

# City of East Bethel

## City Council Agenda

Regular Council Meeting – 7:30 p.m.  
Date: November 19, 2014



	Item	
7:30 PM	1.0	Call to Order
7:31 PM	2.0	Pledge of Allegiance
7:32 PM	3.0	Adopt Agenda
Page 1-2		
7:33 PM	4.0	Presentations
Page 3-6		1. Sheriff's Report
7:40PM	5.0	Public Forum
7:50 PM	6.0	Consent Agenda
Page 7-9		
<i>Any item on the consent agenda may be removed for consideration by request of any one Council Member and put on the regular agenda for discussion and consideration</i>		
Page 10-13	A.	Approve Bills
Page 14-29	B.	Meeting Minutes, November 5, 2014 City Council Meeting
Page 30-39	C.	2015 Fee Schedule
	D.	Appointment of Probationary Firefighters
Page 40	E.	Approve Purchase of Duty Officer Vehicle
Page 41	F.	Resolution 2014-44 Declaring Surplus Property
Page 42-46	G.	Pay Estimate #9, Whispering Aspens Force Main
Page 47	H.	Meeting Minutes, November 12, 2014 Special City Council Meeting
Page 48	I.	Supplemental Payment Summary
		<b>New Business</b>
7:55 PM	7.0	Commission, Association and Task Force Reports
		A. Planning Commission
		B. Economic Development Authority
		C. Park Commission
Page 49-120		1. ACD 2015-2019 Comprehensive Plan
		D. Road Commission
8:00 PM	8.0	Department Reports
		A. Community Development
		B. Engineer
Page 121-128		1. MSA Street Designations
		C. City Attorney
		D. Finance
		E. Public Works
		F. Fire Department
Page 129-130		1. Heart Safe City
Page 131-133		2. October Fire Department Report

Page 134-135

3. DNR Surplus Equipment

G. City Administrator

Page 136-143

1. Schedule Hearing for Administrative Decision Appeal- 553  
Lakeshore

**8:25 PM**

**9.0**

**Other**

A. Staff Report

B. Council Reports

C. Other

**8:30 PM**

**10.0**

**Adjourn**



# City of East Bethel City Council Agenda Information

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**Date:**

November 19, 2014

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**Agenda Item Number:**

Item 4.0

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**Agenda Item:**

Sheriff's Department Report

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**Requested Action:**

Information Item

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**Background Information:**

Commander Shelly Orlando will present the October 2014 Sheriff's Report

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**Attachments:**

Attachment 1 – October Report

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**Fiscal Impact:**

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**Recommendation(s):**

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**City Council Action**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

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Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_

## **Anoka County Sheriff's Office Report October 2014**

**DWI's:** There were 3 DWI's in October. Two arrests were the result of driving conduct. The third arrest was a personal injury crash where the vehicle had left the roadway and struck a tree. The driver admitted to consuming alcohol, and "probably" shouldn't have been driving. The driver who sustained only minor injuries, submitted to a blood test. The test results did show a bac of .25 (3x the legal limit).

**Thefts:** There were 19 thefts reported. Three were thefts of vehicles. One theft occurred when the owner went outside and started his vehicle at 5:45 a.m., he then went back inside to return 5 minutes later and his vehicle was gone. The vehicle was recovered 4 days later, abandoned. The second vehicle theft occurred at 8:30 p.m. The vehicle was parked outside with the keys in it. The vehicle was last seen eastbound from 217 Ave NE. Within minutes of a deputy arriving on scene, the report came in of a vehicle in a ditch a short distance away. This was the stolen vehicle. A K9 was brought up to the area to try and track the suspect but to no avail. The third vehicle theft involved a vehicle that was brought to a home to have an acquaintance put a new engine in it several months ago. The vehicle owner has heard that his acquaintance recently quit his job and is no longer living in the area. The vehicle's location is unknown at this time. There was one financial transaction card fraud reported. The victim reported she had taken cash out of an atm twice in one night. She found that there was a third withdrawal, which she did not make that same night. There were two gas no pays reported. One person returned and paid upon being contacted. The second, there was no license plate information. There were three reports involving theft of prescription pills. One report resulted in the suspect's arrest, as he had taken his girlfriend's daughters medication and snorted it. The second report involved prescription pills going missing. The possible suspect was a male that had been doing work around the home. The last report involved several oxycodone pills being taken from a vehicle. There are no suspects. One theft report occurred at a business where the suspect was seen on video surveillance taking the items from the men's locker room. The suspect was confronted and denied involvement. The suspect was arrested. There was a report of three catalytic converters taken off vehicles parked in the driveway. One report involved license plates taken from a vehicle. There was a report of golf clubs being taken from a vehicle parked in a driveway. There was a delayed report of a pressure washer being stolen. The victim believes an

acquaintance of his took it. One theft report involved money that had been sent to Malaysia, to someone the victim had befriended on the internet. The suspect advised he wanted to send her an expensive watch but couldn't pay the fees for sending it. The victim wired the suspect \$1345. The suspect will not respond to the victim now.

**Burglaries:** There was one report of a burglary. A home had been entered through a back window after the screen was cut. Taken from the home were two laptops, a jar of change and a cigarette rolling machine. The homeowner felt the suspects were friends of his son's whom he believed to have come into the home in the previous week as well, when the door was not locked and eaten some food. The case was investigated and a juvenile male suspect did admit to the burglary. The suspect was taken into custody after confessing.

**Damage to Property:** There were two reports of damage to property. One report involved a motorcycle that was keyed. The victim suspects his ex-girlfriend who had suddenly moved out of the house. The ex-girlfriend denies doing any damage. The second report involved a split rail fence that a male was putting on his property. The next door neighbor felt the fence was being put on her property and alluded to taking it down. The male who had put up the fence decided to move it over a few feet to make sure it was on his property.

**Threat Report:** On October 29<sup>th</sup> a deputy was called to a local elementary school on a threat report. The deputy responded and learned that a young school age child had written on a piece of paper that he wanted to bring a gun and kill people at the school. The school was handling the incident, internally. The deputy did speak with the young man, who advised he was very mad and when he gets mad, he writes things down. He explained he never would follow through on any of it. The parents of the male were contacted as well. The school handled the notification of student's parents as well as media inquiries.

**Public Nuisance:** On 10-25 deputies were called to a report of a loud disturbing party. Upon arrival, deputies spoke with the renter who was having a party of approximately 300 people. The deputies advised the renter if they received further complaints, they would be back to shut down the party. Approximately one hour later, deputies were called back to the

residence. Deputies then cleared the party and cited the renter with allowing a public nuisance.

**Indecent Exposure:** On October 26 at approximately 5:20 p.m. a deputy was called to a report of an indecent exposure. The victim, a 60 year old female, reported she was walking along 229 Ave/ Bataan St when a young male, approximately 14-17 years old, riding a bike exposed his genitals to her. The male asked her if she wanted to have some fun. The victim walked away and did not see what direction the male left. The deputy was in the area within 3 minutes and was not able to locate the male. There have been no further calls of any activity like this since then.

**Arrest Breakdowns:**

**Felony – 1**  
**Burglary**

**Gross Misdemeanor – 2**  
**Violate Order for Protection, Obstruct Legal Process with Force – same incident**

**Misdemeanor – 5**  
**Theft – 2**  
**Disturbing the peace – 1**  
**Violate Order for Protection – 1**  
**Disorderly Conduct – 1**



# City of East Bethel City Council Agenda Information

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**Date:**

November 19, 2014

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**Agenda Item Number:**

Item 6.0 A-I

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**Agenda Item:**

Consent Agenda

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**Requested Action:**

Consider approving Consent Agenda as presented

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**Background Information:**

Item A

Approve Bills

Item B

November 5, 2014 City Council Meeting Minutes

Meeting minutes from the November 5, 2014 City Council Meeting are attached for your review.

Item C

2015 Fee Schedule

The City last amended the Fee Schedule on January 8<sup>th</sup>, 2014. The only changes Staff is recommending for 2015 are under the Utility Operation Fees section. The changes convert all quarterly utility rates to monthly rates (no net increase or decrease) as this will allow for all utility customers to be billed on a unified monthly schedule. Again, the City has implemented an auto-meter reading system and upgraded their respective utility billing software to allow for this change. Furthermore, this allows the user to better budget for the expense and more accurately monitor their consumption levels given the monthly schedule. Changing the fee schedule at this time will allow the implementation of the monthly billing service to begin on January 1, 2015.

Item D

Appointment of Probationary Firefighters

The Fire Chief has recommended appointment of the following as probationary firefighters:

- Harley Lott
- Nathan Fish
- James Saenger
- Justin Szmanda
- Kyle Howard
- Ronald Lammert

The interview and selection panel has interviewed these applicants and found them to meet the requirements for appointment as probationary members of the Fire Department.

Each of these six applicants will be required to complete one year of service, attend the required drills and meetings. Each probationary firefighter will also be required to obtain their Class B license within 12 months, achieve Firefighter II Certification, and become at least Emergency Medical Responder (The old First Responder).

Prior to the completion of the one year probationary period, the Fire Chief will evaluate the performance of these probationary members and report to the Council those that are recommended as regular members of the Fire Department.

The Minnesota Firefighter Board of Training and Education (MBTE) will reimburse the City for the Firefighter I and II training costs and the Anoka County Fire Council SAFER Grant will reimburse the City for the cost of Turn Out Gear of the new applicants.

Two applicants will be assigned to Station 2  
Four applicants will be assigned to Station 3

With these appointments, the Fire Department will have a total of 38 Fire Fighters.

#### Item E

##### Approve Purchase of Duty Officer Vehicle for Fire Department

As part of the City's Equipment Replacement Program, the 2003 Ford F-250 pickup truck, used as the Duty Officer Vehicle, is scheduled for replacement in 2015. This is a regular replacement for this item. This piece of equipment has reached the stage in its service life where the maintenance costs are becoming excessive and are approaching the value of the truck. This truck has developed major engine problems with both exhaust manifolds and possibly the heads needing replacement. Due to higher maintenance costs, increased down time and lower productivity of this vehicle, City staff recommends that we replace the 2003 Ford F-250 pickup truck with a vehicle from the State Contract.

Staff has checked state contracts for replacement vehicles with minimum specifications of an SUV, gasoline engine. This is consistent with the use that the existing vehicle that will be replaced. Staff has reviewed the three options for the cab and chassis on state contract from the three major truck manufacturers and has determined that the Ford Explorer provides the best value and the lowest cost.

If approved by Council, the Ford Explorer will be ordered with the State Contract Pricing and delivered sometime in early 2015. Upon delivery, in 2015, payment will be due.

The budgeted amount for this project is \$ 45,000. The proposed cost for the vehicle with accessories is \$ 44,669.87.

#### Item F

##### Resolution 2014-44 Declaring Surplus Property

City Council approved the purchase of a Grass Fire Truck earlier this year. The Ford F-350 has been received, is equipped with the necessary equipment and ready to be placed into service. The replaced vehicle, a 1989 Chevrolet one ton pickup truck is ready for decommission and has come to the end of its useful service life as a reliable and dependable piece of equipment.

The existing Duty Officer Truck, a 2003 Ford F-250 pickup truck, has developed major engine problems with both exhaust manifolds and possibly the heads needing replacement. This truck is budgeted for replacement within the 2015 Vehicle/Equipment Replacement Budget. This vehicle is ready for decommission and has come to the end of its useful service life as a reliable and dependable piece of equipment.

Resolution 2014-44, Declaring Surplus Property, is provided for surplus property declaration and\ authorization for disposal.

Item G

Pay Estimate No. 9 for Castle Towers/Whispering Aspen 2013 Forcemain Project

This item includes Pay Estimate No. 9 to LaTour Construction, Inc. for the Castle Towers/Whispering Aspen 2013 Forcemain Project. This pay estimate includes payment for the electrical work, communication system and restoration. Staff recommends partial payment of \$54,433.04. A summary of the recommended payment is as follows:

Total Work Completed to Date	\$ 1,925,533.14
Less Previous Payments	\$ 1,774,823.44
Less Retainage	\$ 96,276.66
Total payment	\$ 54,433.04

Payment for this project will be financed from the bond proceeds. Funds, as noted above, are available and appropriate for this project. A copy of Pay Estimate No. 9 is attached.

Item H

November 12, 2014 Special City Council Meeting Minutes

Meeting minutes from the November 12, 2014 Special City Council Meeting are attached for your review.

Item I

Supplemental Payment Summary

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**Fiscal Impact:**

As noted above.

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**Recommendation(s):**

Staff recommends approval of the Consent Agenda as presented.

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**City Council Action**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Vote Yes: \_\_\_\_\_

Vote No: \_\_\_\_\_

No Action Required: \_\_\_\_\_



**Payments for Council Approval November 19, 2014**

Bills to be approved for payment	\$49,347.03
Electronic payroll payments	\$25,677.88
Payroll - City Staff - November 6, 2014	\$31,308.28
Payroll - City Council, November 14, 2014	\$2,145.32
Payroll - Fire Department, November 14, 2014	\$6,316.76
<b>Total to be Approved for Payment</b>	<b>\$114,795.27</b>

# City of East Bethel

November 19, 2014

## Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Anoka County CDBG	Professional Services Fees	8425	Steinbrecher Companies Inc.	233	23300	\$250.00
Anoka County CDBG	Professional Services Fees	8467	Steinbrecher Companies Inc.	233	23300	\$550.00
Anoka County CDBG	Professional Services Fees	8468	Steinbrecher Companies Inc.	233	23300	\$650.00
Anoka County CDBG	Professional Services Fees	103014	Zierke Soil Testing	233	23300	\$400.00
Arena Operations	Bldgs/Facilities Repair/Maint	ABR0105859I	MN Dept Labor & Industry	615	49851	\$30.00
Arena Operations	Bldgs/Facilities Repair/Maint	3031828	Viking Industrial Center	615	49851	\$670.59
Arena Operations	Bldgs/Facilities Repair/Maint	102914	Wright-Hennepin Coop Electric	615	49851	\$241.95
Arena Operations	General Operating Supplies	155752	Class C Components	615	49851	\$421.00
Arena Operations	General Operating Supplies	155779-01	Class C Components	615	49851	\$23.47
Arena Operations	General Operating Supplies	156893	Class C Components	615	49851	\$96.58
Arena Operations	Motor Fuels	1084161216	Ferrellgas	615	49851	\$446.46
Arena Operations	Refuse Removal	274625	Ace Solid Waste, Inc.	615	49851	\$256.23
Arena Operations	Repairs/Maint Machinery/Equip	384278	Jorson & Carlson Co., Inc	615	49851	\$35.28
Arena Operations	Small Tools and Minor Equip	67813	Menards Cambridge	615	49851	\$64.34
Arena Operations	Telephone	110114	CenturyLink	615	49851	\$6.33
Building Inspection	Motor Fuels	21066	Mansfield Oil Company	101	42410	\$425.94
Central Services/Supplies	Information Systems	219418	City of Roseville	101	48150	\$2,254.25
Central Services/Supplies	Information Systems	11 2014	Midcontinent Communications	101	48150	\$1,278.00
Central Services/Supplies	Office Equipment Rental	265653972	US Bank Equipment Finance	101	48150	\$269.50
Central Services/Supplies	Office Supplies	55043423	Hewlett-Packard Company	101	48150	\$336.00
Central Services/Supplies	Telephone	110114	CenturyLink	101	48150	\$26.14
City Administration	Travel Expenses	110314	Karen White	101	41320	\$31.18
City Clerk	Professional Services Fees	M20875	TimeSaver Off Site Secretarial	101	41430	\$464.00
Economic Development Authority	Professional Services Fees	111414	Susan Irons	232	23200	\$56.00
Finance	Travel Expenses	110714	Jackie Campbell	101	41520	\$38.53
Fire Department	Bldgs/Facilities Repair/Maint	11330	Betz Mechanical, Inc.	101	42210	\$597.16
Fire Department	Bldgs/Facilities Repair/Maint	102914	Wright-Hennepin Coop Electric	101	42210	\$4.98
Fire Department	Clothing & Personal Equipment	4492	Wildland Warehouse	101	42210	\$4,217.20
Fire Department	Conferences/Meetings	101114	Timothy Jungwirth	101	42210	\$37.25
Fire Department	Motor Fuels	21065	Mansfield Oil Company	101	42210	\$390.99
Fire Department	Motor Fuels	21066	Mansfield Oil Company	101	42210	\$677.61
Fire Department	Motor Vehicle Services (Lic d)	230291	PTL Tire & Automotive Ctr	101	42210	\$40.80
Fire Department	Personnel Advertising	65266	The Courier	101	42210	\$162.50
Fire Department	Refuse Removal	274625	Ace Solid Waste, Inc.	101	42210	\$51.19
Fire Department	Repairs/Maint Machinery/Equip	48819	Ancom Communications	101	42210	\$360.78
Fire Department	Repairs/Maint Machinery/Equip	48823	Ancom Communications	101	42210	\$319.45
Fire Department	Small Tools and Minor Equip	MS092914-22	Emergency Automotive	701	42210	\$1,700.00
Fire Department	Telephone	110114	CenturyLink	101	42210	\$398.94
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	124912	Robert B. Hill Company	101	41940	\$18.00
General Govt Buildings/Plant	Refuse Removal	274625	Ace Solid Waste, Inc.	101	41940	\$51.10
Legal	Legal Fees	1977048	Dorsey & Whitney LLP	101	41610	\$1,027.00
Legal	Legal Fees	10 2014	Eckberg, Lammers, Briggs,	101	41610	\$8,125.19
Legal	Legal Fees	138833	Eckberg, Lammers, Briggs,	101	41610	\$3,032.00
Mayor/City Council	Office Supplies	111314	Tim Harrington	101	41110	\$41.94
Mayor/City Council	Other Advertising	65266	The Courier	101	41110	\$40.00

