIBING HOW THE REPLACEMENT BMP IS EFFECTIVE FOR THE SITE CHARACTERISTICS. [MINN. R. 7090]
- 6.3 PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMPs AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS HAVING A SIGNIFICANT EFFECT ON THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER. [MINN. R. 7090]
- 6.4 PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMPs AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER INSPECTIONS BY THE SITE OWNER OR OPERATOR, USEPA OR MPCA OFFICIALS INDICATE THE SWPPP IS NOT EFFECTIVE IN ELIMINATING OR SIGNIFICANTLY MINIMIZING THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER OR THE DISCHARGES ARE CAUSING WATER QUALITY STANDARD EXCEEDANCES (E.G., NUISANCE CONDITIONS AS DEFINED IN MINN. R. 7050.0210, SUBP. 2) OR THE SWPPP IS NOT CONSISTENT WITH THE OBJECTIVES OF A USEPA APPROVED TMDL. [MINN. R. 7050.0210]

- 7.1 BMP SELECTION AND INSTALLATION. [MINN. R. 7090]
- 7.2 PERMITTEES MUST SELECT, INSTALL, AND MAINTAIN THE BMPs IDENTIFIED IN THE SWPPP AND IN THIS PERMIT IN AN APPROPRIATE AND FUNCTIONAL MANNER AND IN ACCORDANCE WITH RELEVANT MANUFACTURER SPECIFICATIONS AND ACCEPTED ENGINEERING PRACTICES. [MINN. R. 7090]

- 8.1 EROSION PREVENTION PRACTICES. [MINN. R. 7090]
- 8.2 BEFORE WORK BEGINS, PERMITTEES MUST DELINEATE THE LOCATION OF AREAS NOT TO BE DISTURBED. [MINN. R. 7090]
- 8.3 PERMITTEES MUST MINIMIZE THE NEED FOR DISTURBANCE OF PORTIONS OF THE PROJECT WITH STEEP SLOPES. WHEN STEEP SLOPES MUST BE DISTURBED, PERMITTEES MUST USE TECHNIQUES SUCH AS PHASING AND STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES (E.G., SLOPE DRAINING AND TERRACING). [MINN. R. 7090]
- 8.4 PERMITTEES MUST STABILIZE ALL EXPOSED SOIL AREAS, INCLUDING STOCKPILES. STABILIZATION MUST BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION. STABILIZATION OF PERMANENTLY CEASED OR TEMPORARILY CEASED ON ANY PORTION OF THE SITE AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS. STABILIZATION MUST BE COMPLETED NO LATER THAN 14 CALENDAR DAYS AFTER THE CONSTRUCTION ACTIVITY HAS CEASED. STABILIZATION IS NOT REQUIRED ON CONSTRUCTION COMPANION AREAS, PARKING LOTS AND SIMILAR SURFACES. STABILIZATION IS NOT REQUIRED ON TEMPORARY STOCKPILES WITHOUT SIGNIFICANT SILT, CLAY ORGANIC COMPONENTS (E.G., CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES) BUT PERMITTEES MUST PROVIDE SEDIMENT CONTROLS AT THE BASE OF THE STOCKPILE. [MINN. R. 7090]
- 8.5 FOR PUBLIC WATERS THAT THE MINNESOTA DNR HAS PROMULGATED "WORK IN WATER RESTRICTIONS" DURING SPECIFIED FISH SPAWNING TIME FRAMES, PERMITTEES MUST COMPLETE STABILIZATION OF ALL EXPOSED SOIL AREAS WITHIN 200 FEET OF THE WATER'S EDGE, AND THAT DRAIN TO THESE WATERS, WITHIN 24 HOURS DURING THE RESTRICTION PERIOD. [MINN. R. 7090]
- 8.6 PERMITTEES MUST STABILIZE THE NORMAL WETTED PERIMETER OF THE LAST 200 LINEAR FEET OF TEMPORARY OR PERMANENT DRAINAGE DITCHES OR SWALES THAT DRAIN WATER FROM THE SITE WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER OR PERMANENT DITCHES. PERMITTEES MUST STABILIZE PERMANENT OR TEMPORARILY CEASED PORTIONS OF TEMPORARY OR PERMANENT DITCHES OR SWALES WITHIN 14 CALENDAR DAYS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE AND CONSTRUCTION IN THAT PORTION OF THE DITCH TEMPORARILY OR PERMANENTLY CEASES. [MINN. R. 7090]
- 8.7 TEMPORARY OR PERMANENT DITCHES OR SWALES BEING USED AS A SEDIMENT CONTAINMENT SYSTEM DURING CONSTRUCTION MUST BE PROPERLY DESIGNED (E.G., DITCHES WITH BEDROCK CHECK DAMS) TO PREVENT EROSION. PERMITTEES MUST STABILIZE THESE AREAS WITHIN 24 HOURS AFTER THEIR USE AS A SEDIMENT CONTAINMENT SYSTEM CEASES. [MINN. R. 7090]
- 8.8 PERMITTEES MUST NOT USE MULCH, HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES WITHIN ANY PORTION OF THE NORMAL WETTED PERIMETER OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT. [MINN. R. 7090]
- 8.9 PERMITTEES MUST PROVIDE TEMPORARY OR PERMANENT ENERGY DISSIPATION AT ALL PIPE OUTLETS WITHIN 24 HOURS AFTER CONNECTION TO A SURFACE WATER OR PERMANENT STORMWATER TREATMENT SYSTEM. [MINN. R. 7090]
- 8.10 PERMITTEES MUST NOT DISTURB MORE LAND (I.E., PHASING) THAN CAN BE EFFECTIVELY INSPECTED AND MAINTAINED IN ACCORDANCE WITH SECTION 11. [MINN. R. 7090]

- 9.1 SEDIMENT CONTROL PRACTICES. [MINN. R. 7090]
- 9.2 PERMITTEES MUST ESTABLISH SEDIMENT CONTROL BMPs ON ALL DOWNGRADIENT PERIMETERS OF THE SITE AND DOWNGRADIENT AREAS OF THE SITE THAT DRAIN TO ANY SURFACE WATER, INCLUDING CURB AND GUTTER SYSTEMS. PERMITTEES MUST LOCATE SEDIMENT CONTROL PRACTICES UPGRADIENT OF ANY BUFFER ZONES. PERMITTEES MUST INSTALL SEDIMENT CONTROL PRACTICES BEFORE ANY UPGRADE LAND-DISTURBING ACTIVITIES BEGIN AND MUST KEEP THE SEDIMENT CONTROL PRACTICES IN PLACE UNTIL THEY ESTABLISH PERMANENT COVER. [MINN. R. 7090]
- 9.3 IF DOWNGRADIENT SEDIMENT CONTROLS ARE OVERLOADED, BASED ON FREQUENT FAILURE OR EXCESSIVE MAINTENANCE REQUIREMENTS, PERMITTEES MUST INSTALL ADDITIONAL UPGRADEMENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMPs TO ELIMINATE THE OVERLOADING AND AMEND THE SWPPP TO IDENTIFY THESE ADDITIONAL PRACTICES AS REQUIRED IN ITEM 6.3. [MINN. R. 7090]
- 9.4 TEMPORARY OR PERMANENT DRAINAGE DITCHES AND SEDIMENT BASINS DESIGNED AS PART OF A SEDIMENT CONTAINMENT SYSTEM (E.G., DITCHES WITH BEDROCK CHECK DAMS) REQUIRE SEDIMENT CONTROL PRACTICES ONLY AS APPROPRIATE FOR SITE CONDITIONS. [MINN. R. 7090]
- 9.5 A FLOATING SILT CURTAIN PLACED IN THE WATER IS NOT A SEDIMENT CONTROL BMP TO SATISFY ITEM 9.2 EXCEPT WHEN WORKING ON A SHORELINE OR BELOW THE WATERLINE. IMMEDIATELY AFTER THE SHORT TERM CONSTRUCTION ACTIVITY (E.G., INSTALLATION OF A RAMP ALONG THE SHORELINE) IN THAT AREA IS COMPLETE, PERMITTEES MUST INSTALL AN EROSION PREVENTION CONTROL PRACTICE TO PREVENT SOIL FROM DRIVING INTO A SURFACE WATER. [MINN. R. 7090]
- 9.6 PERMITTEES MUST RE-INSTALL ALL SEDIMENT CONTROL PRACTICES ADJUSTED OR REMOVED TO ACCOMMODATE SHORT-TERM ACTIVITIES SUCH AS CLEARING OR GRUBBING, OR PASSAGE OF VEHICLES, IMMEDIATELY AFTER THE SHORT-TERM ACTIVITY IS COMPLETED. PERMITTEES MUST RE-INSTALL SEDIMENT CONTROL PRACTICES BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE SHORT-TERM ACTIVITY IS NOT COMPLETE. [MINN. R. 7090]
- 9.7 PERMITTEES MUST PROTECT ALL STORM DRAIN INLETS USING APPROPRIATE BMPs DURING CONSTRUCTION UNTIL THEY ESTABLISH PERMANENT COVER ON ALL AREAS WITH POTENTIAL FOR DISCHARGING TO THE INLET. [MINN. R. 7090]
- 9.8 PERMITTEES MAY REMOVE INLET PROTECTION FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (E.G. STREET FLOODING/FREEZING) IS IDENTIFIED BY THE PERMITTEES OR THE JURISDICTIONAL AUTHORITY (E.G., CITY/COUNTY/TOWNSHIP/MINNESOTA DEPARTMENT OF TRANSPORTATION ENGINEER). PERMITTEES MUST DOCUMENT THE NEED FOR REMOVAL IN THE SWPPP. [MINN. R. 7090]
- 9.9 PERMITTEES MUST PROVIDE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AT THE BASE OF STOCKPILES ON THE DOWNGRADIENT PERIMETER. [MINN. R. 7090]
- 9.10 PERMITTEES MUST LOCATE STOCKPILES OUTSIDE OF NATURAL BUFFERS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS UNLESS THERE IS A BYPASS IN PLACE FOR THE STORMWATER. [MINN. R. 7090]
- 9.11 PERMITTEES MUST INSTALL A VEHICLE TRACKING BMP TO MINIMIZE THE TRACK OUT OF SEDIMENT FROM THE CONSTRUCTION SITE OR ONTO PAVED ROADS WITHIN THE SITE. [MINN. R. 7090]
- 9.12 PERMITTEES MUST USE STEEL SWEEPERS IF VEHICLE TRACKING BMPs ARE NOT ADEQUATE TO PREVENT SEDIMENT TRACKING ONTO THE STREET. [MINN. R. 7090]
- 9.13 PERMITTEES MUST INSTALL TEMPORARY SEDIMENT BASINS AS REQUIRED IN SECTION 14. [MINN. R. 7090]
- 9.14 IN ANY AREAS OF THE SITE WHERE FINAL VEGETATIVE STABILIZATION WILL OCCUR, PERMITTEES MUST RESTRICT VEHICLE AND EQUIPMENT USE TO MINIMIZE SOIL COMPACTION. [MINN. R. 7090]
- 9.15 PERMITTEES MUST PRESERVE TOPSOIL ON THE SITE, UNLESS INFEASIBLE. [MINN. R. 7090]
- 9.16 PERMITTEES MUST DIRECT DISCHARGES FROM BMPs TO VEGETATED AREAS UNLESS INFEASIBLE. [MINN. R. 7090]
- 9.17 PERMITTEES MUST PRESERVE A 50 FOOT NATURAL BUFFER OR, IF A BUFFER IS INFEASIBLE ON THE SITE, PROVIDE REDUNDANT (DOUBLE) PERIMETER SEDIMENT CONTROLS WHEN A SURFACE WATER IS LOCATED WITHIN 50 FEET OF THE PROJECT'S EARTH DISTURBANCES AND STORMWATER FLOWS TO THE SURFACE WATER. PERMITTEES MUST INSTALL PERIMETER SEDIMENT CONTROLS AT LEAST 5 FEET APART UNLESS LIMITED BY LACK OF AVAILABLE SPACE. NATURAL BUFFERS ARE NOT REQUIRED ADJACENT TO ROAD DITCHES, JUDICIAL DITCHES, COUNTY DITCHES, STORMWATER CONVEYANCE CHANNELS, STORM DRAIN INLETS, AND SEDIMENT BASINS. IF PRESERVING THE BUFFER IS INFEASIBLE, PERMITTEES MUST DOCUMENT THE REASONS IN THE SWPPP. SILENT PILING IS A REDUNDANT PERIMETER CONTROL IF INSTALLED IN A MANNER THAT RETAINS ALL STORMWATER. [MINN. R. 7090]
- 9.18 PERMITTEES MUST USE POLYMERS, FLOCCULANTS, OR OTHER SEDIMENTATION TREATMENT CHEMICALS IN ACCORDANCE WITH ACCEPTED ENGINEERING PRACTICES, DOSING SPECIFICATIONS AND SEDIMENT REMOVAL DESIGN SPECIFICATIONS PROVIDED BY THE MANUFACTURER OR SUPPLIER. THE PERMITTEES MUST USE CONVENTIONAL EROSION AND SEDIMENT CONTROLS PRIOR TO CHEMICAL ADDITION AND MUST DIRECT TREATED STORMWATER TO A SEDIMENT CONTROL SYSTEM FOR ULTRATION OR SETTLEMENT OF THE FLOC PRIOR TO DISCHARGE. [MINN. R. 7090]

