

# EAST BETHEL CITY COUNCIL MEETING

November 24, 2025

The East Bethel City Council met on November 24, 2025, at 7:00 p.m. for the regular City Council meeting at City Hall.

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

ALSO PRESENT:               Matt Look, City Administrator  
  Jacob Saufley, City Attorney  
  Jeff Cielocha, Fire Chief  
  Nate Ayshford, Public Works Manager

## 1.0 Call to Order

The November 24, 2025, City Council meeting was called to order by Mayor Anderson at 7:00 p.m.

## 2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

## 3.0 Adopt Agenda

**Mundle stated I'll make a motion to adopt tonight's agenda with the addition of Item J, Supplemental Bill List, to the Consent Agenda. Erkel stated I'll second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

## 4.0 Presentations and Public Hearings

### 4.0 A Anoka County Sheriff's Report

Lieutenant Derek Peters presented the October 2025 Sheriff's Report, stating the Sheriff's Department responded to 413 calls for service, 4 thefts, 1 assault, 10 arrests, 147 traffic stops, 26 traffic citations, and outlined a few notable calls from the month.

Peters noted that as the temperatures continue to drop, remember that you need at least 4 inches of ice to walk on lakes and at least 5 inches for a snowmobile or smaller ATV. Peters noted that when in doubt, stay off the lakes until they get a solid streak of cold weather.

Anderson asked how they are 200 calls below last year, but 600 traffic stops above. Peters attributed that to young deputies who are new to the agency.

Erkel asked if, when they stop a pursuit, does that encourage others to run to avoid capture. Peters noted that could be the case, but overall public safety is their primary concern.

**Informational; no action required.**

### 4.0 B Fire Department Monthly Report

Fire Chief Cielocha presented the October 2025 report and noted that they responded to 55 calls. Cielocha presented a graph of dispatched incident types. He stated that 40 of those calls were medical.

Cielocha stated that Duty Crew is entering its second month, and it is providing relief during the day.

Cielocha noted that the Officer positions have been posted and will be closing tonight. The District Chiefs will be interviewed by an outside fire chief panel in the first week of December.

Cielocha noted that there will be a Santa Parade on December 13, the Fire Department Annual Banquet on December 6, and the Tree Lighting Ceremony on December 5, 2025.

Cielocha noted that earlier this month, District Chief Lachinski led a CPR/bleeding class for 10 students who were pursuing a merit badge.

Cielocha stated that the flooring project has kicked off, and Station 3 is currently being done, and then they will move on to the other two stations in December.

Erkel asked how many applications they have for the position openings. Cielocha noted they have 2 for the District Chief, 2 for the Captain, and 2 for the Senior Firefighter.

Erkel asked if they ever go out to Forest Lake and assist them. Cielocha noted that they will assist them if they need it, but since he has been here, they have never been called out there to help them.

**Informational; no action required.**

## 5.0 Public Forum

None.

## 6.0 Consent Agenda

Item A: Approve Bill List

Item B: Approve Tabled Meeting Minutes October 27, 2025, City Council Meeting

Item C: Approve Meeting Minutes, November 10, 2025, City Council Meeting

Item D: Approve Meeting Minutes, November 13, 2025, Town Hall Meeting

~~Item E: Successful Completion of Probationary Period: Fire Chief~~

Item F: Authorize City Engineer to Prepare Plans and Specifications for 2026 Road Projects

~~Item G: Resolution 2025-64, Accepting Work for the Prairie Hills Development~~

~~Item H: Municode Codification Services Annual Billing Agreement~~

~~Item I: Gutters and Ice Control for Fire Station #2/Public Works Building~~

Item J: Supplemental Bill List

Erkel requested to pull Items G, H, and I. Miller requested to pull Item E.

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

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

### 6.0 E Successful Completion of Probationary Period: Fire Chief

Miller thanked and congratulated the Fire Chief for completing his probationary period with outstanding results. Miller noted that he came in with a clear purpose to strengthen, focus, and uplift the Fire Department. Miller stated that morale is high, firefighters are thriving under his guidance, and recruitment continues to grow.

Smith stated that it has been a pleasure working with the Chief, and he stated that he knows they made a great decision in bringing him on.

**Miller stated I'll make a motion to approve Item E of the Consent Agenda. Smith stated I'll second.**

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

### 6.0 G Resolution 2025-64, Accepting Work for the Prairie Hills Development

Erkel asked for more specific information on what the improvements are. Look stated that he can get a list of those improvements to the Council.

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

#### **6.0 H Municode Codification Services - Annual Billing Agreement**

Erkel asked if this is the only option for service, or do they have other options to explore. Look stated that it is about \$300 increase, and if they sign up for the new price, they will get a discount for the first year. Look noted that Municode is owned by CivicPlus, who they have its website through, so it would be blended together seamlessly.

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

#### **6.0 I Gutters and Ice Control for Fire Station #2/Public Works Building**

Smith asked if they had any other estimates on the archway. Ayshford noted that he did not send that over, but it is \$9000 for the gutters and more for the ice control.

Smith asked what the retention system is. Ayshford noted that the original gutters were 6-inch seamless gutters that probably were not mounted like they should have been, so the retention system is posts that hold on to steel roofs to keep them from sliding off.

Smith asked that in the future, he send over all the estimates for them to look at.

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

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

#### **7.0 A Planning Commission**

None.

#### **7.0 B Economic Development Authority**

None.

#### **7.0 C Park Commission**

None.

### **8.0 Department Reports**

#### **8.0 A Community Development**

None.

#### **8.0 B Engineer Report**

None.

#### **8.0 C City Attorney**

None.

#### **8.0 D Finance**

None.

#### **8.0 E Public Works**

None.

#### **8.0 F Fire Department**

None.

## 8.0 G City Administrator Report

None.

## 9.0 – Other Items

### 9.0 A Staff Report

Look stated that at the last City Council meeting, they had a request to reduce utility/water bill for those impacted by the government shutdown, but after talking with the City Attorney, it does not meet the requirements for City expenditure, so they are unable to offer that discount.

Look stated that, on average, the budget needs to increase by about 6% per year to adjust for the increasing prices of electricity, gas, etc. Look noted that they were at a 3.7% increase for the City. Look discussed the assessment process for properties that may account for varying increases in individuals' taxes.

### 9.0 B Council Reports

Mundle noted that there is a Planning Commission meeting tomorrow night and wished everyone a Happy Thanksgiving.

Erkel stated that she received a call regarding the eviction of the Mundle's, and is wondering what the status of that is. Look noted that the end of this month is the deadline to vacate the property, but he believes there will be a response from their legal team, and they will determine the next steps from there. Look noted that there may be a grandfathering of that sign, if the sign was placed before there was a requirement for a permit from the City.

Erkel clarified that there is a sign hanging on the fence as well. Look noted that he is not aware of that one.

Erkel noted that there were a couple of Airport meetings she attended this month, and they are asking communities to put on their websites a Request for Volunteers for their Community Event.

Erkel noted that the Senior Dance will be held on December 5, 2025, followed by the tree lighting and food and drinks.

Miller wished everyone a safe Thanksgiving.

## 10.0 Adjourn

**Erkel stated I'll make a motion to adjourn. Mundle 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 7:37 p.m.

Submitted by:

Lilian Rokosz

*TimeSaver Off Site Secretarial, Inc.*