# City of East Bethel

November 19, 2014

## Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Park Maintenance	Clothing & Personal Equipment	1132576557	G&K Services - St. Paul	101	43201	\$19.00
Park Maintenance	Clothing & Personal Equipment	1182475161	G&K Services - St. Paul	101	43201	\$19.00
Park Maintenance	Equipment Parts	P27443	MN Equipment Solutions	101	43201	\$23.59
Park Maintenance	Equipment Parts	P37241	MN Equipment Solutions	101	43201	\$31.55
Park Maintenance	Motor Fuels	21065	Mansfield Oil Company	101	43201	\$751.91
Park Maintenance	Motor Fuels	21066	Mansfield Oil Company	101	43201	\$580.80
Park Maintenance	Park & Landscape Services	10386	Great Northern Landscapes, Inc	101	43201	\$323.00
Planning and Zoning	Dues and Subscriptions	103014	East Bethel Chamber	101	41910	\$75.00
Planning and Zoning	Professional Services Fees	111414	Susan Irons	101	41910	\$28.00
Police	Professional Services Fees	126795	Gopher State One-Call	101	42110	\$20.30
Police	Professional Services Fees	10 2014	Gratitude Farms	101	42110	\$250.00
Recycling Operations	Refuse Removal	274625	Ace Solid Waste, Inc.	226	43235	\$211.77
Sewer Operations	Bldg/Facility Repair Supplies	74471	Menards - Forest Lake	602	49451	\$240.44
Sewer Operations	Bldgs/Facilities Repair/Maint	102914	Wright-Hennepin Coop Electric	602	49451	\$22.95
Sewer Operations	Chemicals and Chem Products	3659714 RI	Hawkins, Inc	602	49451	\$35.00
Sewer Operations	Utility Maint Supplies	109118	Ferguson Waterworks #2516	602	49451	\$60.18
Sewer Operations	Utility Maint Supplies	113781	Ferguson Waterworks #2516	602	49451	\$3,803.78
Street Maintenance	Bldgs/Facilities Repair/Maint	13870	Blaine Lock & Safe, Inc.	101	43220	\$130.00
Street Maintenance	Bldgs/Facilities Repair/Maint	1132576557	G&K Services - St. Paul	101	43220	\$5.33
Street Maintenance	Bldgs/Facilities Repair/Maint	1182475161	G&K Services - St. Paul	101	43220	\$5.33
Street Maintenance	Bldgs/Facilities Repair/Maint	ABR0105069I	MN Dept Labor & Industry	101	43220	\$30.00
Street Maintenance	Bldgs/Facilities Repair/Maint	102914	Wright-Hennepin Coop Electric	101	43220	\$19.92
Street Maintenance	Cleaning Supplies	9582139649	Grainger	101	43220	\$105.93
Street Maintenance	Clothing & Personal Equipment	1132576557	G&K Services - St. Paul	101	43220	\$73.40
Street Maintenance	Clothing & Personal Equipment	1182475161	G&K Services - St. Paul	101	43220	\$19.40
Street Maintenance	Equipment Parts	2146697	MacQueen Equipment, Inc.	101	43220	\$259.58
Street Maintenance	Motor Fuels	21065	Mansfield Oil Company	101	43220	\$1,864.77
Street Maintenance	Motor Fuels	21066	Mansfield Oil Company	101	43220	\$251.68
Street Maintenance	Motor Vehicles Parts	3368289	Auto Nation SSC	101	43220	\$116.35
Street Maintenance	Motor Vehicles Parts	3371520	Auto Nation SSC	101	43220	\$19.73
Street Maintenance	Motor Vehicles Parts	3378104	Auto Nation SSC	101	43220	\$191.45
Street Maintenance	Motor Vehicles Parts	CM3317930	Auto Nation SSC	101	43220	(\$150.00)
Street Maintenance	Professional Services Fees	111414	Susan Irons	101	43220	\$48.00
Street Maintenance	Refuse Removal	274625	Ace Solid Waste, Inc.	101	43220	\$40.95
Street Maintenance	Shop Supplies	3868790	Kimball Midwest	101	43220	\$99.10
Street Maintenance	Small Tools and Minor Equip	4041089773	BlueTarp Financial, Inc.	101	43220	\$135.94
Street Maintenance	Street Maint Materials	141031	Commercial Asphalt Co.	101	43220	\$106.38
Street Maintenance	Street Maint Materials	71239840	Compass Minerals	101	43220	\$1,836.36
Street Maintenance	Street Maint Materials	71240582	Compass Minerals	101	43220	\$1,837.86
Street Maintenance	Street Maint Materials	BL0000002718	TrueNorth Steel	101	43220	\$303.94
Street Maintenance	Telephone	110114	CenturyLink	101	43220	\$69.22
Water Utility Operations	Bldgs/Facilities Repair/Maint	102914	Wright-Hennepin Coop Electric	601	49401	\$26.67
Water Utility Operations	Chemicals and Chem Products	3659713 RI	Hawkins, Inc	601	49401	\$55.00
Water Utility Operations	Telephone	110114	CenturyLink	601	49401	\$170.83
Water Utility Operations	Telephone	110114	CenturyLink	601	49401	\$65.99

# City of East Bethel

November 19, 2014

## Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Water Utility Operations	Telephone	110114	CenturyLink	601	49401	\$121.38
Water Utility Operations	Utility Maint Supplies	105507	Ferguson Waterworks #2516	601	49401	\$477.14
Water Utility Operations	Utility Maint Supplies	109118	Ferguson Waterworks #2516	601	49401	\$60.18
Water Utility Operations	Utility Maint Supplies	113781	Ferguson Waterworks #2516	601	49401	\$3,289.86
Water Utility Operations	Utility Maint Supplies	115956	Ferguson Waterworks #2516	601	49401	\$83.09
Water Utility Operations	Utility Maint Supplies	115958	Ferguson Waterworks #2516	601	49401	\$464.15
						<b>\$49,347.03</b>
<b>Electronic Payroll Payments</b>						
Payroll	PERA					\$5,467.13
Payroll	Federal Withholding					\$5,291.64
Payroll	Medicare Withholding					\$1,699.82
Payroll	FICA Tax Withholding					\$7,051.78
Payroll	State Withholding					\$2,228.64
Payroll	MSRS/HCSP					\$3,938.87
						<b>\$25,677.88</b>

## EAST BETHEL CITY COUNCIL MEETING

NOVEMBER 5, 2014

The East Bethel City Council met on November 5, 2014, at 7:30 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT:      Bob DeRoche              Ron Koller              Tim Harrington  
                                 Heidi Moegerle          Tom Ronning

ALSO PRESENT:              Jack Davis, City Administrator  
                                 Mark Vierling, City Attorney

**1.0**                      The November 5, 2014, City Council meeting was called to order by Mayor DeRoche at  
**Call to Order**      7:30 p.m.

**2.0**                      The Pledge of Allegiance was recited.  
**Pledge of**  
**Allegiance**

**3.0**                      **Harrington, "I'll make a motion to adopt tonight's agenda. Moegerle, "I'll second."**  
**Adopt**                  DeRoche, "Any discussion? All in favor?" **All in favor.** DeRoche, "Opposed? Hearing  
**Agenda**                  none, motion passes." **Motion passes unanimously.**

**4.0**                      Davis presented the staff report indicating the East Bethel Code of Ordinances, Chapter 74,  
**Public**                  Section 74-126 (b) provides for the collection of delinquent utility bills through the property  
**Hearing**                  tax system. This ordinance provides an opportunity for property owners that are delinquent  
                                 in payments to the City for utility services to come before the City Council to explain their  
                                 specific situation. The public hearing we are conducting tonight meets the requirements of  
                                 the Ordinance.

The public hearing must be conducted and property owners must be provided an opportunity to be heard before the final certification of delinquent amounts is forwarded to the County for collection with property taxes.

At the September 17<sup>th</sup>, 2014 meeting, Council set November 5, 2014, as the public hearing date for individuals wishing to object to the delinquent charges being collected through the property tax system. All affected property owners have been notified via U.S. Mail of the opportunity to appear before the City Council this evening.

The final list must be provided to the County no later than November 30, 2014. Certification of delinquent charges will improve the City's opportunity to collect these delinquent charges.

Staff recommends that the public hearing be opened tonight to provide an opportunity for citizens to be heard on their delinquent accounts. At the conclusion of the public hearing, staff recommends approval of Resolution 2014-41 Final Certification of Delinquent Charges for Collection with 2015 Property Taxes.

DeRoche opened the public hearing at 7:32 p.m.

4.0

No one came forward to address the Council on this matter.

Public  
Hearing**Moegerle, “I make a motion to close the public hearing.”**

Ronning, “Did she hear? Maybe mention it again. We have a new person.” DeRoche, “Oh, I’m sorry. Are you here for the delinquent utility certification?” Audience member, “I’m just here to observe.” DeRoche, “Oh, okay, all right.”

**Moegerle, “Again, I move that we close the public hearing.” Koller, “I’ll second.”** DeRoche, “Any discussion? All in favor?” **All in favor.** DeRoche, “Opposed? Hearing none, motion passes.” **Motion passes unanimously.**

DeRoche closed the public hearing at 7:34 p.m.

**Moegerle, “I make a motion we pass Resolution No. 2014-41, Final Certification of Delinquent Charges for Collection with 2015 Property Taxes.” Koller, “I’ll second.”** DeRoche, “Any discussion? All in favor?” **All in favor.** DeRoche, “Opposed? Hearing none, motion passes.” **Motion passes unanimously.**

5.0  
Public  
Forum

No one signed to speak at the Public Forum.

6.0  
Consent  
Agenda

Item A Bills/Claims

Item B Meeting Minutes, October 15, 2014, City Council Meeting  
Meeting minutes from the October 15, 2014, City Council Meeting are attached for your review and approval.

Item C Meeting Minutes, October 15, 2014, City Council Work Meeting  
Meeting minutes from the October 15, 2014, City Council Work Meeting are attached for your review and approval.

Item D Liability Coverage Waiver Form

The City purchases its insurance from the League of Minnesota Cities Insurance Trust (LMCIT). A requirement of that insurance coverage is that each participating municipality must annually either affirm or waive its statutory limits of liability.

The statutory limits of liability for Minnesota cities are \$500,000 for an individual claimant and \$1,500,000 per occurrence. Cities can waive these limits by allowing an individual claimant to recover more than \$500,000, up to the \$1,500,000 occurrence limit or more if limits are waived and excess liability insurance is purchased. They may also waive the “per occurrence” limit and purchase excess liability insurance. Historically, East Bethel has not waived its liability limits and has chosen to purchase excess coverage, which increases the recovery amount to \$2,500,000. The additional coverage costs roughly \$8,000. Staff and the City Attorney recommend that the City continue this position for 2015.

Item E Administrative Assistant Hire

The City received 87 applications for Community Development Administrative Assistant. Ten applicants were interviewed and Amy Norling was the candidate that met all of our requirements for the position.

6.0  
Consent  
Agenda

Amy has been our City intern since July of this year and has had the opportunity to prove her abilities in her performance of the duties of the position. She has demonstrated her aptitude and skills in a very professional manner and has shown she has the capabilities to perform the functions of this position. Her work has exceeded our expectations and Staff is confident that Amy is the most qualified candidate and will be an asset to the City. This position is listed as Pay Grade 5, Step 1 with an annual salary of \$41,492.13 and benefits. Funds have been included in the Preliminary 2015 Budget for this position

Item F           Set Date for Canvassing of Election Returns for Mayoral and City Council  
The City Council as the Election Canvassing Board, is required to canvass the results of the general election between the third and tenth day following general election per Minn. Stat. §204C.33, subd. 1; §205.185, subd. 3.

Staff recommends that Council schedule a Special Meeting for Wednesday, November 12, 2014, at 6:00 p.m. to Canvass the General Election results.

**Koller, “I’ll make a motion to approve the Consent Agenda.” Harrington, “Second.” DeRoche, “Any discussion? All in favor?” All in favor. DeRoche, “Opposed? Hearing none, motion passes.” Vote: DeRoche, Harrington, Koller, Ronning-Aye; Moegerle-Nay, motion passes 4-1.**

7.0  
**New Business**

Commission, Association and Task Force Reports

7.0A  
Planning  
Commission

None.

7.0B  
Economic  
Development  
Authority

Davis presented the staff report, indicating City Council approved a change in the process of interviews for Commissions/Authority positions at the September 3, 2014 Meeting. Candidates for vacancies are now interviewed by their respective Commissions/Authorities and a recommendation is presented to City Council based on that action.

7.0B.1.  
EDA Vacancy  
Appointment

The EDA interviewed two candidates for the vacant position on the Authority at their October 20, 2014 meeting and as a result of that meeting, selected Doug Welter as their recommendation to fill Mike Connor’s term, which expires January 31, 2018.

The EDA recommends that Mr. Doug Welter be appointed to fill the vacancy on the Authority with the term of appointment to expire on January 31, 2018.

**Moegerle, “I make a motion that we accept the EDA’s recommendation to appoint Doug Welter to fill the term of Mike Connor which expires on January 31, 2018. Harrington, “I’ll second.” DeRoche, “Any discussion? All in favor?” All in favor. DeRoche, “Opposed? Hearing none, motion passes.” Motion passes unanimously.**

7.0C  
Park  
Commission

None.

7.0D None.  
Road  
Commission

**8.0  
Department  
Reports**

8.0A  
Community  
Development  
8.0A.1.  
Septic  
Ordinance,  
Chapter 74,  
Section II

Davis presented the staff report, indicating City Staff is recommending amending the Septic Ordinance Chapter 74, Section II, of the East Bethel City Code. The proposed changes are necessary to reflect the recent changes in State Code, 145A.05 and 115.55 and in the MPCA Administrative Rules Chapters 7080 through 7083.