- 10.1 DEWATERING AND BASIN DRAINING. [MINN. R. 7090]
- 10.2 PERMITTEES MUST DISCHARGE TURBID OR SEDIMENT-LADEN WATERS RELATED TO DEWATERING OR BASIN DRAINING (E.G., PUMPED DISCHARGES, TRENCH/DITCH CUTS FOR DRAINAGE) TO A TEMPORARY OR PERMANENT SEDIMENT BASIN ON THE PROJECT SITE UNLESS INFEASIBLE. PERMITTEES MAY DEWATER TO SURFACE WATERS IF THEY VISUALLY CHECK TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED AND NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2) WILL ENSURE PROTECTION FROM EXCESSIVE WEATHERING OR BASIN DRAINING ACTIVITIES IN A MANNER THAT DOES NOT CAUSE EROSION OR SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS OR INUNDATION OF WETLANDS IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS THAT CAUSES SIGNIFICANT ADVERSE IMPACT TO THE WETLAND. [MINN. R. 7090]
- 10.3 IF PERMITTEES MUST DISCHARGE WATER CONTAINING OIL OR GREASE, THEY MUST USE AN OIL-WATER SEPARATOR OR SUITABLE FILTRATION DEVICE (E.G., CARTRIDGE FILTERS, ABSORBENTS PADS) PRIOR TO DISCHARGE. [MINN. R. 7090]
- 10.4 PERMITTEES MUST DESIGN THE OUTLET STRUCTURE TO WITHDRAW WATER FROM THE SURFACE TO MINIMIZE THE DISCHARGE OF POLLUTANTS. PERMITTEES MAY TEMPORARILY SUSPEND THE USE OF A SURFACE WITHDRAWAL MECHANISM DURING FROZEN CONDITIONS. THE BASIN MUST INCLUDE A STABILIZED EMERGENCY OVERTFLOW TO PREVENT FAILURE OF POND INTEGRITY. [MINN. R. 7090]
- 10.5 IF PERMITTEES USE FILTERS WITH BACKWASH WATER, THEY MUST HAUL THE BACKWASH WATER AWAY FOR DISPOSAL, RETURN THE BACKWASH WATER TO THE BEGINNING OF THE TREATMENT PROCESS, OR INCORPORATE THE BACKWASH WATER INTO THE SITE IN A MANNER THAT DOES NOT CAUSE EROSION. [MINN. R. 7090]

- 11.1 INSPECTIONS AND MAINTENANCE. [MINN. R. 7090]
- 11.2 PERMITTEES MUST ENSURE A TRAINED PERSON, AS IDENTIFIED IN ITEM 21.2.B, WILL INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 1/2 INCH IN 24 HOURS. [MINN. R. 7090]
- 11.3 PERMITTEES MUST INSPECT AND MAINTAIN ALL PERMANENT STORMWATER TREATMENT BMPs. [MINN. R. 7090]
- 11.4 PERMITTEES MUST INSPECT ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPs AND POLLUTION PREVENTION MANAGEMENT MEASURES TO ENSURE INTEGRITY AND EFFECTIVENESS. PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL NONFUNCTIONAL BMPs WITH FUNCTIONAL BMPs BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY UNLESS ANOTHER TIME FRAME IS SPECIFIED IN ITEMS 15.5 OR 11.6. PERMITTEES MAY TAKE ADDITIONAL TIME IF FIELD CONDITIONS PREVENT ACCESS TO THE AREA. [MINN. R. 7090]
- 11.5 DURING EACH INSPECTION, PERMITTEES MUST INSPECT SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS BUT NOT CURB AND GUTTER SYSTEMS, FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. PERMITTEES MUST REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS, INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS AND RESTABILIZE THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL. PERMITTEES MUST COMPLETE REMOVAL AND STABILIZATION WITHIN SEVEN (7) CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. PERMITTEES MUST USE ALL REASONABLE EFFORTS TO OBTAIN ACCESS. IF PRECLUDED, REMEDIATION STABILIZATION MUST TAKE PLACE WITHIN SEVEN (7) DAYS OF OBTAINING ACCESS. PER IN THE IMMEDIATE VICINITY OF CONTACTING ALL LOCAL, REGIONAL, STATE AND FEDERAL AUTHORITIES AND RECEIVING ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK IN SURFACE WATERS. [MINN. R. 7090]
- 11.6 PERMITTEES MUST INSPECT CONSTRUCTION SITE VEHICLE EXIT LOCATIONS, STREETS AND CURB AND GUTTER SYSTEMS WITHIN AND ADJACENT TO THE PROJECT FOR SEDIMENTATION FROM EROSION OR TRACKED SEDIMENT FROM VEHICLES. PERMITTEES MUST REMOVE SEDIMENT FROM ALL PAVED SURFACES WITHIN ONE (1) CALENDAR DAY OF DISCOVERY OR, IF APPLICABLE, WITHIN A SHORTER TIME TO AVOID A SAFETY HAZARD TO USERS OF PUBLIC STREETS. [MINN. R. 7090]
- 11.7 PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL PERIMETER CONTROL DEVICES WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE DEVICE. [MINN. R. 7090]
- 11.8 PERMITTEES MUST DRAIN TEMPORARY AND PERMANENT SEDIMENTATION BASINS AND REMOVE THE SEDIMENT WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME. [MINN. R. 7090]
- 11.9 PERMITTEES MUST ENSURE THAT AT LEAST ONE INDIVIDUAL PRESENT ON THE SITE (OR AVAILABLE TO THE PROJECT SITE IN THREE (3) CALENDAR DAYS) IS TRAINED IN THE JOB DUTIES DESCRIBED IN ITEM 21.2.B. [MINN. R. 7090]
- 11.10 PERMITTEES MAY ADJUST THE INSPECTION SCHEDULE DESCRIBED IN ITEM 11.2 AS FOLLOWS:

- A. INSPECTIONS OF AREAS WITH PERMANENT COVER CAN BE REDUCED TO ONCE PER MONTH, EVEN IF CONSTRUCTION ACTIVITY CONTINUES ON OTHER PORTIONS OF THE SITE; OR
 - B. WHERE SITES HAVE PERMANENT COVER ON ALL EXPOSED SOIL AND NO CONSTRUCTION ACTIVITY IS OCCURRING ANYWHERE ON THE SITE, INSPECTIONS CAN BE REDUCED TO ONCE PER MONTH AND, AFTER 12 MONTHS, MAY BE SUSPENDED COMPLETELY UNTIL CONSTRUCTION ACTIVITY RESUMES. THE MPCA MAY REQUIRE INSPECTIONS TO RESUME IF CONDITIONS WARRANT; OR
 - C. WHERE CONSTRUCTION ACTIVITY HAS BEEN SUSPENDED DUE TO FROZEN GROUND CONDITIONS, INSPECTIONS MAY BE SUSPENDED. INSPECTIONS MUST RESUME WITHIN 24 HOURS OF RUNOFF OCCURRING, OR UPON RESUMING CONSTRUCTION, WHICHEVER COMES FIRST. [MINN. R. 7090]
- 11.11 PERMITTEES MUST RECORD ALL INSPECTIONS AND MAINTENANCE ACTIVITIES WITHIN 24 HOURS OF BEING CONDUCTED AND THESE RECORDS MUST BE RETAINED WITH THE SWPPP. THESE RECORDS MUST INCLUDE:
- A. DATE AND TIME OF INSPECTIONS; AND
 - B. NAME OF PERSONS CONDUCTING INSPECTIONS; AND
 - C. ACCURATE FINDINGS OF INSPECTIONS, INCLUDING THE SPECIFIC LOCATION WHERE CORRECTIVE ACTIONS ARE NEEDED; AND
 - D. CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); AND
 - E. DATE OF ALL RAINFALL EVENTS GREATER THAN 1/2 INCHES IN 24 HOURS, AND THE AMOUNT OF RAINFALL FOR EACH EVENT. PERMITTEES MUST OBTAIN RAINFALL AMOUNTS BY EITHER A PROPERLY MAINTAINED RAIN GAUGE INSTALLED ONSITE, A WEATHER STATION THAT IS WITHIN ONE (1) MILE OF YOUR LOCATION, OR A WEATHER REPORTING SYSTEM THAT PROVIDES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES; AND
 - F. IF PERMITTEES OBSERVE A DISCHARGE DURING THE INSPECTION, THEY MUST RECORD AND SHOULD PHOTOGRAPH AND DESCRIBE THE LOCATION OF THE DISCHARGE (I.E., COLOR, ODOR, SETTLED OR SUSPENDED SOLIDS, OIL SHEEN, AND OTHER OBVIOUS INDICATORS OF POLLUTANTS); AND
 - G. ANY AMENDMENTS TO THE SWPPP PROPOSED AS A RESULT OF THE INSPECTION MUST BE DOCUMENTED AS REQUIRED IN SECTION 6 WITHIN SEVEN (7) CALENDAR DAYS. [MINN. R. 7090]