Adoption of the proposals would update our current Ordinance with the recent revisions to the State Statutes and MPCA Administrative Rules and clarify areas of ambiguity in our present Code.

Changes for the Statute and Administrative Rule compliance and others recommended by Staff are included in Attachment 2 for your review.

Issues raised by Council at the October 15 2014, meeting have also been addressed. Staff recommends Council consideration to amend Chapter 74, Section II to comply with the changes as noted in your attachments.

**Ronning, “Move to approve recommended City Code update.” Koller, “I’ll second.”**

DeRoche, “Any discussion? I guess the only question I’d have is, has legal had a chance to look at it?” Vierling, “Yes, it complies with both Statutory and Rule requirements.” DeRoche, “Okay. Any more discussion?”

Ronning, “Is it a mandatory update?” Vierling, “Well the Department of Pollution Control has the authority by Statute to establish the regulation. So, you are following, principally, those requirements. As noted in the cover sheet prepared by staff, there are a few areas that the Council can have some input on and the City staff may, perhaps, not have the strict compliance issue on some of those. But, they are noted and provided for within the draft that you have. So, to the extent the City has reserved its opportunities under the Rules, you’ve done so.”

Davis, “In actuality, there are some changes in this that lessen some of the restrictions or standards that were in place prior to these revisions. Those are noted. The City is allowed to permit a 15% reduction in vertical separation between the bottom of the drain field and the restrictive layer of the soils. Setbacks from buildings in certain situations can be reduced by 50% and modification of tank size requirements to a smaller size can be accommodated in system design. So, there are a lessening of certain restrictions in this revision.”

DeRoche, “Any other discussion?” Moegerle, “No.” DeRoche, “Hearing none, all in favor?” **All in favor.** DeRoche, “Opposed? Hearing none, motion passes.” **Motion passes unanimously.**

8.0A.2.  
Developers  
Agreement  
Classic  
Comm. Park

Davis presented the staff report, indicating that as part of the subdivision process, the City is required to enter into a Developer’s Agreement outlining improvements, warranties, and other obligations of the Developer. The Developer’s Agreement for Classic Commercial Park 3<sup>rd</sup> Addition is attached for your review. This agreement was written and prepared by the City Attorney based on Planning and Engineer Staff recommendations and has been

8.0A.2. accepted by the developer.

Developers

Agreement

Classic

Comm. Park

The approval and the signing of the Developer's Agreement is a necessary condition. It must be met prior to the issuance of a building permit. Staff requests that Council consider the approval of the Developer's Agreement for Classic Commercial Park 3<sup>rd</sup> Addition.

**Moegerle, "I make a motion we adopt and to approve the Developer's Agreement for Classic Commercial Park." Ronning, "Support."**

DeRoche, "Any discussion? Again, the only question I'd have, Mark, have you had a chance to go through this?" Vierling, "We did with City staff. You'll note that there are some areas where the escrows are going to be set once the building permit is applied for. So, it follows the format that we've been using for developer's contracts with the City for several years."

DeRoche, "All right. Any more discussion?" Ronning, "Yes. If I missed it, my apologies. What is the timing? Is it listed in here?" Davis, "No it is not. It's expected to be, probably, commenced in six months or maybe the Spring time."

DeRoche, "Any other discussion? All in favor?" **All in favor.** DeRoche, "Opposed? Hearing none, motion passes." **Motion passes unanimously.**

8.0A.3.  
Final Plat  
Classic  
Commercial  
Park 3<sup>rd</sup>  
Addition  
Addendum

Davis presented the staff report, indicating the City Council approved the Final Plat of the Classic Commercial Park 3<sup>rd</sup> Addition at the October 1, 2014, City Council meeting. Staff is now requesting that the City Council approve the right-of-way designation for a future street extension of Buchanan Street, utilizing a 300-foot centerline radius and dedicating a 40-foot wide right-of-way, north of the centerline of Buchanan Street, for Classic Commercial Park 3<sup>rd</sup> Addition. The reason for this change is to accommodate future street improvements that would be eligible for MSA funds. MSA projects normally require the 300-foot centerline radius to meet their design requirements. To supplement this information, the Preliminary Plat has also been updated for your reference and also includes the area of right-of-way dedication. The developer is aware that the proposed building and parking must be revised and moved north to accommodate the right-of-way dedication. It is the policy of the City, where possible, to obtain easements on execution of the Developer's Agreement or dedicated as part of the plat as it's less complicated to secure them at this stage of the project.

This is a continuation of the platting of vacant property in the Classic Commercial Park. There have been no changes as result of comments for the Preliminary and Final Plat and CD Properties North, LLC is requesting the amended Final Plat approval.

Staff requests that Council consider the approval of the right-of-way for Buchanan Street as dedicated on the revised Final Plat for the Classic Commercial Park 3<sup>rd</sup> Addition.

**Moegerle, "I move that we approve of the right-of-way for Buchanan Street as dedicated on the revised Final Plat for the Classic Commercial Park 3<sup>rd</sup> Addition." Harrington, "I'll second."**

DeRoche, "Any discussion? Again, Mark, you've had a chance to look through that and make your comments?" Vierling, "Yes we did. We talked with City staff. The option was for the developer to supply that extra right-of-way by way of easement. It makes far more

8.0A.3. sense for them to dedicate it as part of the Plat. It's just easier to record and follow up on  
Final Plat and it's always right there. You don't have to look in two locations to see where the future  
Classic right-of-way is for the records. Yes, we support the request to do the addendum."

Commercial  
Park 3<sup>rd</sup>  
Addition  
Addendum

DeRoche, "Any more discussion? All in favor?" **All in favor.** DeRoche, "Opposed?  
Hearing none, motion passes." **Motion passes unanimously.**

8.0A.4.  
Stern  
Administra-  
tive  
Subdivision

Davis presented the staff report, indicating the owner of the property, Irene Stern, 20204 Highway 65 NE, has requested an Administrative Subdivision to divide a metes and bounds parcel into two lots. Ms. Stern is interested in subdividing her property for the purpose of sale of Parcel A of 10.03 acres, which is listed in your packet. The remaining use of the acreage would remain unchanged. The existing property is a metes and bounds parcel and Ms. Stern is allowed to divide off one parcel from the original through the Administrative Subdivision process. This property is located at the northwest corner of the intersection of Klondike Drive and Highway 65.

On October 28, 2014, the Planning Commission approved the Administrative Subdivision request of the owner, Irene Stern, to subdivide the property into two separate metes and bounds parcels as described in your packet.

The Planning Commission recommends City Council approval of the Administrative Subdivision for Irene Stern as presented.

**Moegerle, "I move that we approve the Administrative Subdivision for Irene Stern."  
Harrington, "I'll second."**

DeRoche, "Any discussion? Mr. Vierling, any comments?" Vierling, "We reviewed it as per the packet and feel it is compliant with your ordinance. We support it."

DeRoche, "Any more discussion? All in favor?" **All in favor.** DeRoche, "Opposed?  
Hearing none, motion passes." **Motion passes unanimously.**

8.0B  
Engineer

None.

8.0C  
City Attorney

None.

8.0D  
Finance

None.

8.0E  
Public Works

None.

8.0F  
Fire  
Department

None.

8.0G  
City  
Administrator

Davis presented the staff report, indicating that at the October 1, 2014, Council meeting, Amanda Olson of 1131 Pierce Path requested that Council consider amending the City Ordinance, Chapter 10, Animals, Section II – Dogs, Division 2 – Kennels. Ms. Olson is

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Dogs

requesting that Council consider reducing the acreage required for keeping of dogs. Ms. Olson lives on a 0.234-acre lot and wants to keep more than three dogs. Per City Ordinance, the maximum number of dogs allowed without a kennel license on lots less than two acres is two. More than two dogs requires a private kennel license and the maximum number of dogs allowed with this license is to be determined by the number of acres.

Ms. Olson wants to keep three dogs but City Ordinances require that lot sizes for three dogs is 2.5 to 2.99 acres. Staff reviewed requirements for Oak Grove, Ham Lake, and Cambridge and found their restrictions for the number of dogs that can be kept without a kennel license is less restrictive than our Ordinance. Please keep in mind that the number one category of complaints received by the City is for dog issues. We currently have four dog reports of violation under review at this time and these issues are difficult to enforce and resolve.

Staff is of the opinion that any further relaxation of City Ordinances that relates to dogs could increase the number of dog complaints and the amount of staff time and resources to address these problems.

At this time, staff feels that the need to amend the Ordinance needs to be more clearly demonstrated before any consideration is given to this matter. Staff requests direction from Council should there be an interest in further discussion of this issue.

**Ronning, "I move to accept staff's recommendation for discussion, at least." DeRoche, "I'll second." DeRoche, "Discussion?"**

Ronning, "Jack, you looked into this so we don't just 'blow it off' or anything. You looked into this and the size of the lot and the locations and what backs up to the property, et cetera. Can you explain that for everyone?" Davis, "The property is in Whispering Aspens. It's on Pierce Path. It's bordered on the east, west, and south by other residential properties. On the north and behind it, it is bordered by a pond. The property is less than a quarter of an acre in size. The ordinance that we have now says that you have to have 2.5 acres to have three dogs. Ordinances for Oak Grove and Ham Lake allow three dogs on lot sizes and Cambridge allows four dogs. This is an instance, though, where it's in a very dense neighborhood and, again, we have four violations of the Dog Ordinance on my desk now. One for dog running at large without a leash, two for barking dogs, and a dog bite incident. It's just our opinion that relaxation of the ordinances, especially in the denser neighborhoods, will serve to exacerbate this problem."

Ronning, "Are we aware of any complaints with regard to this occasion?" Davis, "There have been no complaints from this particular property."

Moegerle, "Is this property fenced? I think she stated that it was fenced." Davis, "It is fenced." Moegerle, "And, that's not an invisible fence but a regular fence." Davis, "That's correct."

DeRoche, "I don't think fencing is the issue, as Jack stated. The barking issue, you know, I expect the dog is going to bark if there's someone coming on your property that should not be there. I'd expect that. But, if it's in some neighborhoods, the dogs are just let out during the day, on a hook. Or, if company comes, they'll take them down to the lake or leave them tied up and the dog just barks and barks and barks. This .23 acres, you know, animals need a place to run. Dogs inherently come from the wolves and wolves run around. Dogs are somewhat domesticated but you can't be taking four dogs, or whatever, especially in this

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case on .23 acres and not expect any issues. I just don't see it."

Moegerle, "Well, I guess part of the question goes to, are these big Labradors and German Shepherds? Or, are they little, whatever they are, Shih Tzu, or whatever. The thing is..."  
Ronning, "A Chihuahua fits in a suitcase."

Moegerle, "Yeah, exactly. If it was three Chihuahua, exactly, good point. Thank you. So, I think that's an issue. The other thing is, they do have those bark suppressant devices. What I've noticed in our neighborhood, we had a resident that had three dogs. We all knew they had three dogs, we all knew that they didn't have a kennel license. Those dogs were monitored and they behaved. Number 1 dog died. Those dogs bark all the time. So, everyone tries to be patient because they are allowed to have two dogs. But, I think it really determines, you know, dog size matters and how diligent the owners are in training the dogs. So, that makes a big thing, a big difference, as opposed to a blanket three dogs. I think that there's room to discuss this and whether, you know, we didn't have the opportunity to see what the other cities have by way of division. Whether they divide it up by weight or size." Davis, "They don't. There's no mention of size or breed. The only distinction that a couple of them make is they don't count a puppy as a dog until it reaches four or six months of age."

DeRoche, "You know, this is kind of like the chicken chat. How many meetings did we waste on time talking about chickens and there was what, one or two complaints in 20 years? The thing with the dogs, Jack, is for some reason the ordinance was created. Again, dogs have to have an opportunity to run and I don't care if they are Chihuahuas or German Shepherds or what the case is. How are you going to say, 'Well, okay, you have three Chihuahuas so you can have them but you've got three German Shepherds so you can't because your dogs are too big.' If we've already got three, four, sitting on your desk, how enforceable is the ordinance? And, it states pretty adamant, why make an ordinance you can't enforce? Or, are we going to be now, instead of the 'chicken police,' are we going to be the 'dog police?' And if they have more than what they should, if the dog's barking, how are you going to enforce it?"

Davis, "The barking dog one is the most difficult to enforce because the way our ordinance is written, you have to have complaints from two different residences that live within 300 feet of the property or two people from one residence can complain. But, when the Deputy gets out there, if the dog is silent, sometimes that's hard to prove. They don't want that, to come out there every time somebody calls about a barking dog. My thoughts on it are, this is the first issue we've had with this. If there were others, I think it would be something to consider. But, until the time we get more complaints or there is a need to look at modifying it, I would recommend we leave it as is."

Moegerle, "How could we make this ordinance better for enforcement purposes? Based upon how you described the ordinance, which is correct, that's what it says, how could it be made more easy for you to enforce?" Davis, "It's just a matter of resources. Do you have somebody to go out there and catch the dog barking? You can go out there and catch the dog barking. There can be a complaint but if the dog is silent, what are you going to do? We've had numerous cases of barking dogs and the deputies go out and the dogs are silent and they instruct the people what the ordinance is and we'll get a call again in a couple days. There was one instance, actually, it was in the Beach area, and I kept getting a call from this one gentleman, probably got eight or ten calls from him over a two-month period, and the deputies would go out and the dogs would be silent. So, I don't know if it was a

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legitimate complaint or what. But, it's very difficult to enforce these barking dog issues no matter how you 'cut it.'"

DeRoche, "What do you think Ron?" Koller, "I think .234 acres is not enough room for three dogs. I would like to stick with the 2.5 acres."

DeRoche, "Tim?" Harrington, "Yeah, the 2.5 acres. I just want to make sure we exhaust everything, go through everything before a decision's made."

DeRoche, "Tom, what do you think?" Ronning, "I'm empathetic with some of these things and from my view, ordinances are a 'one size fits all.' It's not, there are differences you know, where you've got square feet or one thing or another. But, 'one size fits all.' I don't have a suggestion for doing anything different. Some of the sympathy comes from the lady came and offered this information herself rather than waiting for somebody, and there's no complaints about it. She could have done like 99% of everybody else and just don't say anything. So, that didn't make an opinion. I am sympathetic with her but I don't have a suggestion."

Moegerle, "I have a question with regard to the 2.5 acres and what's the 'rhyme or reason' to that? Could we reduce it to one acre? You know, you have three dogs on one acre. This wouldn't apply to this gal, I get that." Ronning, "Sure." Moegerle, "But, 2.5 acres is a very sizeable lot. Does it make more sense that you can have three dogs on one acre? I don't know how long ago this ordinance was written. Let's see if I can find it. Amended most recently in 2007."

DeRoche, "Well, I, sure's heck, with some of the other issues going on in the City, I would hate to see staff waste a lot of time on this. I think until a situation arises where there's more of a need to be brought up, then maybe bring it up in a Work Meeting and discuss it and try and 'hammer' everything out. I guess that's what I, the direction I would like to see staff go. Any comments?"

Ronning, "She's on, roughly, 10,000 square feet. That's not very big. Once a house and driveway and things are on there."

DeRoche, "Well, that's my recommendation to staff. Anybody else got any ideas?"

Moegerle, "Well, I think we should look to see whether we can reduce the 2.5 acre minimum to one acre. I would like to see actually what the other ordinances were for the surrounding cities that had less restrictive requirements. And, that could just be sent to me because I'm very sympathetic to the importance of pets. You know, if you move here from somewhere else where you've had three dogs and then all of a sudden you can't have three dogs, well, which one are you going to get rid of? It's like choosing between your kids. So, I would like to be more informed on what the other surrounding cities do."

Ronning, "A year ago, there was a kennel request that came before the Planning and Zoning. That group investigated everything very thoroughly, what size is the kennel, do you have privacy fences, every other thing there is to consider, pretty much. So, what's that have to do with this? Once again, this is a blanket, 'one size fits all' kind of a thing. I don't know how you can put in there that you can have Chihuahua but can't have Bullmastiffs."