- 12.1 POLLUTION PREVENTION MANAGEMENT MEASURES. [MINN. R. 7090]
- 12.2 PERMITTEES MUST PLACE BUILDING PRODUCTS AND LANDSCAPE MATERIALS UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) OR PROTECT THEM BY SIMILARLY EFFECTIVE MEANS DESIGNED TO MINIMIZE CONTACT WITH STORMWATER. PERMITTEES ARE NOT REQUIRED TO COVER OR PROTECT PRODUCTS WHICH ARE EITHER NOT A SOURCE OF CONTAMINATION TO STORMWATER OR ARE DESIGNED TO STORMWATER. [MINN. R. 7090]
- 12.3 PERMITTEES MUST PLACE PESTICIDES, FERTILIZERS AND TREATMENT CHEMICALS UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) OR PROTECT THEM BY SIMILARLY EFFECTIVE MEANS DESIGNED TO MINIMIZE CONTACT WITH STORMWATER. [MINN. R. 7090]
- 12.4 PERMITTEES MUST STORE HAZARDOUS MATERIALS AND TOXIC WASTE, (INCLUDING OIL, DIESEL FUEL, GASOLINE, HYDRAULIC FLUIDS, PAINT SOLVENTS, PETROLEUM-BASED PRODUCTS, WOOD PRESERVATIVES, ADDITIVES, CURING COMPOUNDS, AND ACIDS) IN COVERED CONTAINERS TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE. [MINN. R. 7090]
- 12.5 PERMITTEES MUST PROPERLY STORE, COLLECT AND DISPOSE SOLID WASTE IN COMPLIANCE WITH MINN. R. CH. 7035. [MINN. R. 7090]
- 12.6 PERMITTEES MUST POSITION PORTABLE TOILETS SO THEY ARE SECURE AND WILL NOT TIP OR BE KNOCKED OVER. PERMITTEES MUST PROPERLY DISPOSE SANITARY WASTE IN ACCORDANCE WITH MINN. R. CH. 7041. [MINN. R. 7041]
- 12.7 PERMITTEES MUST TAKE REASONABLE STEPS TO PREVENT THE DISCHARGE OF SPILLED OR LEAKED CHEMICALS, INCLUDING FUEL, FROM ANY AREA WHERE CHEMICALS OR FUEL WILL BE LOADED OR UNLOADED INCLUDING THE USE OF DRIP PANS OR ABSORBENTS UNLESS INFEASIBLE. PERMITTEES MUST ENSURE ADEQUATE SUPPLIES ARE AVAILABLE AT ALL TIMES TO CLEAN UP DISCHARGED MATERIALS AND THAT AN APPROPRIATE DISPOSAL METHOD IS AVAILABLE FOR RECOVERED SPILLED MATERIALS. PERMITTEES MUST REPORT AND CLEAN UP SPILLS IMMEDIATELY AS REQUIRED BY MINN. STAT. 115.061, USING DRY CLEAN UP MEASURES WHERE POSSIBLE. [MINN. STAT. 115.061]
- 12.8 PERMITTEES MUST LIMIT VEHICLE EXTERIOR WASHING AND EQUIPMENT TO A DEFINED AREA OF THE SITE. PERMITTEES MUST CONTAIN RUNOFF FROM THE WASHING AREA IN A SEDIMENT BASIN OR OTHER SIMILARLY EFFECTIVE CONTROLS AND MUST DISPOSE WASTE FROM THE WASHOUT ACTIVITY PROPERLY. PERMITTEES MUST PROPERLY USE AND STORE SOAPS, DETERGENTS, OR SOLVENTS. [MINN. R. 7090]
- 12.9 PERMITTEES MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS (E.G., CONCRETE, STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS) RELATED TO THE CONSTRUCTION ACTIVITY. PERMITTEES MUST PREVENT LIQUID AND SOLID WASHOUT WASTES FROM COMING IN CONTACT WITH ANY OTHER MEDIA TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF WASHOUT OPERATIONS OR AREAS. PERMITTEES MUST PROPERLY DISPOSE LIQUID AND SOLID WASTES IN COMPLIANCE WITH MPCA RULES. PERMITTEES MUST INSTALL A SIGN INDICATING THE LOCATION OF THE WASHOUT FACILITY. [MINN. R. 7035, MINN. R. 7090]

- 13.1 PERMIT TERMINATION CONDITIONS. [MINN. R. 7090]
- 13.2 PERMITTEES MUST COMPLETE ALL CONSTRUCTION ACTIVITY AND MUST INSTALL PERMANENT COVER OVER ALL AREAS PRIOR TO SUBMITTING THE NOT. VEGETATIVE COVER MUST CONSIST OF A UNIFORM PERENNIAL VEGETATION WITH A DENSITY OF 70 PERCENT OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED WHERE THE FUNCTION OF A SPECIFIC AREA DICTATES NO VEGETATION, SUCH AS IMPERVIOUS SURFACES OR THE BASE OF A SAND FILTER. [MINN. R. 7090]
- 13.3 PERMITTEES MUST CLEAN THE PERMANENT STORMWATER TREATMENT SYSTEM OF ANY ACCUMULATED SEDIMENT AND MUST ENSURE THE SYSTEM MEETS ALL APPLICABLE REQUIREMENTS IN SECTION 15 THROUGH 19 AND IS OPERATING AS DESIGNED. [MINN. R. 7090]
- 13.4 PERMITTEES MUST REMOVE ALL SEDIMENT FROM CONVEYANCE SYSTEMS PRIOR TO SUBMITTING THE NOT. [MINN. R. 7090]
- 13.5 PERMITTEES MUST REMOVE ALL TEMPORARY SYNTHETIC EROSION PREVENTION AND SEDIMENT CONTROL BMPs PRIOR TO SUBMITTING THE NOT. PERMITTEES MAY BE REQUIRED TO DECONSTRUCT ON-SITE BMPs. [MINN. R. 7090]
- 13.6 FOR RESIDENTIAL CONSTRUCTION ONLY, PERMIT COVERAGE TERMINATES ON INDIVIDUAL LOTS IF THE STRUCTURES ARE FINISHED AND TEMPORARY EROSION PREVENTION AND DOWNGRADIENT PERIMETER CONTROL IS COMPLETE, THE RESIDENCE IS OCCUPIED BY THE HOMEOWNER, AND THE PERMITTEE DISTRIBUTES THE MPCA'S "HOMEOWNER FACT SHEET" TO THE HOMEOWNER. [MINN. R. 7090]
- 13.7 FOR CONSTRUCTION PROJECTS ON AGRICULTURAL LAND (E.G., PIPELINES ACROSS CROPLAND), PERMITTEES MUST RETURN THE DISTURBED LAND TO ITS PRECONSTRUCTION AGRICULTURAL USE PRIOR TO SUBMITTING THE NOT. [MINN. R. 7090]

- 14.1 TEMPORARY SEDIMENT BASINS. [MINN. R. 7090]
- 14.2 WHERE TEN (10) OR MORE ACRES OF DISTURBED SOIL DRAIN TO A COMMON LOCATION, PERMITTEES MUST PROVIDE A TEMPORARY SEDIMENT BASIN TO PROVIDE TREATMENT OF THE RUNOFF BEFORE IT LEAVES THE CONSTRUCTION SITE OR ENTERS SURFACE WATERS. PERMITTEES MAY CONVERT A TEMPORARY SEDIMENT BASIN TO A PERMANENT BASIN AFTER CONSTRUCTION IS COMPLETE. THE TEMPORARY BASIN IS NOT REQUIRED WHEN PERMIT COVERAGE HAS BEEN REDUCED TO THE ACREAGE OF DISTURBED SOIL LESS THAN TEN (10) ACRES DRAINING TO A COMMON LOCATION. [MINN. R. 7090]
- 14.3 THE TEMPORARY BASIN MUST PROVIDE LIVE STORAGE FOR A CALCULATED VOLUME OF RUNOFF FROM A TWO (2)-YEAR, 24-HOUR STORM FROM EACH ACRE DRAINING TO THE BASIN OR 1,800 CUBIC FEET OF LIVE STORAGE PER ACRE DRAINING, WHICHEVER IS GREATER. [MINN. R. 7090]
- 14.4 WHERE PERMITTEES HAVE NOT CALCULATED THE TWO (2)-YEAR, 24-HOUR STORM RUNOFF AMOUNT, THE TEMPORARY BASIN MUST PROVIDE 3,600 CUBIC FEET OF LIVE STORAGE PER ACRE OF THE BASIN'S DRAINAGE AREA. [MINN. R. 7090]
- 14.5 PERMITTEES MUST DESIGN BASIN OUTLETS TO PREVENT SHORT-CIRCUITING AND THE DISCHARGE OF FLOATING DEBRIS. [MINN. R. 7090]
- 14.6 PERMITTEES MUST DESIGN THE OUTLET STRUCTURE TO WITHDRAW WATER FROM THE SURFACE TO MINIMIZE THE DISCHARGE OF POLLUTANTS. PERMITTEES MAY TEMPORARILY SUSPEND THE USE OF A SURFACE WITHDRAWAL MECHANISM DURING FROZEN CONDITIONS. THE BASIN MUST INCLUDE A STABILIZED EMERGENCY OVERTFLOW TO PREVENT FAILURE OF POND INTEGRITY. [MINN. R. 7090]
- 14.7 PERMITTEES MUST PROVIDE ENERGY DISSIPATION FOR THE BASIN OUTLET WITHIN 24 HOURS AFTER CONNECTION TO A SURFACE WATER. [MINN. R. 7090]
- 14.8 PERMITTEES MUST LOCATE TEMPORARY BASINS OUTSIDE OF SURFACE WATERS AND ANY BUFFER ZONE REQUIRED IN ITEM 23.11. [MINN. R. 7090]
- 14.9 PERMITTEES MUST CONSTRUCT THE TEMPORARY BASINS PRIOR TO DISTURBING 10 OR MORE ACRES OF SOIL DRAINING TO A COMMON LOCATION. [MINN. R. 7090]
- 14.10 WHERE A TEMPORARY SEDIMENT BASIN MEETING THE REQUIREMENTS OF ITEM 14.3 THROUGH 14.9 IS INFEASIBLE, PERMITTEES MUST INSTALL EFFECTIVE SEDIMENT CONTROLS SUCH AS SMALLER SEDIMENT BASINS AND/OR SEDIMENT TRAPS, SILT FENCES, VEGETATIVE TRAPS OR OTHER VEGETATIVE MEASURES AS DICTATED BY INDIVIDUAL BASIN OR SITE CONDITIONS. IN DETERMINING WHETHER INSTALLING A SEDIMENT BASIN IS INFEASIBLE, PERMITTEES MUST CONSIDER PUBLIC SAFETY AND MAY CONSIDER FACTORS SUCH AS SITE SOLIDS, SLOPE, AND AVAILABLE AREA ON-SITE. PERMITTEES MUST DOCUMENT THIS DETERMINATION OF INFEASIBILITY IN THE SWPPP. [MINN. R. 7090]