Moegerle, "I understand that point. You can't say you can't have a total dog weight of 250

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pounds per acre. I mean, you can't do that. But, I am sympathetic to the 'one size fits all.' It doesn't fit everyone well." Davis, "And, keep in mind too that sometimes smaller dogs are noisier than bigger dogs. It just depends on the temperament of the animal."

DeRoche, "Well, instead of 'beating this thing to death,' who's up for just directing staff to hold off until there is more of a demand? Or, do we look at one acre?"

Vierling, "There's an existing motion on the table to adopt the staff recommendation. So either you want to withdraw that, that's fine. Or, do you want to vote on it? Certainly that's fine too." Ronning, "Or amend it."

Koller, "I would think for now to just leave it the way it is." DeRoche, "Well then we either have to vote on the motion or whoever made the motion withdraw it." Ronning, "I made the motion."

**Moegerle, "I'll amend the motion to have staff provide us with the requirements for Oak Grove, Ham Lake, and Cambridge with regard to kennels and then table it unless it is brought up again."** Vierling, "That would be out of order. You can certainly have staff research those items and bring it back to Council." Moegerle, "Okay."

**Ronning, "I'll accept a friendly amendment."** Moegerle, "Okay." Vierling, "Then the present motion to amend in front of the Council is to have staff research the neighboring communities indicated and bring back that research to the Council."

Ronning, "Before we finish that. Have we been shown what the other communities have? Have we seen that? I don't recall it myself." Davis, "I did not include that in the packet. I just wanted some direction here as to where we're going with this."

Ronning, "Well, we had discussion before and I think there was some phone calls to look into some of the locations." Davis, "The lady here said that Minneapolis was less restrictive than the City of East Bethel. That's true but the Minneapolis dogs have to be kept inside. So, there's some differences there. And, in the other three cities, they did have less restrictions on the minimum number of dogs that can be kept on the initial smaller acreage but if I recall, and I'll send that information to you, I believe some of the acreages went up and ours became less restrictive than theirs. I will provide you with that information for your comparison."

DeRoche, "With that, I call the question." Ronning, "I think that we have somebody that..." DeRoche, "Well, we have to finish this motion. All those in favor?" **Vote: DeRoche, Harrington, Koller, Moegerle-Aye; Ronning-Nay, amendment passes 4-1.**

Vierling, "That motion passes. The matter in front of you is the main motion as amended to adopt the staff recommendation but to have staff research other community's regulations and bring that back to you. The adoption of this motion would not preclude a subsequent motion at another hearing to amend the ordinance, if that was your choice."

Ronning, "I think we have a request to..." DeRoche, "It's not open right now. Well, again, to me this is like the chicken chat thing. We found that staff wasted an awful lot of time looking at something and then to find out it really hasn't been an issue. I think that this Council needs to focus on things that are at issue right now. And, if the dog thing becomes an issue, well then you deal with it. But, I don't think the City's staff, I think they're pretty

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well 'tied up' with other business between development and everything else. I would rather see them put their time into that."

Moegerle, "Well, this is a quality of life issue. I know that three of us here and another person have traveled this City very diligently over the past couple of weeks and we've seen lots of places where there are three dogs out and running around, there's invisible fences. Dogs are a big part of the quality of life of living out in this rural area. Those dogs are parts of people's families and there's emotional attachments to it just like the woman who came here and told about having to get rid of the dog that was like family and explaining that to her kids. So, I think that in order to be friendly to residents that move here from other surrounding areas, we have many vacant houses, we have many houses for sale, we don't want those houses to remain vacant because these people have three dogs and they're not going to have 2.5 acres. It's one way of being welcoming and receptive to new residents. If our regulations are compatible or closely similar to the surrounding areas."

DeRoche, "Well, my problem with that is, and you know it's come up here many times on other issues, it's great to have people move in but if I were to move into a City, I would check all their ordinances, check their plans, what are you going to do, what can I do here, what can I do for structure, how many animals can I have. If this City is going to be changing ordinances every time a person is going to move into a house and they can't meet what the City ordinances are, I think that's pure turmoil myself. And, it's not to 'unwelcome people' but because we've had a request, now this is our second or third meeting, there's a lot of discussion, and I don't think anybody up here is heartless but every decision that we make effects every household in the City. So then are we going to set a precedent? Well, okay, now if you want to have whatever come in, 'Well we'll go to the City and we'll ask them to change the ordinance,' because we want the City to be friendly? I just think it sets a bad precedent."

Moegerle, "Well, when I look at this ordinance and see that we changed it last on May 16 of 2007, and before that on March 6, 2002, you know, it's been seven years at a minimum. It's been 12 years, more than 12 years, since this has been reviewed. This is a topic about the quality of life of our City. We're very engaged with trying to attract residents and businesses to our City. To have an unduly strong ordinance, and I'm talking about the difference between 1 acre and 2.5 acres. Or, finding out what these other three cities have, just to be informed and decide, in comparison, is this our value. I think it's time to review it. It's been seven years."

Ronning, "As an accepting friendly amendment, I don't think there's any intent, on my part anyhow, to change the ordinance. It's what are some of the other ones doing and is there some, this is from now on, not before, but is there some way to mitigate the conditions?"  
Moegerle, "I second that Tom."

DeRoche, "I'm going to ask one more question and then I'm going to ask what the motion is so we can get on with it. You know, there's been a concern that if you do your 'homework' before you come here and I think this is one of those situations, that if someone really wanted that information it should have either been asked for prior to the meeting or they could have looked the stuff up on their own. Now that being said, there is a motion. Correct Mark?"

Vierling, "There is a motion on the table." DeRoche, "Okay, could you repeat it please?"  
Vierling, "The motion on the table is to adopt the staff recommendation but have the staff

8.0G.1. do research on other community's regulations relative to dogs similar to East Bethel's and report back."  
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Chapter 10,  
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DeRoche, "With that I call the question. All in favor?" **Vote: Harrington, Koller, Moegerle, Ronning-Aye; DeRoche-Nay, motion passes 4-1.**

8.0G.2. Davis presented the staff report, indicating the Board of Water and Soil Resources, known as the acronym BWSR, is accepting comments on a hearing request for a proposed amendment to Minnesota Rules Chapter 8410 relating to Local Water Management Organizations. The comment period runs until November 10, 2014. Attached is a copy of the Proposed Permanent Rules Relating to Local Water Management, Revisor's Draft.

BWSR-WMO  
Review

BWSR is proposing to update State Rules 8410, which cover WMO plans, reporting and related activities. The primary changes relate to the following:

- A requirement for more measurable actions and goals in watershed plans
- A requirement to make it easier for watershed organization's to make minor amendments to their 10-year plans.
- An update annual reporting requirements.
- A change audit requirements for WMOs with smaller budgets

One item that is of particular interest is that BWSR is proposing that they will charge the WMO for costs of any performance or financial audit that BWSR conducts.

The following are Jamie Schurbon's comments on the proposed changes. Jamie is the Contract Manager for the Upper Rum River and the Sunrise River WMO and works for the Anoka Conservation District. His comments on these audit charges are as follows:

- (a) The responsibility for watershed organization oversight belongs to BWSR, and BWSR is funded accordingly by the State. If BWSR lacks sufficient funding to carry out its oversight role, this should be addressed with the State Legislature and not charged to local governments.
- (b) Costs to correct organizational deficiencies should be borne by the local organizations. The cost to determine if there are deficiencies should not.
- (c) The costs the State may incur are outside the control of the WMO are unknown. Requiring the watershed organization to pay all audit costs removes any financial incentive BWSR may have to conduct the audit expeditiously.

An additional issue with BWSR is that it attempts how to address low performing watershed organizations and member cities. The revised Rule has a more detailed process for reviews, appeals, and audits. The options for punitive action are unchanged because they are within State Statute, not Rule. The options include transferring water planning authority to the County or forming a watershed district by combining WMO's.

This is a sensitive issue. Dealing with an uncooperative member city is more challenging and the Rule/Statute offers little for corrective actions but lots of process for identifying problems and recommending it be corrected. It is the WMO's responsibility to deal with a city that is "failing to implement" the watershed plan but the WMO is not well positioned to correct the city because its members are appointed by the cities and the cities provide the funding.

Staff is requesting Council consider comment on the proposed BWSR changes to Chapter 8410 and recommends it consider endorsing Jamie Schurbon's recommendations as the City

comment. These comments are included in your packet for your review.

DeRoche, "Leon, could you come up?"

Leon Mager, Tri Oak Circle, East Bethel's representative on the Sunrise River Water Management Organization (WMO), "Yeah, BWSR administrates the watersheds and the water districts and handle all the administrative functions, which includes the audits and so on. They are financed by the State and the watersheds are financed by the communities. With the line on State funding and community funding, BWSR is proposing to move some of their administrative functions, which were originally funded by the State, over into the watershed to be funded by the communities. This is the part, really, that Jamie is objecting to and everybody should be. What's not in the packet, is that if they get 25 letters asking for an open session to the public, which would be December 2<sup>nd</sup>, then they will have that. If they don't get the 25 letters, they're not going to have the open session. So, to get the letter into them by the 10<sup>th</sup>, you won't have a lot of time. I'd really like to recommend that let's have the open session and talk about this some more rather than just, 'throw the administrative function over the fence' and have the watershed districts pick up the financial responsibility for them."

DeRoche, "Leon, could you clarify that again? So, what you're saying is you want to have the open session so that we have the opportunity, or the cities do, to say, 'No, we don't want BWSR to take over, basically the water management areas.'" Mager, "Yes, the audit function. Yes, that's true. We'd like to recommend to the staff to generate a letter and I think you have the address, don't you?" Davis, "I do." Mager, "Okay, generate letters that staff would like to see the open session, the open hearing, on this bill before they continue on."

Ronning, "Is this a cost shift?" Mager, "Yes, it is. This function then would no longer be funded by the State but it would be funded by the communities." Ronning, "Do you have any 'guesstimate' what..." Mager, "No, I do not. I just don't want to start the process. Once they start moving administrative functions out of BWSR and into the watersheds, why..." Ronning, "Once the 'train' starts moving, it doesn't stop." Mager, "That is correct." DeRoche, "There's no real control on it."

Ronning, "What about the authority? Does the cost shift with the retention of the authority? The powers? I'm not sure if that's clear." Mager, "That's not clear. Repeat that." Ronning, "BWSR is the governing, that's the umbrella," Mager, "That's the umbrella organization. Minnesota Pollution Control Agency, Environment Protection Agency, BWSR, there's a lot of them but our interface is to BWSR and then they spread out from there." Ronning, "Do they want to keep the umbrella and us pick up the tab?" Mager, "That is correct." Ronning, "Okay."

Moegerle, "What's important to know is that the Upper Rum River WMO has been really targeted by BWSR. They just had their review this last year and they had a lot of complaints and we have the report. I'm sure that will be shared with you this week with regard to non-compliance or non-activity, lack of activity, those kinds of things. So, East Bethel would be impacted by these Rule changes, probably through the Upper Rum River WMO and those costs would most likely be passed on to us. Or, if not immediately because the Rules would come too late, but it does relate to the Upper Rum River WMO. Whether that's 'leaving the pack' or we'll be affected by it. It will impact East Bethel."

8.0G.2.  
BWSR-WMO  
Review

Mager, "I think what Heidi...I'm more concerned with the Sunrise. I'm just concerned about the financial responsibilities that they're trying to shift over to us. But, you have a good point also. There's more to this bill if you read everything that's in there. The part about the poor performing WMOs and the possibility of forcing, combining them, and the possibility of forcing them into a WMD. A WMD has taxing authority and I don't know how that would all work, if part of East Bethel had to pay for this through the taxes and the other half don't. That's a real mess." Moegerle, "It's like the schools." Mager, "That's the part I'm concerned about. That's part of this also. They've got that in there."

Ronning, "What's your understanding. Do we have to have the 25 letters? Or, can the Council request the meeting?" Mager, "I'm hoping, we have a Sunrise meeting tomorrow night and I'm hoping the other cities also, our member cities, pitch in. I'm also hoping that, this letter, this only applies to the seven county metro area but there's enough watersheds and cities within the seven county metro area that I don't think there'll be a problem getting the 25 letters."

Davis, "Leon, correct me if I'm wrong, but the 25 letters refers to the difference between having an open public hearing on the matter and a private closed session. So, if they receive 25 comments on this requesting, then this has to be an open public hearing that BWSR has on the matter."

Ronning, "Have you had the opportunity to communicate this with other organizations?" Mager, "No, I'm kind of hoping that we have...Sunrise has a meeting tomorrow night and at that meeting, I'm really going to push that the members there, Columbus, Linwood, and so on, but I would assume that Jamie would carry the message at least to the members of the Upper Rum."

Moegerle, "Yes, they've gotten it as well." Mager, "And, I'll talk to Jamie tomorrow night and see if all the watersheds and conservation districts are in step with this too." Moegerle, "The Upper Rum River meets next Tuesday and from what I've got on the agenda and those kinds of things, they're very strongly inclined to endorse Jamie's comments and to send a letter. I think this is an important one for us."

Davis, "Part of the information we got from this was actually generated and submitted by Dan Denno from Oak Grove. Is he the Chairman of the Upper Rum River?" Moegerle, "Yes." Davis, "So, apparently, he's been in contact with their members requesting them to do the same thing."

**Moegerle, "I will make the motion that we write a letter endorsing Jamie Schurbon's comments with regard to amendments to the Rules." Koller, "I'll second."**

Ronning, "Does that address what you would like to see happen?" Mager, "Very much so. Thank you."

DeRoche, "Any discussion? All in favor?" **All in favor.** DeRoche, "Opposed? Hearing none, motion passes." **Motion passes unanimously.**

**9.0 Other**  
9.0A  
Staff Reports

Davis, "The East Bethel Lions, the East Bethel Royalty, and the East Bethel Bandits recently conducted a food drive and collection. 950 pounds of food were delivered to NACE (North Anoka County Emergency Foodshelf). That was a very good effort on their part."

9.0A

Staff Reports

The TBRA Grant was submitted to Met Council on Monday. We'll probably hear something on that by the first of the year. The grant application was for funding assistance to decommission the Castle Towers Waste Water Treatment Plant and to help in providing funds for the reclamation of the sewage lagoon and creating a piece of property that could be potentially used for residential development.

Also, too, don't forget the Town Hall meeting is scheduled for November 20, 6 p.m. to 9 p.m."

DeRoche, "Is that young lady that was going to speak at the Public Forum, did she leave?" Davis, "She's back here." DeRoche, "No, there was a young lady that was sitting up in the front here. She left?" *Comment off mic.* DeRoche, "Somebody's talking out there." Moegerle, "It's Leon." DeRoche, "Jerolyn Williams here? No? Okay."

9.0B

Council  
Report –  
Member  
Moegerle

Moegerle, "Last week was the Local Government Officials Meeting. It was held at the Blaine Firehouse, the new...out on Jackson Street, or Ulysses, I'm sorry. Anyway, it was a great meeting. The main jest of it was with regard to being a Heart Safe Community, what it would take for Anoka County, really, to progressively become a Heart Safe Community, which really addresses the issue of Sudden Cardiac Arrest. We do have the AEDs here in the City. We have them at the Fire Department. I think we have some of them over at the Pub and Grub, and some of these other places. For us to be a Heart Safe Community, we'd have to have about 450 points. You get points for holding trainings and per person attendance at those. So, it would be a really neat thing to endeavor to do, particularly since we've got such a high rate of qualified firefighters with those skills. It might be something to consider. It's something that Anoka County is very interested in us proceeding with.

Scott Schulte, the County Commissioner, made a presentation with regard to Met Council. He had a really interesting point of view that he was talking about whether the Governor's chair changed parties or not. The real problem that is being caused for all of us is not who has the Governor's seat and who's appointed to the Met Council but actually the Met Council staff. And so, his point was get with your Met Council representatives and say, 'You as a Met Council representative need to be more firm and controlling the direction in which staff goes on these issues of transportation requirements and housing and all these other kinds of things.' I thought that was a really interesting perspective that got away from the politics of the whole situation, which we've dealt with.

Those were pretty much the highlights. The election's over. I think we're all glad to be moving on and moving forward in a known direction. I'm pleased as well. So, that's all I have."

Council  
Member  
Ronning

Ronning, "I'm more in the form of comments, I think. First of all, congratulations to the winners and not condolences, but thanks for all the hard work everyone's put into that. It's a very difficult choice to, it's difficult to make some of those choices.

I see the Mayor-elect Steve is here and I'm kind of glad for that. I came across some items in the news media and I'd rather say it to you instead of not. *'Voss said he has talked to a lot of residents who are unhappy with the conduct between Councilmembers. Voss called it a circus. It's to the point where people call watching Council meetings entertaining, which bothers me.'*

Council  
Member  
Ronning

This is not an a-typical meeting. This is pretty much the meeting that's been going on most of this year. These five people, myself included, have done a lot of business. We've refinanced a bond that saves \$1.8 million, I think or something, \$1.5 million, \$1.8 million. The City is now in a position where prior to getting their tax revenues, we're at 60% funding. 60-65% Jack?" Davis, "The general fund balance was 60%. We allocated a portion of that for the 2016 C Bond payment and currently we are just above 50%." Ronning, "Other cities strive for 35% and we set a target for 40%, I believe." Davis, "40% to eventually get to 50%."

Ronning, "And, another comment in here is: *'When asked what it means for him to be elected as the Mayor of East Bethel, Voss said it means we're restoring order to the Council and we're restoring stability to City Hall. There will be a renewed focus on achieving our goals and bringing in services the residents deserve.'* The election is done. This, I'll just call it what it is. This is a pretty damned arrogant statement with the elections done to a public media like this. I hope, and on my part I intend to, I hope we put this behind us and don't proceed with this in January. I'm done."

DeRoche, "I'm sorry, Heidi, is there something funny down there? Okay, just curious."

Council  
Member  
Harrington

Harrington, "I just want to thank the voters for their support last night. I know there are some issues facing the City and I'm looking forward to working with the new people on the Council to get these issues resolved and making this a better City."

Council  
Member  
Koller

Koller, "Well, I was at the Fire Department on Monday. They're working on getting the new radio system set up, which will be Countywide.

And, I have the meeting tomorrow with the Sunrise River Watershed and we'll find out what they have to say about this item we just discussed. That's about it."

Mayor  
DeRoche

DeRoche, "Well, I guess Tom kind of answered my question. I was a little disappointed when I read the article in the *Anoka County Union*. Especially with the rhetoric that went on during the campaigning and positive image. I personally don't see the City Hall as being unstable. I think it's rather stable and since January of this year, I think the meetings made a complete turn around. But, because some people don't like it, I guess personally I don't care because I think business has been going on and I think we've gotten a lot done.

Unfortunately, someone found it within themselves to remove about 30 of my signs and probably 120 pieces of literature out of paper boxes. So, to those who did that, 'What goes around comes around.' That being said, I'm done."

9.0C  
Other

None.

**10.0  
Adjourn**

**Moegerle, "I make a motion to adjourn. Koller, "I'll second." DeRoche, "Any discussion? All in favor?" All in favor. DeRoche, "Opposed? Hearing none, motion passes." Motion passes unanimously.**

Meeting adjourned at 8:28 p.m.

Submitted by:  
Carla Wirth  
*TimeSaver Off Site Secretarial, Inc.*

**City of East Bethel  
2015 Fee Schedule**

<b>UTILITY OPERATION FEES</b>	
<b>Water and Sewer - Access Charges</b>	
WATER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$500
SEWER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$3,350
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$2,850
WATER SYSTEM ACCESS CHARGE-NON-WHISPERING ASPEN	\$3,600
SEWER SYSTEM ACCESS CHARGE-NON-WHISPERING ASPEN	\$2,000
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$2,850
<b>Water - Operational Charges</b>	
<b>(1) Water use Charges - Residential (Whispering Aspen)</b>	
BASE CHARGE	\$18.77 PER MONTH
USAGE CHARGES:	
0 - 2,000 GALLONS PER MONTH	\$10.60 PER 1,000 GALLONS
2,001 - 5,000 GALLONS PER MONTH	\$12.72 PER 1,000 GALLONS
5,001 - 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 GALLONS
OVER 10,000 GALLONS PER MONTH	\$18.32 PER 1,000 GALLONS
<b>(2) Water Use Charges – Commercial (Non-Whispering Aspen)</b>	
BASE CHARGE	\$5.00 per ERU per month
PLANT CHARGE	\$10.00 per ERU per month
USAGE CHARGE	\$3.00 per 1,000 gallons
<b>Sewer - Operational Charges</b>	
<b>(1) Sewer Treatment - Residential (Whispering Aspen)</b>	
BASE CHARGE	\$6.13 PER MONTH
USAGE CHARGES:	
0 - 2,000 GALLONS PER MONTH	\$6.30 PER 1,000 GALLONS
2,001 - 5,000 GALLONS PER MONTH	\$7.56 PER 1,000 GALLONS
5,001 - 10,000 GALLONS PER MONTH	\$9.07 PER 1,000 GALLONS
OVER 10,000 GALLONS PER MONTH	\$10.89 PER 1,000 GALLONS
<i>(Residential based on water use during January)</i>	
<b>(2) Sewer Treatment - Mobile Park (Greystone)</b>	
BASE CHARGE	\$912.44 PER MONTH
USAGE CHARGE	\$8.08 PER 1,000 GALLONS
<b>(3) Sewer Treatment – Commercial (Non Whispering Aspen)</b>	
BASE CHARGE	\$5.00 PER MONTH PER ERU
MCES USAGE CHARGE	\$2.00 per 1,000 gallons
USAGE CHARGE	\$2.75 per 1,000 gallons
<b>Other Charges</b>	
RADIUM REMEDIATION FEE-WHISPERING ASPEN	\$10.00 PER MONTH
STREET LIGHTING CHARGE - WHISPERING ASPEN	\$1.50 PER MONTH
WATER TURN ON/OFF FEE	\$75
CONNECTION INSPECTION (NEW OR REPAIR) - SEWER	\$80
CONNECTION INSPECTION (NEW OR REPAIR) - WATER	\$80
PENALTY CHARGES	Bills are due within 25 days from the date of billing. Bills not paid in full by the due date will pay a service charge of 10% of the current charges. Beginning 30 days after the due date, all unpaid balances will accrue interest at the rate of 1.5% per period. All amounts that are more than 30 days past due on the last day of November each year may be certified to the County Auditor as unpaid and delinquent. The certified amount, plus a service charge to pay for the assessment process, shall be extended as a tax lien on the respective property. This amount will be added to the following year's property tax assessment.
TAX CERTIFICATION OF DELINQUENT ACCOUNTS	\$70.00

**City of East Bethel  
2015 Fee Schedule**

<b>GENERAL FEES</b>	
DATA/INFORMATION RETRIEVAL FEE - STAFF TIME (REQUESTS MUST BE IN WRITING, NO CHARGE IF LESS THAN 30 MINUTES STAFF TIME)	2.5 TIMES HOURLY RATE
NOTARY FEE	\$1
ASSESSMENT SEARCH (ALL REQUESTS MUST BE IN WRITING, NO CHARGE TO HOMEOWNERS)	\$20
COPY CHARGE	\$.25 PER PAGE
FAX CHARGE (SEND OR RECEIVE)	\$1.00 PER PAGE
RESEARCH FEE	\$50.00 MINIMUM FEE PLUS ANY ADDITIONAL COSTS BILLED TO CITY OVER MINIMUM
CITY MAPS-COUNTY PROVIDED (IF CURRENT)	\$2
CITY MAPS - 11 X 17	\$5
CITY MAPS - 36 X 36	\$10
VIDEOTAPE COPY OF MEETING	\$10
RETURNED CHECK CHARGE	\$30
ELECTION FILING FEE	\$5
GARBAGE HAULER'S LICENSE	\$300
CIGARETTE VENDOR LICENSE	\$200
STRAY ANIMAL PICKUP FEE: 8:00 A.M. - 7:00 P.M.	contracted
STRAY ANIMAL PICKUP FEE: 7:00 P.M. - 8:00 A.M.	contracted
ANIMAL BOARDING FEE	contracted
POTENTIALLY DANGEROUS DOG REGISTRATION	\$250
DANGEROUS DOG REGISTRATION	\$500
KENNEL LICENSE APPLICATION FEE	\$150
KENNEL LICENSE ANNUAL FEE	\$50
LIQUOR LICENSES:	
3.2 LIQUOR ON SALE	\$250
3.2 LIQUOR OFF SALE	\$150
LIQUOR ON SALE	\$3,500
LIQUOR OFF SALE***	\$380
SUNDAY LIQUOR SALE	\$200
WINE	\$500
LICENSEE INVESTIGATION FEE	\$300
CATERER'S PERMIT FEE	\$20
MASSAGE ESTABLISHMENT LICENSE	
INITIAL FEE	\$200
ANNUAL RENEWAL FEE	\$100
LICENSEE INVESTIGATION FEE	\$300
MASSAGE THERAPIST LICENSE	
INITIAL FEE	\$100
ANNUAL RENEWAL FEE	\$100
LICENSEE INVESTIGATION FEE	\$300
PAWNBROKER/SECONDHAND GOODS DEALER	\$5,000 ANNUAL FEE
DEALER INVESTIGATION FEE	\$3,000
TRANSACTION FEE	\$5 PER TRANSACTION
TRANSIENT MERCHANT LICENSE	\$500 ANNUAL/\$250 60 DAYS
PEDDLER/SOLICITOR LICENSE	\$1,000 ANNUAL/IF CITED FOR OPERATING WITHOUT A LICENSE \$1,000 ADDITIONAL/ \$85 30 day permit
APPLICATION INVESTIGATION FEE	\$50
SEXUALLY ORIENTED BUSINESS LICENSE	\$10,000
LICENSEE INVESTIGATION FEE	\$3,000
VEHICLE DEALER LICENSE	\$350 ANNUAL FEE
RIGHT OF WAY ACCESS FEE	\$300
NUISANCE ABATEMENT	\$150 OR 25% OF ACTUAL COSTS, WHICHEVER IS GREATER + ACTUAL COSTS
TAX CERTIFICATION OF NUISANCE ABATEMENT	\$70
***	
(c) The fee set by the jurisdiction issuing the license shall be reduced by \$100 if the following conditions are met:	
(1) the licensee agrees to have a private vendor train all employees within 60 days of hire and annually thereafter in laws pertaining to the sale of alcohol, the rules for identification checks, and the responsibilities of establishments serving intoxicating liquors;	
(2) the licensee agrees to post a policy requiring identification checks for all persons appearing to be 30 years old or less; and	
(3) a cash award and incentive program is established by the licensee, to award employees who catch underage drinkers, and a penalty program is established to punish employees in the event of a failed compliance check.	

**City of East Bethel  
2015 Fee Schedule**

<b>CEMETERY FEES</b>	
CEMETERY PLOTS	\$800
SUMMER PLOT DIGGING	\$600
WINTER PLOT DIGGING (NOVEMBER 1 THRU MAY 1)	\$800
SUMMER CREMATION PLOT DIGGING	\$300
WINTER CREMATION PLOT DIGGING (NOVEMBER 1 THRU MAY 1)	\$400
SUMMER INFANT PLOT DIGGING	\$450
WINTER INFANT PLOT DIGGING	\$550
ADDITIONAL DIGGING FEE, IF AFTER HOURS (AFTER 3:00 MONDAY - FRIDAY, ALL SATURDAYS, SUNDAYS & HOLIDAYS)	\$100
MARKER SETTING FEE	\$50
<b>PLANNING AND ZONING FEES</b>	
CONSULTING FEES	ACTUAL COSTS BILLED TO THE CITY; ENGINEERING, LEGAL, ETC.
VARIANCE	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED
CONDITIONAL USE PERMIT	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
CONDITIONAL USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
COUNTY FILING FEE REIMBURSEMENT	\$55
VACATION	\$200 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
INTERIM USE PERMIT	\$150 + CONSULTING FEES; \$300 ESCROW REQUIRED
INTERIM USE PERMIT AMENDMENT	\$150 + CONSULTING FEES; \$300 ESCROW REQUIRED
METES AND BOUNDS SPLIT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
LOT SEPARATION	\$200 + CONSULTING FEES; \$500 ESCROW REQUIRED
SITE PLAN REVIEW	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
CONCEPT PLAN REVIEW	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED
PRELIMINARY PLAT	\$500 + \$25.00/lot + CONSULTING FEES
ESCROW	\$5,000
FINAL PLAT	\$300 + CONSULTING FEES
ESCROW	\$1,000 + \$50/LOT IF NEW ROAD
PLANNED UNIT DEVELOPMENT	\$700 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
PLANNED UNIT DEVELOPMENT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED
ADMINISTRATIVE SUBDIVISION	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
REZONING	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
COMPREHENSIVE PLAN AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
ZONING TEXT AMENDMENT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED
PERMANENT SIGN PERMIT	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
TEMPORARY SIGN PERMIT - BEFORE SIGN PLACEMENT	\$40
TEMPORARY SIGN PERMIT - AFTER SIGN PLACEMENT	\$80
ADVISORY SIGNAGE RENTAL	USAGE FEE - \$125; DEPOSIT OF \$650 REQUIRED
OUTDOOR ENTERTAINMENT PERMIT	\$150
PARK DEDICATION	
RESIDENTIAL	UP TO 6 UNITS/ACRE: 10% OF LAND OR CASH = TO MARKET VALUE OF LAND; 6 OR MORE UNITS/ACRE: 10% OF LAND + 1% FOR EACH UNIT OVER 6 UNITS/ACRE OR CASH = TO MARKET VALUE OF LAND
COMMERCIAL	5% OF LAND OR CASH = TO MARKET VALUE OF LAND
GRADING PERMIT	\$50 + CONSULTING FEES
ESCROW	\$500
LANDSCAPE PLAN ESCROW	125% OF THE APPROVED ESTIMATED LANDSCAPING COSTS
STREET SIGN	\$150
CERTIFICATE OF COMPLIANCE - TEMP/SEASONAL SALES	\$150
COMPREHENSIVE PLAN DOCUMENT	\$40
ZONING ORDINANCE DOCUMENT	\$40
TAX INCREMENT FINANCING APPLICATION FEE	\$3,000 + CONSULTING FEES; \$12,000 ESCROW REQUIRED
<b>BUILDING INSPECTION FEES</b>	
ALL COMMERCIAL BUILDING PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT
PLAN CHECK	65% OF BUILDING PERMIT FEE
SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
FIRE ALARM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
RESIDENTIAL MECHANICAL PERMIT	\$80
COMMERCIAL MECHANICAL PERMIT	\$80 OR 1.5% OF VALUATION, WHICHEVER IS GREATER
PLUMBING PERMIT	\$30 OR \$10 PER OPENING, WHICHEVER IS GREATER
RESIDENTIAL SIDING PERMIT	\$80
RESIDENTIAL WINDOW PERMIT	\$50
RESIDENTIAL ROOFING PERMIT	\$100