- 15.1 PERMANENT STORMWATER TREATMENT SYSTEM. [MINN. R. 7090]
- 15.2 PERMITTEES MUST DESIGN THE PROJECT SO ALL STORMWATER DISCHARGED FROM THE PROJECT DURING AND AFTER CONSTRUCTION ACTIVITIES DOES NOT CAUSE A VIOLATION OF STATE WATER QUALITY STANDARDS, INCLUDING NUISANCE CONDITIONS, EROSION IN RECEIVING CHANNELS OR ON DOWNSLOPE PROPERTIES, OR A SIGNIFICANT ADVERSE IMPACT TO WETLANDS CAUSED BY INUNDATION OR DECREASE OF FLOW. [MINN. R. 7090]
- 15.3 PERMITTEES MUST DESIGN AND CONSTRUCT A PERMANENT STORMWATER TREATMENT SYSTEM TO TREAT THE WATER QUALITY VOLUME IF THE PROJECT'S ULTIMATE DEVELOPMENT REPLACES VEGETATION AND/OR OTHER PVIOUS SURFACES CREATING A NET INCREASE OF ONE (1) OR MORE ACRES OF CUMULATIVE IMPERVIOUS SURFACE. [MINN. R. 7090]
- 15.4 PERMITTEES MUST CALCULATE THE WATER QUALITY VOLUME AS ONE (1) INCH TIMES THE NET INCREASE OF IMPERVIOUS SURFACES CREATED BY THE PROJECT. [MINN. R. 7090]
- 15.5 PERMITTEES MUST FIRST CONSIDER VOLUME REDUCTION PRACTICES ON-SITE (E.G., INFILTRATION OR OTHER) WHEN DESIGNING THE PERMANENT STORMWATER TREATMENT SYSTEM. IF THIS PERMIT PROHIBITS INFILTRATION AS DESCRIBED IN ITEM 15.14 THROUGH ITEM 16.21, PERMITTEES MAY CONSIDER A WET SEDIMENTATION BASIN, FILTRATION BASIN OR REGIONAL POND. THIS PERMIT DOES NOT CONSIDER WET SEDIMENTATION BASINS AND FILTRATION SYSTEMS TO BE VOLUME REDUCTION PRACTICES. [MINN. R. 7090]
- 15.6 FOR PROJECTS WHERE THE FULL VOLUME REDUCTION REQUIREMENT CANNOT BE MET ON-SITE, (E.G., THE SITE HAS INFILTRATION PROHIBITIONS), PERMITTEES MUST DOCUMENT THE REASONS IN THE SWPPP. [MINN. R. 7090]
- 15.7 PERMITTEES MUST DISCHARGE THE WATER QUALITY VOLUME TO A PERMANENT STORMWATER TREATMENT SYSTEM PRIOR TO DISCHARGE TO A SURFACE WATER, FOR PUBLIC UNDERDRAINS, SWALES WITH IMPERMEABLE CHECK DAMS, AND DRAINAGE SYSTEMS THAT CONVEY STORMWATER TO A PERMANENT STORMWATER TREATMENT SYSTEM. [MINN. R. 7090]
- 15.8 WHERE THE PROXIMITY TO BEDROCK PRECLUDES THE INSTALLATION OF ANY OF THE PERMANENT STORMWATER TREATMENT PRACTICES REQUIRED BY SECTIONS 15 THROUGH 19, PERMITTEES MUST INSTALL OTHER TREATMENT SUCH AS GRASED SWALES, SMALLER PONDS, OR GRIT CHAMBERS, PRIOR TO THE DISCHARGE OF STORMWATER TO SURFACE WATERS. [MINN. R. 7090]
- 15.9 FOR LINEAR PROJECTS WHERE PERMITTEES CANNOT TREAT THE ENTIRE WATER QUALITY VOLUME WITHIN THE EXISTING RIGHT-OF-WAY, PERMITTEES MUST MAKE A REASONABLE ATTEMPT TO OBTAIN ADDITIONAL RIGHT-OF-WAY, EASEMENT OR OTHER PERMISSION FOR STORMWATER TREATMENT DURING THE PROJECT PLANNING PROCESS. DOCUMENTATION OF THESE ATTEMPTS MUST BE SUBMITTED WITH THE SWPPP. PERMITTEES MUST STILL CONSIDER VOLUME REDUCTION PRACTICES FIRST AS DESCRIBED IN ITEM 15.5. IF PERMITTEES CANNOT OBTAIN ADDITIONAL RIGHT-OF-WAY, EASEMENT OR OTHER PERMISSION, THEY MUST MAXIMIZE THE TREATMENT OF THE WATER QUALITY VOLUME PRIOR TO DISCHARGE TO SURFACE WATERS. [MINN. R. 7090]

- 16.1 INFILTRATION SYSTEMS. [MINN. R. 7090]
- 16.2 INFILTRATION OPTIONS INCLUDE, BUT ARE NOT LIMITED TO: INFILTRATION BASINS, INFILTRATION TRENCHES, RAINWATER GARDENS, BIOMAT UNDERDRAINS, SWALES WITH IMPERMEABLE CHECK DAMS, AND NATURAL DEPRESSIONS. IF PERMITTEES UTILIZE AN INFILTRATION SYSTEM TO MEET THE REQUIREMENTS OF THIS PERMIT, THEY MUST INCORPORATE THE DESIGN PARAMETERS IN ITEM 16.3 THROUGH ITEM 16.21. PERMITTEES MUST FOLLOW THE INFILTRATION PROHIBITION IN ITEM 16.14 ANYTIME AN INFILTRATION SYSTEM IS DESIGNED, INCLUDING THOSE NOT REQUIRED BY THIS PERMIT. [MINN. R. 7090]
- 16.3 PERMITTEES MUST DESIGN INFILTRATION SYSTEMS SUCH THAT PRE-EXISTING HYDROLOGIC CONDITIONS OF WETLANDS IN THE VICINITY ARE NOT IMPACTED (E.G., INUNDATION OR BREACHING A PERCHED WATER TABLE SUPPORTING A WETLAND). [MINN. R. 7090]
- 16.4 PERMITTEES MUST NOT EXCAVATE INFILTRATION SYSTEMS TO FINAL GRADE, OR WITHIN THREE (3) FEET OF FINAL GRADE, UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN CONSTRUCTED AND FULLY STABILIZED UNLESS THEY PROVIDE RECORDATION PROTECTION AND SEDIMENT CONTROL (INCLUDING RUNOFF BERM) TO KEEP SEDIMENT AND RUNOFF COMPLETELY AWAY FROM THE INFILTRATION AREA. [MINN. R. 7090]
- 16.5 WHEN EXCAVATING AN INFILTRATION SYSTEM TO WITHIN THREE (3) FEET OF FINAL GRADE, PERMITTEES MUST STAKE OFF AND MARK THE AREA SO HEAVY CONSTRUCTION VEHICLES OR EQUIPMENT DO NOT COMPACT THE SOIL IN THE INFILTRATION AREA. [MINN. R. 7090]
- 16.6 PERMITTEES MUST USE A PRETREATMENT DEVICE SUCH AS A VEGETATED FILTER STRIP, FOREBAY, OR WATER QUALITY INLET (E.G., GRIT CHAMBER) TO REMOVE SOLIDS, FLOATING MATERIALS, AND OIL AND GREASE FROM THE RUNOFF, TO THE MAXIMUM EXTENT PRACTICABLE, BEFORE THE SYSTEM ROUTES STORMWATER TO THE INFILTRATION SYSTEM. [MINN. R. 7090]
- 16.7 PERMITTEES MUST DESIGN INFILTRATION SYSTEMS TO PROVIDE A WATER QUALITY VOLUME (CALCULATED AS AN INSTANTANEOUS VOLUME) OF ONE (1) INCH OF RUNOFF, OR ONE (1) INCH MINUS THE VOLUME OF STORMWATER TREATED BY ANOTHER SYSTEM ON THE SITE, FROM THE NET INCREASE OF IMPERVIOUS SURFACES CREATED BY THE PROJECT. [MINN. R. 7090]
- 16.8 PERMITTEES MUST DESIGN THE INFILTRATION SYSTEM TO DISCHARGE ALL STORMWATER (INCLUDING STORMWATER IN EXCESS OF THE WATER QUALITY VOLUME) ROUTED TO THE SYSTEM THROUGH THE UPPERMOST SOIL SURFACE OR ENGINEERED MEDIA SURFACE WITHIN 48 HOURS. PERMITTEES MUST ROUTE ADDITIONAL FLOWS THAT CANNOT INFILTRATE WITHIN 48 HOURS TO BYPASS THE UPPERMOST SOIL SURFACE. [MINN. R. 7090]
- 16.9 PERMITTEES MUST PROVIDE A MEANS TO VISUALLY VERIFY THE INFILTRATION SYSTEM IS DISCHARGING THROUGH THE SOIL SURFACE OR FILTER MEDIA SURFACE WITHIN 48 HOURS OR LESS. [MINN. R. 7090]
- 16.10 PERMITTEES MUST PROVIDE AT LEAST ONE SOIL BORING, TEST PIT OR INFILTROMETER TEST IN THE LOCATION OF THE INFILTRATION PRACTICE FOR DETERMINING INFILTRATION RATES. [MINN. R. 7090]
- 16.11 FOR DESIGN PURPOSES, PERMITTEES MUST DIVIDE FIELD MEASURED INFILTRATION RATES BY 2 AS A SAFETY FACTOR OR PERMITTEES CAN USE SOIL-BORING RESULTS WITH THE INFILTRATION RATE CHART IN THE MINNESOTA STORMWATER MANUAL. PERMITTEES MUST PROVIDE A MEANS TO VISUALLY VERIFY THE RATE IS ABOVE 8.3 INCHES PER HOUR. THIS PERMIT PROHIBITS INFILTRATION IF THE FIELD MEASURED INFILTRATION RATE IS ABOVE 8.3 INCHES PER HOUR. [MINN. R. 7090]
- 16.12 PERMITTEES MUST EMPLOY APPROPRIATE ON-SITE TESTING ENSURE A MINIMUM OF THREE (3) FEET OF SEPARATION FROM THE SEASONALLY SATURATED SOILS (OR FROM BEDROCK) AND THE BOTTOM OF THE PROPOSED INFILTRATION SYSTEM. [MINN. R. 7090]
- 16.13 PERMITTEES MUST DESIGN A MAINTENANCE ACCESS, TYPICALLY EIGHT (8) FEET WIDE, FOR THE INFILTRATION SYSTEM. [MINN. R. 7090]
- 16.14 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS THAT RECEIVE RUNOFF FROM VEHICLE FUELING AND MAINTENANCE AREAS INCLUDING CONSTRUCTION OF INFILTRATION SYSTEMS NOT REQUIRED BY THIS PERMIT. [MINN. R. 7090]
- 16.15 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS WHERE INFILTRATING STORMWATER MAY MOBILIZE HIGH LEVELS OF CONTAMINANTS IN SOIL OR GROUNDWATER. PERMITTEES MUST EITHER COMPLETE THE MPCA'S CONTAMINATION SCREENING CHECKLIST OR CONDUCT THEIR OWN ASSESSMENT TO DETERMINE THE SUITABILITY FOR INFILTRATION. PERMITTEES MUST RETAIN THE CHECKLIST OR ASSESSMENT WITH THE SWPPP. FOR MORE INFORMATION AND TO ACCESS THE MPCA'S "CONTAMINATION SCREENING CHECKLIST" SEE THE MINNESOTA STORMWATER MANUAL. [MINN. R. 7090]
- 16.16 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS IN AREAS WHERE SOIL INFILTRATION RATES ARE FIELD MEASURED AT MORE THAN 8.3 INCHES PER HOUR UNLESS THEY AMEND SOLS TO SLOW THE INFILTRATION RATE BELOW 8.3 INCHES PER HOUR. [MINN. R. 7090]
- 16.17 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS IN AREAS WITH LESS THAN THREE (3) FEET OF SEPARATION DISTANCE FROM THE BOTTOM OF THE INFILTRATION SYSTEM TO THE ELEVATION OF THE SEASONALLY SATURATED SOILS OR THE TOP OF BEDROCK. [MINN. R. 7090]
- 16.18 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS IN AREAS OF PREDOMINATELY HYDROLOGIC SOIL GROUP TYPE D SOILS (CLAY). [MINN. R. 7090]
- 16.19 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS WITHIN A DRINKING WATER SUPPLY MANAGEMENT AREA (DWSMA) AS DEFINED IN MINN. R. 4720.5100, SUBP. 13, IF THE SYSTEM WILL BE LOCATED:

- A. IN AN EMERGENCY RESPONSE AREA (ERA) WITHIN A DWSMA CLASSIFIED AS HAVING HIGH OR VERY HIGH VULNERABILITY AS DEFINED BY THE MINNESOTA DEPARTMENT OF HEALTH; OR
 - B. IN AN ERA WITHIN A DWSMA CLASSIFIED AS MODERATE VULNERABILITY UNLESS A REGULATED M54 PERMITTEE PERFORMED OR APPROVED A HIGHER LEVEL REVIEW OF THE DWSMA TO PROVIDE A FUNCTIONING TREATMENT SYSTEM AND TO PREVENT ADVERSE IMPACTS TO GROUNDWATER; OR
 - C. OUTSIDE OF AN ERA WITHIN A DWSMA CLASSIFIED AS HAVING HIGH OR VERY HIGH VULNERABILITY, UNLESS A REGULATED M54 PERMITTEE PERFORMED OR APPROVED A HIGHER LEVEL OF ENGINEERING REVIEW SUFFICIENT TO PROVIDE A FUNCTIONING TREATMENT SYSTEM AND TO PREVENT ADVERSE IMPACTS TO GROUNDWATER.
- SEE "HIGHER LEVEL OF ENGINEERING REVIEW" IN THE MINNESOTA STORMWATER MANUAL FOR MORE INFORMATION. [MINN. R. 7090]

- 16.20 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS IN AREAS WITHIN 1,000 FEET UPGRADE OR 100 FEET DOWNGRADIENT OF ACTIVE KARST FEATURES. [MINN. R. 7090]
- 16.21 THIS PERMIT PROHIBITS PERMITTEES FROM CONSTRUCTING INFILTRATION SYSTEMS IN AREAS THAT RECEIVE RUNOFF FROM THE FOLLOWING INDUSTRIAL FACILITIES NOT AUTHORIZED TO INFILTRATE STORMWATER UNDER THE NPDES STORMWATER PERMIT FOR INDUSTRIAL ACTIVITIES: AUTOMOBILE SALVAGE YARDS; SCRAP RECYCLING AND WASTE RECYCLING FACILITIES; HAZARDOUS WASTE TREATMENT, STORAGE, OR DISPOSAL FACILITIES; OR AIR TRANSPORTATION FACILITIES THAT CONDUCT DEICING ACTIVITIES. [MINN. R. 7090]

PROJECT NAME
CLIFFS ANDERSON ACRES

PROJECT LOCATION
** NO ASSIGNED ADDRESS **
NORTH SIDE OF 217TH AVE NE
& WEST OF UNSER ST NE
EAST BETHEL, MN 55011
ANOKA COUNTY
LATITUDE: 45.36443
LONGITUDE: -93.14513

DEVELOPER
SHERCO CONSTRUCTION
79 LAKE ST N
FOREST LAKE, MN 55025

CONTACT NAME: TOM CARLISLE
CONTACT PHONE: (651) 462-1817
CONTACT E-MAIL: TOM.CARLISLE@SHERCOHOMEBUILDERS.COM

GENERAL CONTRACTOR
TBD

DOCUMENTATION OF TRAINED INDIVIDUALS

- A. INDIVIDUAL WHO PREPARED THE SWPPP: ADAM GINKEL, PLOWE ENGINEERING, INC., 6776 LAKE DRIVE, LINO LAKES MN 55014, (651) 361-8234, adam@plowe.com
B. INDIVIDUAL(S) OVERSEEING IMPLEMENTATION OF, REVISING AND/OR AMENDING THE SWPPP AND INDIVIDUALS PERFORMING INSPECTIONS FOR THE PROJECT. ONE OF THESE INDIVIDUALS MUST BE AVAILABLE FOR AN ONSITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY THE MPCA. [MINN. R. 7090]
C. INDIVIDUAL(S) PERFORMING OR SUPERVISING THE INSTALLATION, MAINTENANCE AND REPAIR OF BMPS. [MINN. R. 7090]

LONG TERM OPERATION AND MAINTENANCE OF PERMANENT STORMWATER FACILITIES
THE PROPOSED STORMWATER MANAGEMENT FEATURES FOR THIS SITE INCLUDES TWO (2) INFILTRATION BASINS; THESE WILL BE OPERATED AND MAINTAINED BY THE CITY OF EAST BETHEL.

REVEGETATION SPECIFICATIONS

Table with 3 columns: ITEM, MNDOT SPECIFICATION, NOTES. Includes rows for SOD, SEED, TURF ESTABLISHMENT (COMMERCIAL/RESIDENTIAL), TEMPORARY COVER (FALL, SPRING/SUMMER, SOIL-BUILDING, 1-2 YEARS, 2-5 YEARS), MULCH, HYDROMULCH, FERTILIZER, WOOD FIBER BLANKET.

* MOW A MINIMUM OF: RESIDENTIAL TURF - ONCE PER 2 WEEKS, COMMERCIAL TURF - ONCE PER 4 WEEKS
** SEEDED AREAS SHALL BE EITHER MULCHED OR COVERED BY FIBROUS BLANKETS TO PROTECT SEEDS AND LIMIT EROSION.

QUANTITIES - ESTIMATED QUANTITIES FOR EROSION AND SEDIMENT CONTROL MEASURES

Table with 3 columns: TYPE, QTY, UNIT. Lists items like SILT FENCE, BIO-ROLLS, RIP-RAP, BIOROLLS, STABILIZED (SODDED) OVERFLOW, EROSION CONTROL BLANKET, SEED & MULCH (GENERAL), SEED & MULCH (INFILTRATION BASIN MIX), ROCK CONSTRUCTION ENTRANCE.

NARRATIVE - TIMING FOR INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES

- 1. A COPY OF THE APPROVED EROSION AND SEDIMENT CONTROL PLAN AND SWPPP MUST BE AVAILABLE ON THE PROJECT SITE AT ALL TIMES.
2. CONTRACTOR SHALL INSTALL SILT FENCE AS SHOWN ON PLAN.
2.1. ADDITIONAL SILT FENCE MAY BE NECESSARY IF LOCAL CONDITIONS REQUIRE.
2.2. THE CONTRACTOR SHALL MAINTAIN SILT FENCE, INCLUDING THE REMOVAL OF ACCUMULATED SEDIMENT, THROUGH COMPLETION OF BUILDING CONSTRUCTION.
2.3. SILT FENCE SHALL REMAIN IN-PLACE UNTIL SITE HAS BEEN STABILIZED.
3. CONTRACTOR SHALL INSTALL A ROCK CONSTRUCTION ENTRANCE AT ALL LOCATIONS WHERE CONSTRUCTION TRAFFIC WILL ENTER/EXIT SITE.
4. CONTRACTOR TO INSTALL TREE PROTECTION FENCING AS APPLICABLE.
5. CONTRACTOR SHALL PERFORM SITE GRADING ON AN AREA-BY-AREA BASIS TO MINIMIZE UNSTABILIZED AREAS.
5.1. CONTRACTOR MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS, AS DESCRIBED IN ITEM 8.4 OF THE PERMIT, AND COMPLETE THE STABILIZATION WITHIN FOURTEEN (14) CALENDAR DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
5.2. CONTRACTOR TO PROVIDE TEMPORARY SEDIMENTATION BASINS AS REQUIRED IN SECTION 14.1 THROUGH 14.10.
6. CONTRACTOR TO SHALL PAY SPECIAL ATTENTION TO ADJACENT PROPERTY LINES TO ENSURE THE EROSION CONTROL PRACTICES INPLACE IN THOSE AREAS PREVENT MIGRATION OF SEDIMENT ONTO ADJACENT PROPERTIES.
7. ALL EROSION AND SEDIMENT CONTROL MEASURES SHOWN ON THE PLANS OR IMPLEMENTED IN THE FIELD SHALL BE IN ACCORDANCE WITH THE CITY AND NPDES PHASE II PERMIT REQUIREMENTS.
8. CONTRACTOR TO PROVIDE ADDITIONAL SILT FENCE, BIOROLLS, EROSION CONTROL BLANKET, OR OTHER APPROVED EQUAL FOR ANY SLOPES THAT APPEAR TO BE FAILING.
9. CONTRACTOR TO STABILIZE SOIL STOCKPILES; STABILIZATION SHALL BE INITIATED IMMEDIATELY.
10. CONTRACTOR SHALL FINAL GRADE SWALE AREAS UPON STABILIZATION OF UPSTREAM AREAS.
11. CONTRACTOR SHALL BE RESPONSIBLE TO SWEEP/SCRAPE ADJACENT STREETS WHEN MATERIALS OR DEBRIS HAVE WASHED/FLOWED ONTO ADJACENT STREETS OR AS DIRECTED BY CITY.
12. COORDINATE SMALL UTILITIES INSTALLATIONS (GAS, PHONE, ELECTRIC, CABLE, FIBEROPTIC, ETC.) AFTER PAVEMENT INSTALLATION.

NARRATIVE - PERMANENT STORMWATER TREATMENT SYSTEMS

THERE ARE TWO INFILTRATION BASINS TO HANDLE STORMWATER RUN-OFF. PRETREATMENT IS PROVIDED VIA THE GRASSED DITCH SWALE AND OVERLAND SHEET FLOW OVER GRASS. SEE "STORMWATER DRAINAGE REPORT" FOR FURTHER DISCUSSION AND INFORMATION.

SITE IMPERVIOUS AREAS

Table with 3 columns: BEFORE CONSTRUCTION, AFTER CONSTRUCTION. Rows for TOTAL SITE AREA, TOTAL ESTIMATED IMPERVIOUS, TOTAL ESTIMATED PERVIOUS.

TOTAL DISTURBED AREA
~5.04 ACRES

SITE MAP W/ EXISTING AND FINAL GRADES AND DESIGN CALCULATIONS

SEE "STORMWATER DRAINAGE REPORT" FOR EXISTING AND PROPOSED AREA MAPS, DENOTING DRAINAGE AREA BOUNDARIES, DIRECTIONS OF FLOW, AND DISCHARGE POINTS WHERE STORMWATER LEAVES THE SITE.

RECEIVING WATERS WITHIN ONE MILE

Table with 4 columns: NAME OF WATER BODY, TYPE OF WATER BODY, SPECIAL WATER, IMPAIRED WATER. Includes UNNAMED WETLANDS.

THERE ARE NO SPECIAL OR IMPAIRED WATERS WITHIN ONE (1) MILE OF THE PROJECT BOUNDARY.

BUFFER TO SURFACE WATER

IF THE SITE DRAINS TO A SURFACE WATER, IS A 50-FT NATURAL BUFFER ADJACENT TO THE SURFACE WATER PRESERVED?

NOTE: NATURAL BUFFERS ARE NOT REQUIRED ADJACENT TO ROAD DITCHES, JUDICIAL DITCHES, COUNTY DITCHES, STORMWATER CONVEYANCE CHANNELS, STORM DRAIN INLETS, AND SEDIMENT BASINS.

A) THERE ARE NO SURFACE WATERS WITHIN 50-FT OF THE PLAT BOUNDARY.

TEMPORARY SEDIMENTATION BASINS

IF TEN (10) OR MORE ACRES OF DISTURBED SOIL DRAIN TO A COMMON LOCATION, IS A TEMPORARY SEDIMENT BASIN PROVIDED FOR TREATMENT OF THE RUNOFF BEFORE IT LEAVES THE CONSTRUCTION SITE OR ENTERS SURFACE WATERS?

A) TOTAL DISTURBED AREA IS LESS THAN 10 ACRES SO TEMPORARY SEDIMENTATION BASINS ARE NOT ANTICIPATED.

INFILTRATION FEASIBILITY

ARE THERE ANY INFILTRATION RESTRICTIONS FOR THE SITE (SEE 16.14 THROUGH 16.2)?

A) THE SITE HAS ZIMMERMAN SOILS, WHICH ARE SUITABLE FOR INFILTRATION.

ADDITIONAL STORMWATER MITIGATION MEASURES

ARE THERE ANY STORMWATER MITIGATION MEASURES PER:

- ENVIRONMENTAL REVIEW DOCUMENT?
ENDANGERED SPECIES REVIEW?
ARCHAEOLOGICAL REVIEW?
OTHER LOCAL, STATE OR FEDERAL REVIEW?

IF YES TO ANY OF THE ABOVE, DESCRIBE THE MITIGATION MEASURES. FOR PURPOSES OF THIS PERMIT, MITIGATION MEASURES MEANS ACTIONS NECESSARY TO AVOID, MINIMIZE, OR MITIGATE FOR IMPACTS RELATED TO EROSION PREVENTION, SEDIMENT CONTROL, THE PERMANENT STORMWATER TREATMENT SYSTEM, POLLUTION PREVENTION MANAGEMENT MEASURES AND DISCHARGES ASSOCIATED WITH THE PROJECT'S CONSTRUCTION ACTIVITY. [MINN. R. 7090]

"BEST MANAGEMENT PRACTICES (BMPS)" MEANS THE MOST EFFECTIVE AND PRACTICABLE MEANS OF EROSION PREVENTION AND SEDIMENT CONTROL, AND WATER QUALITY MANAGEMENT PRACTICES THAT ARE THE MOST EFFECTIVE AND PRACTICABLE MEANS OF TO CONTROL, PREVENT, AND MINIMIZE DEGRADATION OF SURFACE WATER, INCLUDING AVOIDANCE OF IMPACTS, CONSTRUCTION-PHASING, MINIMIZING THE LENGTH OF TIME SOIL AREAS ARE EXPOSED, PROHIBITIONS, POLLUTION PREVENTION THROUGH GOOD HOUSEKEEPING, AND OTHER MANAGEMENT PRACTICES PUBLISHED BY STATE OR DESIGNATED AREA-WIDE PLANNING AGENCIES. [MINN. R. 7090]

"CONSTRUCTION ACTIVITY" MEANS ACTIVITIES INCLUDING CLEARING, GRADING, AND EXCAVATING, THAT RESULT IN LAND DISTURBANCE OF EQUAL TO OR GREATER THAN ONE ACRE, INCLUDING THE DISTURBANCE OF LESS THAN ONE ACRE OF TOTAL LAND AREA THAT IS PART OF A LARGER COMMON PLAN OF DEVELOPMENT OR SALE IF THE LARGER COMMON PLAN WILL ULTIMATELY DISTURB EQUAL TO OR GREATER THAN ONE ACRE. THIS INCLUDES A DISTURBANCE TO THE LAND THAT RESULTS IN A CHANGE IN THE TOPOGRAPHY, EXISTING SOIL COVER, BOTH VEGETATIVE AND NONVEGETATIVE, OR THE EXISTING SOIL TOPOGRAPHY THAT MAY RESULT IN ACCELERATED STORMWATER RUNOFF THAT MAY LEAD TO SOIL EROSION AND MOVEMENT OF SEDIMENT. CONSTRUCTION ACTIVITY DOES NOT INCLUDE A DISTURBANCE TO THE LAND OF LESS THAN FIVE ACRES FOR THE PURPOSE OF ROUTINE MAINTENANCE PERFORMED TO MAINTAIN THE ORIGINAL LINE AND GRADE, HYDRAULIC CAPACITY, AND ORIGINAL PURPOSE OF THE FACILITY. ROUTINE MAINTENANCE DOES NOT INCLUDE ACTIVITIES SUCH AS REPAIRS, REPLACEMENT AND OTHER TYPES OF NON-ROUTINE MAINTENANCE. PAVEMENT REHABILITATION THAT DOES NOT DISTURB THE UNDERLYING SOILS (E.G., MILL AND OVERLAY PROJECTS) IS NOT CONSTRUCTION ACTIVITY. [MINN. R. 7090]

"DEWATERING" MEANS THE REMOVAL OF SURFACE OR GROUND WATER TO DRY AND/OR SOLIDIFY A CONSTRUCTION SITE TO ENABLE CONSTRUCTION ACTIVITY. DEWATERING MAY REQUIRE A MINNESOTA DEPARTMENT OF NATURAL RESOURCES WATER APPROPRIATION PERMIT AND, IF DEWATERING WATER IS CONTAMINATED, DISCHARGE OF SUCH WATER MAY REQUIRE AN INDIVIDUAL MPCA NPDES/SDS PERMIT. [MINN. R. 7090]

"EROSION PREVENTION" MEANS MEASURES EMPLOYED TO PREVENT EROSION SUCH AS SOIL STABILIZATION PRACTICES, PERMANENT COVER OR CONSTRUCTION PHASING. [MINN. R. 7090]

"GENERAL CONTRACTOR" MEANS THE PARTY WHO SIGNS THE CONSTRUCTION CONTRACT WITH THE OWNER TO CONSTRUCT THE ENTIRE PROJECT DESCRIBED IN THE FINAL PLANS AND SPECIFICATIONS, WHERE THE CONSTRUCTION PROJECT INVOLVES MORE THAN ONE CONTRACTOR, THE GENERAL CONTRACTOR IS THE PARTY RESPONSIBLE FOR MANAGING THE ENTIRE PROJECT ON BEHALF OF THE OWNER. IN SOME CASES, THE OWNER IS THE GENERAL CONTRACTOR. IN THESE CASES, THE OWNER SIGNS THE PERMIT APPLICATION AS THE OPERATOR AND BECOMES THE SOLE PERMITEE. [MINN. R. 7090]

"GROUNDWATER" MEANS THE WATER CONTAINED BELOW THE SURFACE OF THE EARTH IN THE SATURATED ZONE INCLUDING, WITHOUT LIMITATION, ALL WATERS WHETHER UNDER CONFINED, UNCONFINED, OR PERCHED CONDITIONS, IN NEAR SURFACE UNCONSOLIDATED SEDIMENT OR REGOLITH, OR IN ROCK FORMATIONS DEEPER UNDERGROUND. [MINN. R. 7090]

"HOMEOWNER FACT SHEET" MEANS AN MPCA FACT SHEET AVAILABLE ON THE MPCA CONSTRUCTION STORMWATER WEBSITE FOR PERMITEES TO GIVE TO HOMEOWNERS AT THE TIME OF SALE. [MINN. R. 7090]

"INFEASIBLE" MEANS NOT TECHNOLOGICALLY POSSIBLE OR NOT ECONOMICALLY PRACTICABLE AND ACHIEVABLE IN LIGHT OF THE BEST INDUSTRY PRACTICES. [MINN. R. 7090]

"INITIATED IMMEDIATELY" MEANS TAKING AN ACTION TO COMMENCE SOIL STABILIZATION AS SOON AS PRACTICABLE, BUT NO LATER THAN THE END OF THE WORK DAY, FOLLOWING THE DAY WHEN THE LAND-DISTURBING ACTIVITIES TEMPORARILY OR PERMANENTLY CEASE. IF THE PERMITEES KNOW THAT CONSTRUCTION WORK ON THAT PORTION OF THE SITE WILL BE TEMPORARILY CEASED FOR 14 OR MORE ADDITIONAL CALENDAR DAYS OR 7 CALENDAR DAYS WHERE ITEM 23.9 APPLIES, PERMITEES CAN INITIATE STABILIZATION BY:

- A. PREPPING THE SOIL FOR VEGETATIVE OR NON-VEGETATIVE STABILIZATION; OR
B. APPLYING MULCH OR OTHER NON-VEGETATIVE PRODUCT TO THE EXPOSED SOIL AREA; OR
C. SEEDING OR PLANTING THE EXPOSED AREA; OR
D. STARTING ANY OF THE ACTIVITIES IN A - C ON A PORTION OF THE AREA TO BE STABILIZED, BUT NOT ON THE ENTIRE AREA; OR
E. FINALIZING ARRANGEMENTS TO HAVE STABILIZATION PRODUCT FULLY INSTALLED IN COMPLIANCE WITH THE APPLICABLE DEADLINE FOR COMPLETING STABILIZATION. [MINN. R. 7090]

"IMPERVIOUS SURFACE" MEANS A CONSTRUCTED HARD SURFACE THAT EITHER PREVENTS OR RETARDS THE ENTRY OF WATER INTO THE SOIL AND CAUSES WATER TO RUN OFF THE SURFACE IN GREATER QUANTITIES AND AT AN INCREASED RATE OF FLOW THAN PRIOR TO DEVELOPMENT. EXAMPLES INCLUDE ROOFTOPS, SIDEWALKS, DRIVEWAYS, PARKING LOTS, AND CONCRETE, ASPHALT, OR GRAVEL ROADS. BRIDGES OVER SURFACE WATERS ARE CONSIDERED IMPERVIOUS SURFACES. [MINN. R. 7090]

"NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)" MEANS THE PROGRAM FOR ISSUING, MODIFYING, REVOKING, REISSUING, TERMINATING, MONITORING, AND ENFORCING PERMITS UNDER THE CLEAN WATER ACT, AS AMENDED (33 U.S.C. 1251 ET SEQ. SECTION 1342 AND 40 CFR PARTS 122, 123, 124 AND 450). [MINN. R. 7090]

"NATURAL BUFFER" MEANS AN AREA OF UNDISTURBED COVER SURROUNDING SURFACE WATERS WITHIN WHICH CONSTRUCTION ACTIVITIES ARE RESTRICTED. NATURAL BUFFER INCLUDES THE VEGETATION, EXPOSED ROCK, OR BARREN GROUND THAT EXISTS PRIOR TO COMMENCEMENT OF EARTH-DISTURBING ACTIVITIES. [MINN. R. 7090]

"NOTICE OF TERMINATION (NOT)" MEANS THE FORM (ELECTRONIC OR PAPER) REQUIRED FOR TERMINATING COVERAGE UNDER THE CONSTRUCTION GENERAL PERMIT. [MINN. R. 7090]

"OPERATOR" MEANS THE PERSON (USUALLY THE GENERAL CONTRACTOR), FIRM, GOVERNMENTAL AGENCY, OR OTHER ENTITY DESIGNATED BY THE OWNER WHO HAS DAY TO DAY OPERATIONAL CONTROL AND/OR THE ABILITY TO MODIFY PROJECT PLANS AND SPECIFICATIONS RELATED TO THE SWPPP. THE PERMIT APPLICATION MUST LIST THE OPERATOR AS A PERMITEE. SUBCONTRACTORS HIRED BY AND UNDER SUPERVISION OF THE GENERAL CONTRACTOR ARE NOT OPERATORS. [MINN. R. 7090]

"OWNER" MEANS THE PERSON, FIRM, GOVERNMENTAL AGENCY, OR OTHER ENTITY POSSESSING THE TITLE OF THE LAND ON WHICH THE CONSTRUCTION ACTIVITIES WILL OCCUR OR, IF THE CONSTRUCTION ACTIVITY IS FOR A LEASE, EASEMENT, OR MINERAL RIGHTS LICENSE HOLDER, THE PARTY OR INDIVIDUAL IDENTIFIED AS THE LEASE, EASEMENT OR MINERAL RIGHTS LICENSE HOLDER, OR THE CONTRACTING GOVERNMENT AGENCY RESPONSIBLE FOR THE CONSTRUCTION ACTIVITY. [MINN. R. 7090]