**City of East Bethel  
2015 Fee Schedule**

CERTIFICATE OF COMPLIANCE - FENCE	\$50
SPECIAL INSPECTIONS - HOURLY RATE	\$50
RESIDENTIAL SEPTIC SYSTEM - STANDARD SYSTEMS (trench, pressure bed or at grade and mound systems)	\$300
NON RESIDENTIAL AND NON STANDARD SEPTIC SYSTEMS	\$200.00 plus actual cost of plan review / inspections or \$300.00 minimum
SEPTIC TANK/HOLDING TANK PERMIT	\$100
SEPTIC PUMPING PERMIT	\$5
DRIVEWAY PERMIT	\$50
ALL OTHER REQUIRED PERMITS NOT REQUIRING A PLAN REVIEW	\$50
VERIFICATION OF STATE CONTRACTOR LICENSE	\$5
MANUFACTURED HOME INSTALLATION PERMIT	\$100
BUILDING DEMOLITION / MOVING FEE	\$50
RE-INSPECTION/ADMINISTRATIVE FEE	\$65 PER INSPECTION
DECK	\$150
<b>ELECTRIC Permit Fees</b>	
MINIMUM INSPECTION FEES	\$35 PER TRIP
SINGLE FAMILY RESIDENTIAL (UP TO 200 AMP's & 30 CIRCUITS) (NEW OR REMODEL)	\$150 MAXIMUM (FOR 3 INSPECTIONS); NO MAXIMUM IF OVER 200 AMPs; ADDITIONAL TRIPS - \$35
MULTI FAMILY UNITS (SERVICE & HOUSE WIRING SEPARATE)	\$70/UNIT
SWIMMING POOL (TRIP FEE PLUS CIRCUITS)	\$35 PER TRIP; PLUS CIRCUITS
CHANGE OUT, UPGRADE SERVICE OR REPAIR	\$50
0-400 AMP	\$14/EACH
EACH ADDITIONAL 100 AMPS	PLUS \$3 PER RECONNECTED CB
EACH CIRCUIT OR FEEDER 0-30 AMP	\$8/EACH
EACH CIRCUIT OR FEEDER 31 TO 100 AMP	\$10/EACH
EACH ADDITIONAL 100 AMP	ADD \$5 PER 100 AMP
STREET LIGHTS	\$4/EACH
STANDARD TRAFFIC SIGNAL	\$7/EACH
TRANSFORMER 0-10 KILOVOLT-AMPERES	\$10
11-76 KILOVOLT-AMPERES	\$40
OVER 76 KILOVOLT-AMPERES	\$80
FIRE ALARM & ENERGY MANAGEMENT DEVICE	\$10 FIRST 10 OPENINGS OR FIXTURES, \$6.50 EACH ADDITIONAL 10
LIGHTING RETROFIT/REMOTE CONTROL/SIGNALS	
INVESTIGATION FEE	\$100 MINIMUM OR DOUBLE THE PERMIT FEE
CANCELED PERMIT HANDLING FEE	\$35
REINSPECTION FEE	\$35
CIRCUITS & FEEDERS: THE INSPECTION FEE FOR THE INSTALLATION, ADDITION, ALTERATION, OR REPAIR OF EACH CIRCUIT, FEEDER, FEEDER TAP, OR SET OF TRANSFORMER SECONDARY CONDUCTORS.	
FIREPLACE PERMIT	
RESIDENTIAL	\$75/HOME
COMMERCIAL	\$75/FIREPLACE
<b>FIRE DEPARTMENT FEES</b>	
FIRE RESPONSE REIMBURSEMENTS:	
MOTOR VEHICLE ACCIDENTS	\$300
PUBLIC UTILITY EMERGENCY SERVICE AND HAZARDOUS MATERIAL SPILL OR LEAK:	
LABOR CHARGE	\$15/HOUR
TRUCK CHARGE	\$150/HOUR
COMMERCIAL INSPECTIONS:	
INITIAL & 1ST RE-INSPECTION	NO CHARGE
EACH ADDITIONAL RE-INSPECTION	\$65
FALSE ALARMS - EACH OCCURRENCE	
AFTER 2 FALSE ALARMS WITHIN A CALENDAR YEAR	\$200
TAX CERTIFICATION OF UNPAID FIRE CHARGES	\$70

**City of East Bethel  
2015 Fee Schedule**

<b>RECREATIONAL FEES</b>	
<b>ICE ARENA</b>	
ICE ARENA ICE RENTAL - PRIME TIME	\$192/HR
ICE ARENA ICE RENTAL - NON PRIME TIME	\$140/HR
LOCKER ROOM RENTAL	\$7,500
ADVERTISING	NEGOTIABLE
DRY FLOOR EVENTS	NEGOTIABLE
<b>PARKS</b>	
PAVILIONS/SHELTERS - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
PAVILIONS/SHELTERS - RESIDENT	\$100 DEPOSIT
IRRIGATED BALLFIELDS - NON RESIDENT	\$20/DAY; \$100 DEPOSIT
IRRIGATED BALLFIELDS - RESIDENT	\$20/DAY; \$100 DEPOSIT
IRRIGATED BALLFIELDS; TOURNAMENT	\$350/TOURNAMENT; \$200 DEPOSIT
NON IRRIGATED BALLFIELDS - NON RESIDENT	\$10/DAY; \$100 DEPOSIT
NON IRRIGATED BALLFIELDS - RESIDENT	\$100 DEPOSIT
IRRIGATED SOCCER FIELD	\$10/DAY; \$100 DEPOSIT
IRRIGATED SOCCER FIELD - TOURNAMENT	\$200/TOURNAMENT; \$200 DEPOSIT
NON IRRIGATED SOCCER FIELD	\$0/WEEK; \$100 DEPOSIT
NON IRRIGATED SOCCER FIELD - TOURNAMENT	\$0/TOURNAMENT; \$100 DEPOSIT
HORSESHOE PITS - LEAGUE SEASON	\$100/SEASON; \$100 DEPOSIT
HORSESHOE PITS - TOURNAMENT	\$50/TOURNAMENT; \$100 DEPOSIT
CONCESSION STAND; SAA SEASON, MONDAY-FRIDAY	\$1,000/SEASON
CONCESSION STAND; WEEKEND TOURNAMENTS	\$300/WEEKEND; \$300 DEPOSIT
WHISPERING ASPEN COMMUNITY CTR - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
WHISPERING ASPEN COMMUNITY CTR - RESIDENT	\$100 DEPOSIT

**EXTRACTED FROM 1997 UNIFORM BUILDING CODE**

**TABLE NO. 1-A – BUILDING PERMIT FEES**

<b>TOTAL VALUATION</b>	<b>FEE</b>
\$1.00 to \$500	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof
<b>Other Inspections and Fees:</b>	
1. Inspections outside of normal business hours . . . . .	\$47.00 per hour*
2. Reinspection fees assessed under provisions of Section 305.8 . . . . .	\$47.00 per hour*
3. Inspections for which no fee is specifically indicated . . . . . (minimum charge – one-half hour)	\$47.00 per hour*
4. Additional plan review required by changes, additions or revisions to plans . . . . .	\$47.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both . . . . .	Actual costs **

\* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

\*\* Actual costs include administrative and overhead costs.



City of East Bethel  
2015 Fee Schedule  
(Not Approved)

Fee Comparison	East Bethel	Blaine	Cambridge	Columbus	Ham Lake Last Updated Oct 2011	Isanti	Oak Grove	St. Francis
RESIDENTIAL	UP TO 6 UNITS/ACRE - 10% OF LAND OR CASH = TO MARKET VALUE OF LAND; 6 OR MORE UNITS/ACRE - 10% OF LAND + 1% FOR EACH UNIT OVER 6 UNITS/ACRE OR CASH = TO MARKET VALUE OF LAND		\$ 1,600.00	\$ 1,525.00		\$ 1,500.00	Park dedication fee in lieu of land \$2,000 per lot created	\$2,500/lot
COMMERCIAL	5% OF LAND OR CASH = TO MARKET VALUE OF LAND		\$ 2,940.00	\$ 762.50		\$ 1,500/Industrial acre		
GRADING PERMIT ESCROW	\$50 + CONSULTING FEES		\$ 50.00			\$ 150.00		Engineers Grading Review of Building Permits \$130
LANDSCAPE PLAN ESCROW	125% OF THE APPROVED ESTIMATED LANDSCAPING COSTS	\$100/month				Residential \$8,000 refundable, Commercial \$5,000/site refundable		\$100 + consult fees
STREET SIGN CERTIFICATE OF COMPLIANCE - TEMP/SEASONAL SALES	\$150							
COMPREHENSIVE PLAN DOCUMENT	\$40	\$ 95.00			\$ 100.00	\$ 50.00		
ZONING ORDINANCE DOCUMENT	\$40	\$ 75.00		\$ 20.00		\$ 25.00		
TAX INCREMENT FINANCING APPLICATION FEE	\$3,000 + CONSULTING FEES;\$12,000 ESCROW REQUIRED					\$2,500 plus costs, Establishment of new TIF \$3,000		\$2,500, escrow \$2,500
<b>BUILDING INSPECTION FEES</b>								
ALL COMMERCIAL BUILDING PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	Please see endorse	Please see endorse	Please see endorse		<a href="http://www.dli.mn.gov/cck/PDF/bc_by_2004_bldg_valuation_data.pdf">http://www.dli.mn.gov/cck/PDF/bc_by_2004_bldg_valuation_data.pdf</a>	Based on the same table that East Bethel uses: 1997 UBC table 1a	by valuation
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT	Double the permit amount					2x the permit fee	
PLAN CHECK	65% OF BUILDING PERMIT FEE	65% of the building permit fee	65% of the building permit fees			65% of permit fee, duplicate plan fee is 25% of permit fee	65% of building permit fee, duplicate plan is 25% of building permit fee	
SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	\$60 + state surcharge	\$50 for a sprinkler system permit	Based on valuation		Lawn Irrigation Permit \$50	Irrigation system permit (vacuum breaker verification) \$50	Irrigation \$50 back flow preventer
FIRE ALARM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE		\$ 150.00	Based on valuation				
RESIDENTIAL MECHANICAL PERMIT	\$80	Heating, air conditioning \$90, hot water systems and ventilation \$60	\$ 75.00	\$ 100.00		\$75/unit	New residential \$100, existing residential \$75	
COMMERCIAL MECHANICAL PERMIT	\$90 OR 1.5% OF VALUATION, WHICHEVER IS GREATER	2% of job costs + state surcharge, minimum \$60	2% of valuation	1.5% of Valuation (minimum \$95.50)		1.5% of project value	1.25% of job cost	
PLUMBING PERMIT	\$30 OR \$10 PER OPENING, WHICHEVER IS GREATER	\$12 per opening	2% of valuation	\$ 45.00		Residential \$60 + \$5/unit, Commercial/Multi-Family 1.5% of project value.	New residential \$100, existing residential \$75, Commercial 1.25% of job cost.	\$ 95.00
RESIDENTIAL SIDING PERMIT	\$80	\$100 + state surcharge	\$ 105.00	\$ 80.00		\$ 80.00	\$ 75.00	Residential \$95, Commercial is by valuation
RESIDENTIAL WINDOW PERMIT	\$50	\$60 for up to 2 windows + state surcharge	\$ 105.00	\$30 + \$5/window		\$ 50.00	\$ 75.00	\$ 95.00
RESIDENTIAL ROOFING PERMIT	\$100	\$100 + state surcharge	\$ 105.00	\$ 80.00		\$ 80.00	\$ 100.00	Residential \$95, Commercial is by valuation
CERTIFICATE OF COMPLIANCE - FENCE	\$50							
SPECIAL INSPECTIONS - HOURLY RATE	\$50						\$60/hour (1hr minimum)	after hours \$70/hour, minimum 2 hours
RESIDENTIAL SEPTIC SYSTEM - STANDARD SYSTEMS (trench, pressure bed or at grade and mound systems)	\$300	\$ 60.00	\$ 300.00			\$ 200.00	\$ 150.00	\$ 275.00
NON RESIDENTIAL AND NON STANDARD SEPTIC SYSTEMS	\$200.00 plus actual cost of plan review / inspections or \$300.00 minimum	\$ 60.00	\$ 600.00				\$ 200.00	by cost incurred
SEPTIC TANK/HOLDING TANK PERMIT	\$100	\$ 60.00	2% of valuation	\$ 50.00				Operating permit \$125/year
SEPTIC PUMPING PERMIT	\$5			\$ 10.00			\$ 5.00	Septic system pumping verification \$20
DRIVEWAY PERMIT	\$50					Driveway Escrow \$2,000 refundable		\$50, \$200 escrow that may be waived by staff
ALL OTHER REQUIRED PERMITS NOT REQUIRING A PLAN REVIEW		\$ 60.00						
VERIFICATION OF STATE CONTRACTOR LICENSE	\$5		\$ 5.00			\$ 5.00		\$ 10.00
MANUFACTURED HOME INSTALLATION PERMIT	\$100	Manufactured home installation inspection fee \$100	\$ 150.00					
BUILDING DEMOLITION / MOVING FEE	\$50	\$75 +\$2,000 escrow cleanup fee + state surcharge	Residential or Commercial demolition: \$100, Moving: \$50			1.27% of contract price	\$ 100.00	\$ 95.00
RE-INSPECTION/ADMINISTRATIVE FEE	\$65 PER INSPECTION	\$ 75.00	\$ 50.00	\$47/hour		\$ 75.00	\$60/hour (1hr minimum)	
DECK	\$150	Up to 100ft \$100, if greater than \$150, remodeling fee \$75 (all include a state surcharge)				<a href="http://www.dli.mn.gov/cck/PDF/bc_by_2004_bldg_valuation_data.pdf">http://www.dli.mn.gov/cck/PDF/bc_by_2004_bldg_valuation_data.pdf</a>	\$ 150.00	
<b>ELECTRIC Permit Fees</b>								
MINIMUM INSPECTION FEES	\$35 PER TRIP	\$ 45.00	\$ 100.00					
SINGLE FAMILY RESIDENTIAL (UP TO 200 AMP'S & 30 CIRCUITS) (NEW OR REMODEL)	\$150 MAXIMUM (FOR 3 INSPECTIONS); NO MAXIMUM IF OVER 200 AMP'S, ADDITIONAL TRIPS - \$35	\$ 148.50	\$ 50.00					
MULTI FAMILY UNITS (SERVICE & HOUSE WIRING SEPARATE)	\$70/UNIT	\$ 77.00						
SWIMMING POOL (TRIP FEE PLUS CIRCUITS)	\$35 PER TRIP; PLUS CIRCUITS	\$ 84.00	\$100, includes 2 inspections			Residential \$50, Commercial \$100	Permit \$100	
CHANGE OUT, UPGRADE SERVICE OR REPAIR 0-400 AMP	\$50	\$ 75.00						
EACH ADDITIONAL 100 AMPS	\$14/EACH	\$ 45.00	\$ 58.00				0-300 \$50, 400 \$58	
EACH CIRCUIT OR FEEDER 0-30 AMP	PLUS \$3 PER RECONNECTED CB	401-800 amperes \$66, more than 801 \$110	\$ 15.00				\$ 15.00	
EACH CIRCUIT OR FEEDER 31 TO 100 AMP	\$8/EACH	\$6.00 each	\$ 8.00				\$ 8.00	
EACH ADDITIONAL 100 AMP	\$10/EACH	\$6.50 each	\$ 10.00				\$ 10.00	
STREET LIGHTS	ADD \$5 PER 100 AMP	More than 200 amp	\$ 5.00				ADD \$5 per 100 amp	
STANDARD TRAFFIC SIGNAL	\$4/EACH	\$16.50 each	\$ 5.00			\$3/each per month	\$5/each	
TRANSFORMER 0-10 KILOVOLT-AMPERES	\$7/EACH	\$5.50 each	\$ 10.00				\$ 10.00	
11-76 KILOVOLT-AMPERES	\$10	\$16.50 each	\$10 per unit + \$ .50 per KVA				\$10 per unit + \$ .50 per KVA	
OVER 76 KILOVOLT-AMPERES	\$40	\$5.50 each	\$10 per unit + \$ .50 per KVA					
FIRE ALARM & ENERGY MANAGEMENT DEVICE	\$10 FIRST 10 OPENINGS OR FIXTURES, \$8.50 EACH ADDITIONAL 10		\$ 150.00					
LIGHTING RETROFIT/REMOTE CONTROL/SIGNALS	\$	0.83	\$1 per device				Lighting Retrofit \$0.75/fixture, Remote control/signals \$1/device	
INVESTIGATION FEE	\$100 MINIMUM OR DOUBLE THE PERMIT FEE						100% of permit fee	Not to exceed permit fee
CANCELED PERMIT HANDLING FEE	\$35							
REINSPECTION FEE	\$35	\$ 45.00	\$ 50.00				\$ 50.00	not to exceed \$75/ri
CIRCUITS & FEEDERS: THE INSPECTION FEE FOR THE INSTALLATION, ADDITION, ALTERATION, OR REPAIR OF EACH CIRCUIT, FEEDER, FEEDER TAP, OR SET OF TRANSFORMER, SECONDARY CONDUCTORS.	\$	6.60	Sign transformer: \$10				Sign transformer: \$10	
FIREPLACE PERMIT								
RESIDENTIAL	\$75/HOME	\$60 + state surcharge	\$ 50.00	\$ 100.00			\$ 75.00	\$ 95.00
COMMERCIAL	\$75/FIREPLACE	\$60 + state surcharge						
<b>Fees that other cities have that East Bethel does not have</b>								
Debris, Junk and Garbage fee			\$200/day					
Abandoned and/or junk vehicle			\$200/day					
Unlawful storage			\$200/day			\$ 200.00		
Garbage collection violation			\$50/day					
Housing: minimum standards for basic equipment and facilities			\$200/day					
Housing: safe and sanitary maintenance of parts or dwelling			\$200/day					
Administrative citation - exterior structure			\$300/day					
Administrative citation - residential outdoor parking and storage			\$200/day			\$ 200.00		
Sign regulation			\$100/day			Sign Violation \$100		
Accessory Building and structure requirements		\$50 + state surcharge	\$200/day					
Fence citation			\$200/day					
Other violations of the city code or zoning ordinances			\$200/day			\$ 200.00		
False fire alarm		The 4th false alarm is \$200, add \$50 for successive alarms after the 4th.	\$ 50.00				After 3 instances in 12 months \$75	
Rental Housing Inspection Fee		Rental housing license fees \$100/bldg + \$10/unit	\$ 40.00					
Rental Housing License fee		\$100/building + \$10/unit, after 3 years with no inspection issues \$50/building + \$10/unit				1 unit \$150, 2-4 unit \$175, 5-12 unit \$225, 13-20 unit \$240, 21+ unit \$250, \$50 for additional inspections over 2	Safe house rental \$150	\$150, renewal \$100, multi-family \$75
Fire Suppression System			2% of valuation					
Initial Storm Drain			2% of valuation					
Commercial Plumbing Plan Review		\$250 + state surcharge	1% of valuation					
Septic System Repair		\$ 60.00	\$ 300.00					
Breaker Re-hook Fee			\$3 per breaker					
Cleaning up animal litter (per day)			\$ 50.00			\$ 75.00		
Inspections outside of normal business hours		\$75/hour	\$50/hour, minimum of 2 hours	\$47/hour				\$70/hour, minimum 2 hours
Sewer Connection Permit		1% of MCES SAC fee	\$ 50.00			Water/sewer line repair inspection fee \$50, SAC: \$4,181	SAC \$3,500, sewer usage fee \$35.50/month, sewer connection permit \$50.	SAC \$4,200
Water Connection Permit		Residential \$1,630, Commercial \$4,118/acre	\$ 50.00	WAC \$1410, Commercial pipes permit \$50		WAC \$3,570, Water turn on/off \$50	WAC \$3,500 (\$3,000 remitted to St. Francis) Water shut off/reconnect \$25, Water connection permit \$50	WAC \$3,000, water shut off \$35, reconnect \$35
Fireworks Display		\$ 100.00	\$34 per display	\$ 200.00		Retail application fee \$15, Retail Permit fee \$25	Fireworks permit \$50	\$50
Fireworks Sale		Sales \$100, sales facility \$350	Indoor: \$50/year, outdoor: \$350/year	\$ 350.00				\$50/per occurrence
Carnivals, Circuses, Tent Show Fees		\$110/day, if denied \$25 fee	\$25 per day	Tent/Canopy \$50/rent				
Amusement Center license		\$100, +\$15 per device						
Amusement device license		Up to 3 devices \$100, +\$15 per extra device						\$15/location + \$15/device

City of East Bethel  
2015 Fee Schedule  
(Not Approved)

Fee Comparison	East Bethel	Blaine	Cambridge	Columbus	Ham Lake Last Updated Oct 2011	Isanti	Oak Grove	St. Francis
Liquor: Special Club License	\$ 300.00	\$650/year	\$300 for 200 members, \$500 for 500 members, \$650 for 1,000 members, \$800 for 2,000 members, \$1,000 for 4,000 members, \$2,000 for 6,000, \$3,000 for more than 6,000		\$ 300.00	\$ 500.00	\$ 200.00	\$ 200.00
Parking Lot Review			\$100. Escrow \$250					
Permanent Non-Profit Sign			No Fee					by valuation
Parking in Lot Fee			\$3,500 per space					
Land use fee: Appeals			\$ 250.00			\$ 200.00		\$200, \$250 escrow
Land use: Administrative lot combination			\$ 250.00					
Liquor: Additional Fee for change of ownership, corporate control	\$ 50.00							
Liquor: Tavern license (including public dancing)	\$ 200.00							
Liquor: Public drinking place license	\$ 200.00							
Liquor: Combination license, the sum of multiple fees (club only)	\$ 900.00							
Liquor: Temporary on-sale intoxicating liquor license	\$ 50.00		\$100/day	\$100/day	\$ 10.00	\$ 50.00	\$25/event	\$25/event
Dog License	\$10 (2 year)				\$10/year	\$10 fixed, \$15 not fixed, \$5 for a duplicate, \$50 for lifetime		\$10, \$3 discount for seniors
Erosion Control inspection fee	\$ 250.00							
Swimming pool (above ground or inflatable)	\$60 + state surcharge							\$75. A letter must be submitted every year stating that the above ground pool will be located at the same spot.
Swimming pool (in ground)	\$100 + state surcharge							by valuation
Set fee for residential yard fences	\$ 50.00					Fence Permit \$80	Fence permit \$50	Division of property fence \$50, residential fence \$40, over 6 ft height is by valuation
Set fee for commercial fences	\$ 75.00							by valuation
Set fee for residential attic insulation alteration		\$60 +state surcharge						
Certificate of Occupancy		\$20 when part of issued permit, or \$60 when part of pre-occupancy walk thru of business locations only						
Contractor's License (Annual)	\$ 35.00							
Oil Storage (underground or otherwise)	\$60 + state surcharge		\$100/hank					
Residential hot water systems (includes burner)	\$60 + state surcharge						\$ 50.00	\$ 75.00
Residential Ventilating systems	\$60 + state surcharge							
Air Conditioning System	\$60 + state surcharge					Residential \$50/unit, Commercial 1.5% of project value		\$ 55.00
Gas stoves, ranges, etc.	\$60 + state surcharge							
Replacement Furnace	\$60 + state surcharge					Residential \$50/unit, Commercial 1.5% of project value		
Misc equipment used for heating or cooling (solar, heatpumps, etc.)	\$60 + state surcharge							HVAC: 95%heating installations, 55%/air conditioning
Manufacture home gas piping	\$60 + state surcharge							
Finish basement, rough in and final inspection	\$ 77.00					<a href="http://www.dli.mn.gov/rch/PDF/bc_by_2004_bldg_valuation_data.pdf">http://www.dli.mn.gov/rch/PDF/bc_by_2004_bldg_valuation_data.pdf</a>	\$ 150.00	\$ 140.00
Fire Sale or Going-out-of-business sale (up to 30 days)	\$ 25.00							
Christmas Tree lot license	\$ 200.00							
Planning and Zoning: Watershed (sunrise)			\$ 100.00					\$350, escrow \$650
Planning and Zoning: Zoning Code Amendment			\$ 200.00					
Mailboxes (box and post)			\$ 67.00				\$ 80.00	
Excavation Permit			Administrative \$50, City Council \$200			Hole \$125, Emergency hole \$55, Trench \$50		Admin \$100, escrow \$250, IJP \$350, escrow \$650
Fire Marshall Inspection			\$47/hour					
Amusement and Vending Machine License					\$15/location + \$15/unit			
Cabaret License					\$ 200.00			
Dance					\$ 5.00			Annual \$100/year, per event \$10
Field Party License					\$ 30.00		\$ 50.00	
Horse Permits					\$ 20.00			
Hospital/License					\$ 250.00			
Investigation Fee for Lawful Gambling License					\$ 100.00	\$ 50.00		
Large Assemblies					\$ 100.00			
Annual update to the City Code (Municode Supplement)					\$ 21.30			
A copy of the City Code/Ordinances					\$ 53.25			
Agenda Subscription						\$25, \$150 with packet		city council \$25/year, parks \$12/year
An ad in the Ham Laker (business card sized)					\$ 75.00			
Yearly subscription to "Ham Laker"					\$ 15.00			
Impounding horses, chickens, or mules					\$ 50.00			
Mainline/Handline Fee (actual postage cost is in addition to the fee)					\$ 1.50			
Septic System Owner's Guide (East Bethel has these too)					\$ 5.00			
Storm Management Plan					\$ 110.00			
Street Block Party Deposit						\$50 Refundable		
Non-Compliance fee						\$ 25.00		1st offense \$100, 2nd offense \$200, 3rd offense \$500, 4th offense \$1,000, 5th offense and beyond \$5,000
Special Meeting Request						\$ 250.00		\$35 for 4 hours or less
Lawn Strenching Violation						\$ 200.00		
Nuisance Violation						\$ 200.00		\$75/occurrence
Residential Property Maintenance Violation						\$1,000 plus costs		
Assignment and Assumption Agreement						14% of the proposed issuance amount, \$3,000 min, \$25,000 max escrow		
Issuance of Conduit Debt						\$3,000 escrow		
Host approval of Conduit Debt						1% organization fee		
Revolving Loan Fund Application Fee							\$10 plus court imposed fees	
Parking Violation								
Dock permit								\$50, escrow \$100
Fuel Tank Removal								\$ 95.00
Mobile Home setup								by valuation
Water Softener Permit								Residential \$15, Commercial by valuation

**Building Permit Fees for the City of Cambridge**

Total Valuation	Fee
\$1,000 to \$500,000	\$50.00
\$501,000 to \$2,000,000	\$25.00 for the first \$500 plus \$3.50 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$75.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$400.00 for the first \$25,000.00 plus \$12.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$650.00 for the first \$50,000.00 plus \$10.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$1,000.00 for the first \$100,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,250.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,650.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof

**Building Permit Fees for the City of Blaine**

Total Valuation	Fee
\$1,000 to \$500,000	\$23.50
\$501,000 to \$2,000,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$395.75 plus \$10.10 for each additional \$1,000.00 or fraction thereof in excess of \$25,000, to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

**Building Permit Fees for the City of Columbus**

Total Valuation	Fee
\$1,000 to \$500,000	\$23.00
\$501,000 to \$2,000,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$395.75 plus \$10.10 for each additional \$1,000.00 or fraction thereof in excess of \$25,000, to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

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

**RESOLUTION NO. 2014-43**

**A RESOLUTION MODIFYING FEES TO BE COLLECTED BY THE CITY OF  
EAST BETHEL IN 2015**

**WHEREAS**, The City Council of the City of East Bethel is the governing body of the City of East Bethel; and

**WHEREAS**, the Fee Schedule, was last adopted on January 8th, 2014

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** Resolution 2014-43 Establishing 2015 Fee Schedule is hereby modified to the attached starting January 1, 2015:

Adopted this 19<sup>th</sup> day of November, 2014 by the City Council of the City of East Bethel.

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Robert H. DeRoche, Jr., Mayor

ATTEST:

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Jack Davis, City Administrator

## 2015 DUTY TRUCK

<u>DESCRIPTION</u>	<u>EST. COST</u>	<u>CAPITAL BUDGET</u>
TRUCK	\$31,583.95	
LIGHTS/SIREN	\$5,635.92	
GRAPHIC'S	\$500.00	
MDT/LAPTOP	\$3,450.00	
RADIO	\$3,500	
<b>TOTAL COST</b>	<b><u>\$44,669.87</u></b>	<b><u>\$45,000</u></b>

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

**RESOLUTION NO. 2014-44**

**RESOLUTION DESIGNATING SURPLUS PROPERTY**

**WHEREAS**, the City of East Bethel owns and operates a fleet of Fire Trucks and equipment for the purposes of emergency response; and

**WHEREAS**, the City of East Bethel has adopted a plan for the replacement of Fire Trucks and equipment; and

**WHEREAS**, the 2003 Ford F-250 Pickup Truck has come to the end of its useful service life as a reliable and dependable piece of equipment; and

**WHEREAS**, the 1989 Chevrolet 1 Ton Pickup Truck, that has been used as a Grass Fire Truck, has come to the end of its useful service life as a reliable and dependable piece of equipment; and

**WHEREAS**, the City Council of East Bethel has approved the purchase of a replacement piece of equipment; and

**WHEREAS**, the City of East Bethel will sell both the 2003 Ford F-250 Pickup Truck (used as the Duty Officer Vehicle) and the 1989 Chevrolet 1 Ton Pickup Truck (that has been used as a Grass Fire Truck) on State Auction;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** the 2003 Ford F-250 Pickup Truck and the 1989 Chevrolet 1 Ton Pickup Truck be declared as surplus property and placed for sale on the State Auction.

Adopted this 19<sup>th</sup> day of November, 2014 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

---

Robert H. DeRoche, Jr., Mayor

ATTEST:

---

Jack Davis, City Administrator

**PAY ESTIMATE #9**  
**CITY OF EAST BETHEL**  
**Castle Towers/Whispering Aspen 2013 Forcemain Project**

November 12, 2014

City of East Bethel  
 2241 - 221st Avenue N.E.  
 East Bethel, MN 55011-9631

RE: Castle Towers/Whispering Aspen 2013 Forcemain Project  
 Contractor: LaTour Construction, Inc.  
 Award Date: July 11, 2013

The following work has been completed on the above-referenced project by LaTour Construction, Inc.