"PERMANENT COVER" MEANS SURFACE TYPES THAT WILL PREVENT SOIL FAILURE UNDER EROSION CONDITIONS. EXAMPLES INCLUDE: GRAVEL, CONCRETE, PERENNIAL COVER, OR OTHER LANDSCAPED MATERIAL THAT WILL PERMANENTLY ARREST SOIL EROSION. PERMITEES MUST ESTABLISH A UNIFORM PERENNIAL VEGETATIVE COVER (I.E., EVENLY DISTRIBUTED, WITHOUT LARGE BARE AREAS) WITH A DENSITY OF 70 PERCENT OF THE NATIVE BACKGROUND VEGETATIVE COVER ON ALL AREAS NOT COVERED BY PERMANENT STRUCTURES, OR EQUIVALENT PERMANENT STABILIZATION MEASURES. PERMANENT COVER DOES NOT INCLUDE TEMPORARY BMPS SUCH AS WOOD FIBER BLANKET, MULCH, AND ROLLED EROSION CONTROL PRODUCTS. [MINN. R. 7090]

"PERMITEES" MEANS THE PERSONS, FIRM, GOVERNMENTAL AGENCY, OR OTHER ENTITY IDENTIFIED AS THE OWNER AND OPERATOR ON THE APPLICATION SUBMITTED TO THE MPCA AND ARE RESPONSIBLE FOR COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS PERMIT. [MINN. R. 7090]

"PROJECT" MEANS ALL CONSTRUCTION ACTIVITY PLANNED AND/OR CONDUCTED UNDER A PARTICULAR PERMIT. THE PROJECT OCCURS ON THE SITE OR SITES DESCRIBED IN THE PERMIT APPLICATION, THE SWPPP AND IN THE ASSOCIATED PLANS, SPECIFICATIONS AND CONTRACT DOCUMENTS. [MINN. R. 7090]

"PUBLIC WATERS" MEANS ALL WATER BASINS AND WATERCOURSES DESCRIBED IN MINN. STAT. SECT. 103G.005 SUBP. 15. [MINN. R. 7090]

"SEDIMENT CONTROL" MEANS METHODS EMPLOYED TO PREVENT SUSPENDED SEDIMENT IN STORMWATER FROM LEAVING THE SITE (E.G. SILT FENCES, COMPOST LOGS AND STORM DRAIN INLET PROTECTION). [MINN. R. 7090]

"STABILIZE," "STABILIZED," "STABILIZATION" MEANS THE EXPOSED GROUND SURFACE HAS BEEN COVERED BY APPROPRIATE MATERIALS SUCH AS MULCH, STAKED SOD, RIPRAP, EROSION CONTROL BLANKET, MATS OR OTHER MATERIAL THAT PREVENTS EROSION FROM OCCURRING. GRASS SEEDING, AGRICULTURAL CROP SEEDING OR OTHER SEEDING ALONE IS NOT STABILIZATION. MULCH MATERIALS MUST ACHIEVE APPROXIMATELY 90 PERCENT GROUND COVERAGE (TYPICALLY 2 TON/ACRE). [MINN. R. 7090]

"STORMWATER" MEANS PRECIPITATION RUNOFF, STORMWATER RUNOFF, SNOWMELT RUNOFF, AND ANY OTHER SURFACE RUNOFF AND DRAINAGE. [MINN. R. 7090]

"STEEP SLOPES" MEANS SLOPES THAT ARE 1.3 (V:H) (33.3 PERCENT) OR STEEPER IN GRADE. [MINN. R. 7090]

"STORM WATER POLLUTION PREVENTION PLAN (SWPPP)" MEANS A PLAN FOR STORMWATER DISCHARGE THAT INCLUDES ALL REQUIRED CONTENT UNDER IN SECTION 5 THAT DESCRIBES THE EROSION PREVENTION, SEDIMENT CONTROL AND WASTE CONTROL BMPS AND PERMANENT STORMWATER TREATMENT SYSTEMS. [MINN. R. 7090]

"SURFACE WATER OR WATERS" MEANS ALL STREAMS, LAKES, PONDS, MARSHES, WETLANDS, RESERVOIRS, SPRINGS, RIVERS, DRAINAGE SYSTEMS, WATERWAYS, WATERCOURSES, AND IRRIGATION SYSTEMS WHETHER NATURAL OR ARTIFICIAL, PUBLIC OR PRIVATE, EXCEPT THAT SURFACE WATERS DO NOT INCLUDE STORMWATER TREATMENT SYSTEMS CONSTRUCTED FROM UPLAND. THIS PERMIT DOES NOT CONSIDER STORMWATER TREATMENT SYSTEMS CONSTRUCTED IN WETLANDS AND MITIGATED IN ACCORDANCE WITH SECTION 22 AS SURFACE WATERS. [MINN. R. 7090]

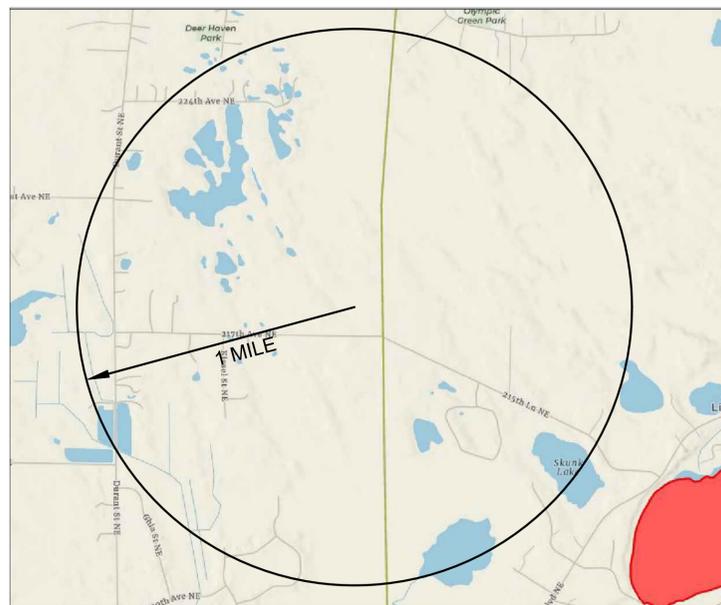
"WATERS OF THE STATE" (AS DEFINED IN MINN. STAT. SECT. 115.01, SUBP. 22) MEANS ALL STREAMS, LAKES, PONDS, MARSHES, WATERCOURSES, WATERWAYS, WELLS, SPRINGS, RESERVOIRS, AQUIFERS, IRRIGATION SYSTEMS, DRAINAGE SYSTEMS AND ALL OTHER BODIES OR ACCUMULATIONS OF WATER, SURFACE OR UNDERGROUND, NATURAL OR ARTIFICIAL, PUBLIC OR PRIVATE, WHICH ARE CONTAINED WITHIN, FLOW THROUGH, OR BORDER UPON THE STATE OR ANY PORTION THEREOF. [MINN. STAT. 115.01, SUBP. 22]

"WATER QUALITY VOLUME" MEANS ONE (1) INCH OF RUNOFF FROM THE NET INCREASE IN IMPERVIOUS SURFACES CREATED BY THE PROJECT (CALCULATED AS AN INSTANTANEOUS VOLUME). [MINN. R. 7090]

"WETLANDS" (AS DEFINED IN MINN. R. 7050.0186, SUBP. 1A.B.) MEANS THOSE AREAS THAT ARE INUNDED OR SATURATED BY SURFACE WATER OR GROUNDWATER AT A FREQUENCY AND DURATION SUFFICIENT TO SUPPORT, AND UNDER NORMAL CIRCUMSTANCES DO SUPPORT, A PREVALENCE OF VEGETATION TYPICALLY ADAPTED FOR LIFE IN SATURATED SOIL CONDITIONS. WETLANDS GENERALLY INCLUDE SWAMPS, MARSHES, BOGS, AND SIMILAR AREAS. CONSTRUCTED WETLANDS DESIGNED FOR WASTEWATER TREATMENT ARE NOT WATERS OF THE STATE. WETLANDS MUST HAVE THE FOLLOWING ATTRIBUTES:

- 1. A PREDOMINANCE OF HYDRIC SOILS; AND
2. INUNDATED OR SATURATED BY SURFACE WATER OR GROUNDWATER AT A FREQUENCY AND DURATION SUFFICIENT TO SUPPORT A PREVALENCE OF HYDROPHYTIC VEGETATION TYPICALLY ADAPTED FOR LIFE IN A SATURATED SOIL CONDITION; AND
3. UNDER NORMAL CIRCUMSTANCES SUPPORT A PREVALENCE OF SUCH VEGETATION. [MINN. R. 7050.0186, SUBP. 1A.B]

MAP OF SURFACE WATERS



PLOWE ENGINEERING, INC. 6776 LAKE DRIVE LINO LAKES, MN 55014 PHONE: (651) 361-8210 FAX: (651) 361-8701



DRAWN BY: AG JOB NO: 25-2208 CHECK BY: MOA DATE: 08/27/25

Table with 2 columns: NO., DATE. Rows 1-8.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota. ADM GINKEL License No. 43863 Date: 08-20-2025

CLIFFS ANDERSON ACRES EAST BETHEL, MN SWPPP PREPARED FOR: SHERCO CONSTRUCTION

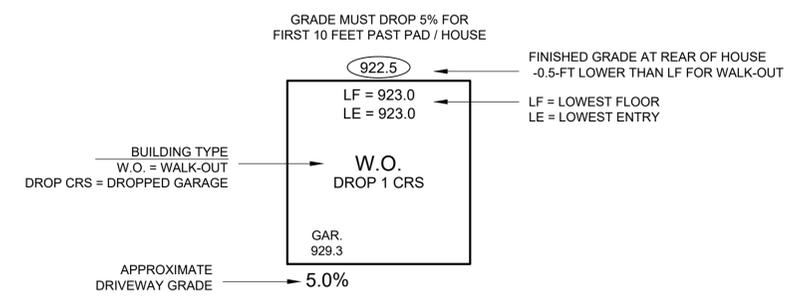
SHEET C1.4

NO.	DATE	DESCRIPTION
1		
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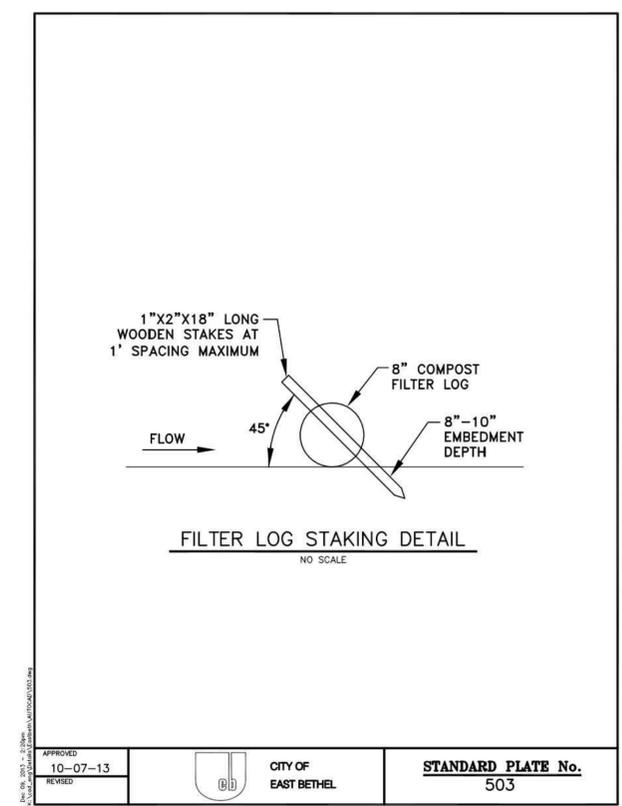
I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

Adam Winkel
 ADAM WINKEL
 License No. 43863
 Date: 08.20.2025

CLIFFS ANDERSON ACRES
 EAST BETHEL, MN
DETAILS
 PREPARED FOR: SHERCO CONSTRUCTION



2
C2.1
PAD DETAIL

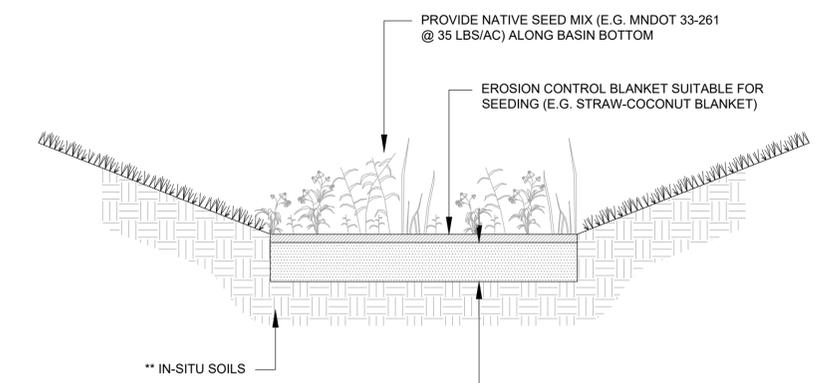


APPROVED 10-07-13		CITY OF EAST BETHEL	STANDARD PLATE No. 503
REVISED			

NOTES

- MARK-OFF BASIN AREA (E.G. FENCING, SILT FENCE, ETC.) TO PREVENT CONSTRUCTION TRAFFIC FROM ENTERING BASIN AREA.
- USE LOW-IMPACT, EARTH MOVING EQUIPMENT (WIDE TRACK OR MARSH TRACK EQUIPMENT, OR LIGHT-EQUIPMENT WITH TURF-TYPE TIRES) WITHIN BASIN.
- PROTECT BASIN FROM RUN-OFF DURING CONSTRUCTION ACTIVITIES
- DO NOT EXCAVATE BASIN TO FINAL GRADE UNTIL UPSTREAM DRAINAGE AREAS HAVE BEEN STABILIZED.
- REMOVE ANY TOPSOIL AND/OR UNSUITABLE SOILS WITHIN INFILTRATION BASIN FOOTPRINT. ANY SEDIMENT THAT IS WASHED INTO THE BASIN SHALL BE REMOVED.
- NO MINING OF SANDY SOILS ALLOWED IN BASIN AREA.
- EXCAVATE BASIN TO FINAL GRADE ONLY UPON STABILIZATION OF CONTRIBUTING DRAINAGE AREAS. ALLEVIATE ANY COMPACTED SOILS DUE TO FINAL GRADING OPERATIONS PRIOR TO SEEDING.

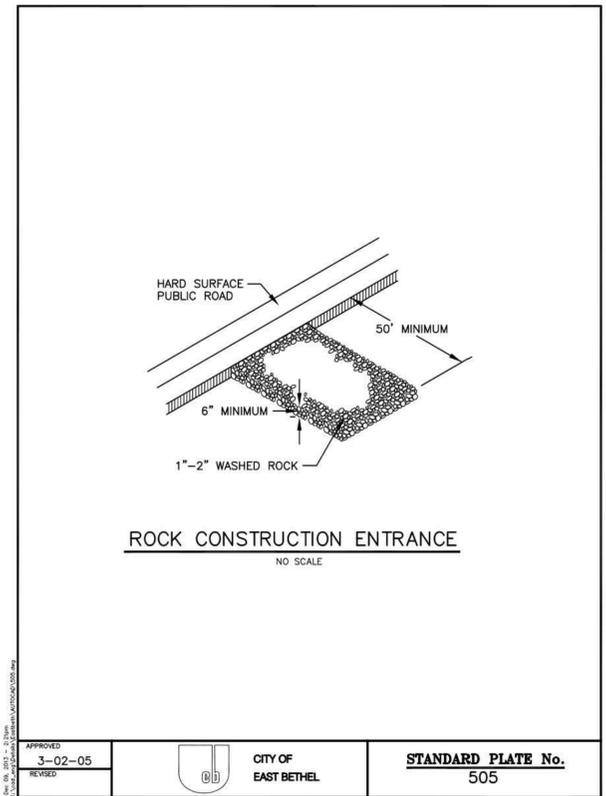
AFTER INFILTRATION BASIN AREA HAS BEEN EXCAVATED TO FINAL GRADE, PERFORM A DOUBLE-RING INFILTRMETER TEST(S) TO VERIFY INFILTRATION CAPACITY OF IN-SITU SOILS.



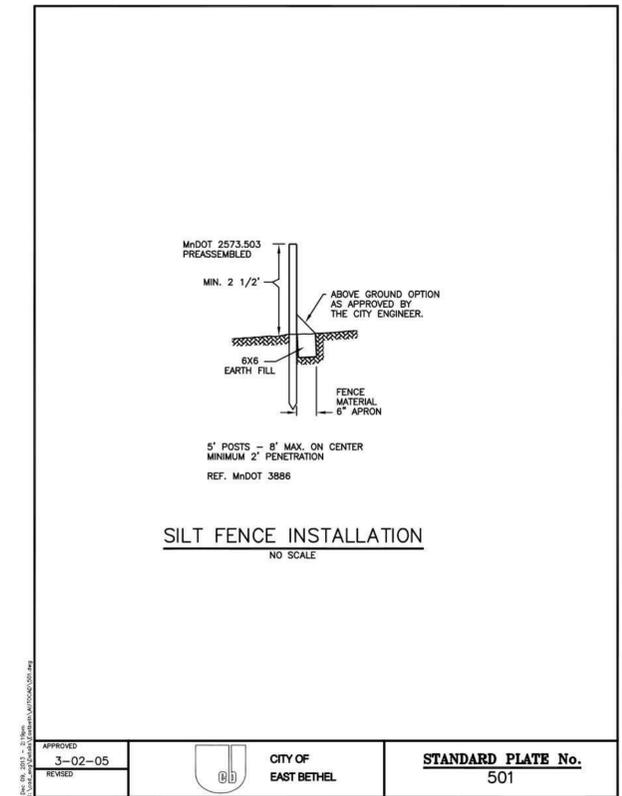
** ALLEVIATE ANY COMPACTED SOILS (BY USING A PRIMARY TILLING OPERATION SUCH AS A CHISEL PLOW, RIPPER OR SUBSOILER) TO A DEPTH NECESSARY TO ALLEVIATE COMPACTION

- REMOVE ANY EXISTING TOPSOIL OR FILL DEEMED UNSUITABLE FOR INFILTRATION (GEOTECHNICAL ENGINEER TO REVIEW ON-SITE SOILS)
- IN AREAS OF FILL, PLACE SALVAGED ON-SITE SANDY SOILS SUITABLE FOR INFILTRATION WITH <5% FINES (AS DETERMINED BY GEOTECHNICAL ENGINEER)

1
C2.1
INFILTRATION BASIN



APPROVED 3-02-05		CITY OF EAST BETHEL	STANDARD PLATE No. 505
REVISED			



APPROVED 3-02-05		CITY OF EAST BETHEL	STANDARD PLATE No. 501
REVISED			



Anoka County

TRANSPORTATION DIVISION

Highway

Grace Gerard
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

July 14, 2025

RE: Preliminary Plat – Cliffs Anderson Acres

Dear Grace,

We have reviewed the Preliminary Plat for Cliffs Anderson Acres to be located north of CR 74 (217th Avenue NE) and west of Unser Street NE within the City of East Bethel, and I offer the following comments:

- The existing right of way along CR 74 is 33 feet north of centerline. An additional 27 feet of ROW (for a total of 60 feet) along the property line is required for future reconstruction purposes.
- As proposed, the preliminary plat will introduce 3 new access points onto CR 74. This is acceptable since access to a City Street does not seem feasible. Lot 1 utilizes an existing access point. Our preferred location for the access point to Lot 2 is on the west property line and for Lot 3 is on the east property line due to sight distance. The right of access should be dedicated to Anoka County with exception for the 3 proposed access points. Any other existing driveways and field entrances shall be removed, and the ditch section restored to match existing depth, slope, and grades.
- Internal site grading shall not commence until the requested ACHD Engineering plan approvals are received and the applicable permits can be issued.
- Any utility relocation in the CR 74 right of way will be required to be coordinated directly by the city/developer.
- Please note that no plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CR 74.

ACHD would like to work with local governments in promoting compatibility between land use and the county highway system. It should be recognized that residential land uses located adjacent to County highways often results in complaints about traffic noise. Existing and/or future traffic noise from CR 74 could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where establishment of the land use would result in violations of established noise standards. It is advised that the City and the Developer assess the noise situation for this development as it is proposed to be located directly adjacent to CR 74 and take the level of action deemed necessary to minimize the

Our Passion Is Your Safe Way Home

1440 Bunker Lake Boulevard N.W. ▲ Andover, MN 55304-4005
Office: 763-324-3100 ▲ Fax: 763-324-3020 ▲ www.anokacounty.us/highway
City Council Packet, page 211
Affirmative Action / Equal Opportunity Employer

impact of any highway noise by incorporating the appropriate noise mitigation elements into the design and phasing of this plat as applicable.

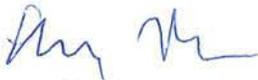
The ACHD Engineering Plan Review process will apply to this site. The following items should be submitted to Camila Arenas, Engineer I, Camila.Arenas@anokacountymn.gov (checklist and payment information are available on our website: <https://www.anokacountymn.gov/4072/Development-Review>):

- Construction plans
- Utility relocation plans
- Traffic Control plans
- Grading and erosion control plans
- Drainage calculations – Note that the post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year critical design storm
- ACHD Design Requirements Checklist
- Engineering plan review fee (estimated at \$150.00)

Following the completion of the ACHD Engineering Plan Review process, the contractor(s) who will be completing any work within the county right of way must begin the ACHD Permit process. Three Residential Single Driveway permits (\$175.00 each) must be obtained prior to the commencement of any construction. License permit bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Sue Burgmeier via phone at 763.324.3176 or via email at HighwayPermits@anokacountymn.gov for further information and to coordinate the ACHD Permit process.

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,



Logan Keehr, PE
Traffic Engineer II

xc: CR 74/Plats+Developments/2025
Jerry Auge, Assistant County Engineer
David Zieglmeier, County Surveyor
Sean Thiel, Traffic Engineering Manager
Sue Burgmeier, Traffic Technician
Camila Arenas, Engineer I

August 22, 2025

Grace Gerard, City Planner
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

RE: Preliminary Plat Review No. 2 – Cliffs Anderson Acres

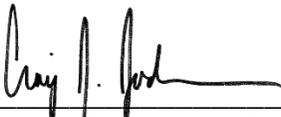
Dear Grace:

As requested, we have reviewed the revised Preliminary Plat information submitted for the proposed plat of Cliffs Anderson Acres. We offer the following comments:

1. The driveway accesses and culvert construction need to be approved by Anoka County. Provide an approval letter from Anoka County.
2. The Vehicle Maintenance Access roads need to be contained in an easement. Update the easements on the Preliminary Plat and the Construction Plans.
3. The Notice of Wetland application for the Level 1 review has been sent to the TEP. Comments are due August 27.

If you have any questions, please call me at 763-852-0485.

Sincerely,
Hakanson Anderson



Craig J. Jochum, City Engineer