**Base Bid Schedule "A" - Removals**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	Clearing	0.80	ACRE	\$4,200.00	1.06	\$ 4,452.00
2	Grubbing	0.80	ACRE	\$4,200.00	1.06	\$ 4,452.00
3	Clearing	32	TREE	\$105.00	24	\$ 2,520.00
4	Grubbing	32	TREE	\$105.00	24	\$ 2,520.00
5	Remove Sidewalk	51	SQ YD	\$6.25	0	\$ -
6	Remove Watermain and Forcemain	60	LIN FT	\$5.00	0	\$ -
7	Remove Concrete Curb and Gutter	85	LIN FT	\$5.05	183	\$ 924.15
8	Remove Bituminous Pavement and Bituminous Curb	749	SQ YD	\$4.00	1,182	\$ 4,728.00
9	Cap Existing Forcemain Pipe	1	LUMP SUM	\$630.00		\$ -
10	Sawing Bituminous Pavement (Full Depth)	312	LIN FT	\$3.25	276	\$ 897.00
11	Mill Bituminous Surface	81	SQ YD	\$10.45	60	\$ 627.00
12	Salvage Metal Flared End Section and Grate	1	EACH	\$130.00	1	\$ 130.00
13	Salvage Storm Sewer	20	LIN FT	\$7.50	20	\$ 150.00
14	Salvage Signs	20	EACH	\$90.00	5	\$ 450.00
15	Salvage Chain link Fence	141	LIN FT	\$6.25	635	\$ 3,968.75
16	Salvage Gate	3	EACH	\$128.00		\$ -
17	Salvage Valve Box	2	EACH	\$90.00		\$ -
<b>Total Bid Schedule "A"</b>						<b>\$ 25,818.90</b>

**Base Bid Schedule "B" Forcemain and Gravity Sewer**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
18	Stabilizing Aggregate (LV)	100	CU YD	\$36.00		\$ -
19	Granular Borrow (CV)	400	CU YD	\$16.50	98	\$ 1,617.00
20	Aggregate Backfill (CV)	550	CU YD	\$36.50	67	\$ 2,445.50
21	Geotextile Filter Type IV	2,200	SQ YD	\$2.45	134	\$ 328.30
22	Ductile Iron Fittings	3,330	POUND	\$5.60	6,390	\$ 35,784.00
23	8" PVC Sanitary Sewer - SDR 35	38	LIN FT	\$78.50		\$ -
24	10" PVC Sanitary Sewer - SDR 26	20	LIN FT	\$98.00	20	\$ 1,960.00
25	12" PVC Sanitary Sewer - SDR 26	92	LIN FT	\$114.00	80	\$ 9,120.00
26	12" DIP Sanitary Sewer - Class 52	20	LIN FT	\$173.00		\$ -
27	10" PVC Plug	1	EACH	\$185.00		\$ -
28	12" PVC Plug	1	EACH	\$190.00	1	\$ 190.00
29	4" PVC Sewer Forcemain (DR 18)	22	LIN FT	\$24.00		\$ -
30	6" PVC Sewer Forcemain (DR 18)	1,590	LIN FT	\$19.00		\$ -
31	8" PVC Sewer Forcemain (DR 18)	6,997	LIN FT	\$20.50		\$ -
32	10" PVC Sewer Forcemain (DR 18)	9,133	LIN FT	\$24.25	9,043	\$ 219,292.75
33	Steel Casing Pipe - Jacked - 8" Carrier Pipe	120	LIN FT	\$264.00		\$ -
34	Steel Casing Pipe - Jacked - 10" Carrier Pipe	120	LIN FT	\$282.00	120	\$ 33,840.00
35	6" PVC Sewer (DR 18) - Directional Drill	70	LIN FT	\$51.75		\$ -
36	8" PVC Sewer (DR 18) - Directional Drill	1,869	LIN FT	\$45.75		\$ -

**PAY ESTIMATE #9  
CITY OF EAST BETHEL  
Castle Towers/Whispering Aspen 2013 Forcemain Project**

**Base Bid Schedule "B" Forcemain and Gravity Sewer - Continued**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
37	10" PVC Sewer (DR 18) - Directional Drill	400	LIN FT	\$57.30	490	\$ 28,077.00
38	Meter Manhole -4" Meter	1	EACH	\$12,150.00		\$ -
39	Meter Manhole -8" Meter	1	EACH	\$19,400.00		\$ -
40	Forcemain Cleanout Type 1 - 8" Forcemain	2	EACH	\$8,755.00		\$ -
41	Forcemain Cleanout Type 1 - 10" Forcemain	3	EACH	\$9,775.00	3	\$ 29,325.00
42	Forcemain Cleanout Type 2 - 8" Forcemain	1	EACH	\$8,345.00		\$ -
43	Forcemain Cleanout Type 2 - 10" Forcemain	1	EACH	\$10,500.00	1	\$ 10,500.00
44	Air/Vacuum Release Valve Manhole - 8" Forcemain	6	EACH	\$11,100.00		\$ -
45	Air/Vacuum Release Valve Manhole - 10" Forcemain	3	EACH	\$12,125.00	3	\$ 36,375.00
46	8" Gate Valve and Box	7	EACH	\$1,610.00		\$ -
47	10" Gate Valve and Box	8	EACH	\$2,285.00	8	\$ 18,280.00
48	Tracer Wire	21,959	LIN FT	\$0.35	18,941	\$ 6,629.35
49	Access Boxes For Tracer Wire	22	EACH	\$91.00	7	\$ 637.00
50	Passive Electronic Markers	122	EACH	\$26.50	40	\$ 1,060.00
51	Marker Posts for Access Boxes and Structures	22	EACH	\$130.00		\$ -
52	4" Polystyrene Insulation	504	SQ FT	\$6.00	256	\$ 1,536.00
53	Connect to Existing Manhole	1	EACH	\$2,000.00		\$ -
54	Connect to Existing Pipe	8	EACH	\$1,500.00	3	\$ 4,500.00
55	Clean and Video Tape Pipe Sewer	112	LIN FT	\$5.25	100	\$ 525.00
56	Construct Sanitary Structure Design 48-4007	6	LIN FT	\$450.00		\$ -
57	Construct Sanitary Structure Design 48-4007 - Drop Manhole	28.5	LIN FT	\$465.00		\$ -
58	Casting Assembly - Sanitary Sewer	2	EACH	\$860.00		\$ -
59	Dewatering	1	LUMP SUM	\$176,000.00	1	\$ 176,000.00
<b>Total Bid Schedule "B"</b>						<b>\$ 618,021.90</b>

**Total Base Bid Schedule "C" - Lift Station No. 2 Construction**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
60	Fiber Optic Cable With Schedule 40 Conduit	1,650	LIN FT	\$18.00	1,700	\$ 30,600.00
61	Tracer Wire for Buried Fiber Optic Cable	1,680	LIN FT	\$0.01	1,730	\$ 17.30
62	Access Boxes For Tracer Wire	4	EACH	\$0.01	3	\$ 0.03
63	Marker Posts for Access Boxes and Structures	3	EACH	\$129.00	3	\$ 387.00
64	84" Diameter Valve Manhole Structure and Appurtenances	1	EACH	\$21,000.00	1	\$ 21,000.00
65	96" Diameter Sanitary Sewer Lift Station Structure and Appurtenances	1	EACH	\$62,300.00	1	\$ 62,300.00
66	Portable Davit Crane With Power Winch	1	EACH	\$3,350.00	1	\$ 3,350.00
67	Trash Basket With Ladder	1	EACH	\$3,850.00	1	\$ 3,850.00
68	Submersible Lift Station Pump and Discharge Elbow	2	EACH	\$12,250.00	2	\$ 24,500.00
69	Pump Rails, Chains, Guide Brackets and Appurtenances	1	LUMP SUM	\$3,075.00	1	\$ 3,075.00
70	Control Panel, Level Floats and Transducer	1	LUMP SUM	\$38,600.00	1	\$ 38,600.00
71	Generator	1	LUMP SUM	\$29,000.00	1	\$ 29,000.00
72	Electrical and Startup	1	LUMP SUM	\$16,000.00	1	\$ 16,000.00
73	Dewatering	1	LUMP SUM	\$50,000.00	1	\$ 50,000.00
<b>Total Bid Schedule "C"</b>						<b>\$ 282,679.33</b>

**PAY ESTIMATE #9**  
**CITY OF EAST BETHEL**  
**Castle Towers/Whispering Aspen 2013 Forcemain Project**

**Base Bid Schedule "D" - Site Work and Storm Sewer**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
74	12" RC Pipe Sewer Design 3006 CL V	91	LIN FT	\$44.30	91	\$ 4,031.30
75	15" RC Pipe Sewer Design 3006 CL V	41	LIN FT	\$53.00	41	\$ 2,173.00
76	15" RC Pipe Apron	1	EACH	\$640.00	1	\$ 640.00
77	Construct Drainage Structure Design H (27")	1	EACH	\$1,400.00	1	\$ 1,400.00
78	Construct Drainage Structure Design 48-4020	1	EACH	\$1,900.00	1	\$ 1,900.00
79	Aggregate Base Class 5	490	TON	\$26.00	441.9	\$ 11,489.40
80	Bituminous Material for Tack Coat	77	GALLON	\$4.15	192	\$ 796.80
81	Type SP 9.5 Wearing Course Mixture (2,B)	179	TON	\$100.00	150	\$ 15,000.00
82	Type SP 12.5 Non Wearing Course Mixture (2,B)	148	TON	\$97.00	134.12	\$ 13,009.64
83	Concrete Curb & Gutter Design Surmountable	71	LIN FT	\$18.25	26	\$ 474.50
84	Concrete Curb & Gutter Design B618	205	LIN FT	\$18.75	343	\$ 6,431.25
85	4" Concrete Walk	459	SQ FT	\$5.25		\$ -
86	6" Concrete Pavement	846	SQ FT	\$5.75	1,062	\$ 6,106.50
87	Bollard	12	EACH	\$562.00	11	\$ 6,182.00
88	Coniferous Tree, 6' HT B&B	20	EACH	\$236.00	20	\$ 4,720.00
89	Deciduous Tree 2.5" CAL B&B	20	EACH	\$300.00		\$ -
90	Random Riprap Class II	3	CU YD	\$190.00	3	\$ 570.00
91	Floatation Silt Curtain Type Moving Water	200	LIN FT	\$16.25	50	\$ 812.50
92	Silt Fence Type Machine Sliced	5,000	LIN FT	\$1.60	3,000	\$ 4,800.00
93	Temporary Rock Construction Entrances	10	EACH	\$810.00	4	\$ 3,240.00
94	Topsoil Borrow (LV)	2,000	CU YD	\$13.35	450	\$ 6,007.50
95	Turf Establishment	27	ACRE	\$3,050.00	33.65	\$ 102,632.50
96	Erosion Control	1	LUMP SUM	\$3,600.00	1.00	\$ 3,600.00
<b>Total Bid Schedule "D"</b>						<b>\$ 196,016.89</b>

**Bid Schedule "E" - Watermain**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
97	Ductile Iron Pipe Fittings	376	POUND	\$4.65		\$ -
98	6" Watermain Ductile Iron Class 52	60	LIN FT	\$37.25		\$ -
99	6" Gate Valve and Box	1	EACH	\$1,370.00		\$ -
100	Connect to Existing Watermain	2	EACH	\$945.00		\$ -
101	Polystyrene Insulation	32	SQ FT	\$4.00		\$ -
102	Hydrant	1	EACH	\$4,105.00		\$ -
<b>Total Bid Schedule "E"</b>						<b>\$ -</b>

**Base Bid Schedule "F" - Mobilization, Traffic Control and Allowances**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
103	Mobilization	1	LUMP SUM	\$61,400.00	1	\$ 61,400.00
104	General Construction Allowance	1	LUMP SUM	\$40,000.00	1.03	\$ 41,295.70
105	Private Utility Allowance	1	LUMP SUM	\$50,000.00	0.15	\$ 7,265.37
106	System Integrator Allowance	1	LUMP SUM	\$50,000.00	0.56	\$ 27,798.75
107	Traffic Control	1	LUMP SUM	\$9,300.00	1	\$ 9,300.00
<b>Total Bid Schedule "F"</b>						<b>\$ 147,059.82</b>

**PAY ESTIMATE #9  
CITY OF EAST BETHEL  
Castle Towers/Whispering Aspen 2013 Forcemain Project**

**Alternate Bid No. 1**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	Connect to Existing Lift Station	1	EACH	\$4,500.00	1	\$ 4,500.00
2	8" PVC Sanitary Sewer - SDR 35	547	LIN FT	\$72.00	549	\$ 39,528.00
3	8" PVC Sanitary Sewer - SDR 26	965	LIN FT	\$73.00	959	\$ 70,007.00
4	10" PVC Sanitary Sewer - SDR 26	125	LIN FT	\$77.50	105	\$ 8,137.50
5	Clean and Video Tape Pipe Sewer	1,637	LIN FT	\$1.30	1,613	\$ 2,096.90
6	Construct Sanitary Structure Design 48-4007	142.9	LIN FT	\$211.00	165.24	\$ 34,865.64
7	Construct Sanitary Structure Design 48-4007 - Drop Manhole	25.9	LIN FT	\$314.00	25.93	\$ 8,142.02
8	Casting Assembly - Sanitary Sewer	8	EACH	\$860.00	8	\$ 6,880.00
9	Dewatering	1	LUMP SUM	\$46,100.00	1	\$ 46,100.00
<b>Total Alternate Bid No. 1</b>						<b>\$ 220,257.06</b>

**Alternate Bid No. 2**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	10" PVC Sewer Forcemain (DR 18)	6,997	LIN FT	\$24.00	7,249	\$ 173,976.00
2	Steel Casing Pipe - Jacked - 10" Carrier Pipe	120	LIN FT	\$182.00	120	\$ 21,840.00
3	10" PVC Sewer (DR 18) - Directional Drill	1,869	LIN FT	\$56.75	1,919	\$ 108,903.25
4	10" Gate Valve and Box	7	EACH	\$2,300.00	8	\$ 18,400.00
5	Meter Manhole -8" Meter	1	EACH	\$20,100.00	0	\$ -
6	Forcemain Cleanout Type 1 - 10" Forcemain	2	EACH	\$9,835.00	2	\$ 19,670.00
7	Forcemain Cleanout Type 2 - 10" Forcemain	1	EACH	\$10,445.00	2	\$ 20,890.00
8	Air/Vacuum Release Valve Manhole - 10" Forcemain	6	EACH	\$12,000.00	6	\$ 72,000.00
<b>Total Alternate Bid No. 2</b>						<b>\$ 435,679.25</b>

Bid Schedule "A"	<u>\$ 25,818.90</u>
Bid Schedule "B"	<u>\$ 618,021.90</u>
Bid Schedule "C"	<u>\$ 282,679.33</u>
Bid Schedule "D"	<u>\$ 196,016.89</u>
Bid Schedule "E"	<u>\$ -</u>
Bid Schedule "F"	<u>\$ 147,059.82</u>
Alternate Bid No. 1	<u>\$ 220,257.06</u>
Alternate Bid No. 2	<u>\$ 435,679.25</u>
TOTAL WORK COMPLETED TO DATE	<u>\$ 1,925,533.15</u>
Less 5% Retainage	<u>\$ 96,276.66</u>
Less Pay Estimate #1	<u>\$ 160,298.01</u>
Less Pay Estimate #2	<u>\$ 614,735.88</u>
Less Pay Estimate #3	<u>\$ 617,961.46</u>
Less Pay Estimate #4	<u>\$ 122,542.22</u>
Less Pay Estimate #5	<u>\$ 26,295.61</u>
Less Pay Estimate #6	<u>\$ 84,016.67</u>
Less Pay Estimate #7	<u>\$ 90,225.78</u>
Less Pay Estimate #8	<u>\$ 58,747.81</u>
WE RECOMMEND PAYMENT OF:	<u>\$ 54,433.04</u>

**PAY ESTIMATE #9  
CITY OF EAST BETHEL  
Castle Towers/Whispering Aspen 2013 Forcemain Project**

**APPROVALS:**

**CONTRACTOR: LATOUR CONSTRUCTION, INC.**

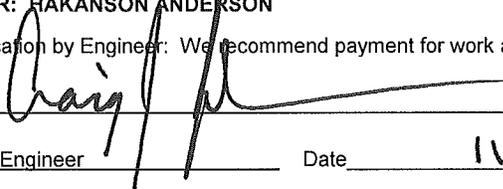
Certification by Contractor: I certify that all items and amounts are correct for the work completed to date.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_ Date \_\_\_\_\_

**ENGINEER: HAKANSON ANDERSON**

Certification by Engineer: We recommend payment for work and quantities as shown.

Signed:  \_\_\_\_\_

Title: City Engineer Date 11/13/14

**OWNER: CITY OF EAST BETHEL**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_ Date \_\_\_\_\_

**EAST BETHEL SPECIAL CITY COUNCIL MEETING**

November 12, 2014

The East Bethel City Council met on November 12, 2014 at 6:00 PM to Canvass the 2014 General Election Results at City Hall.

MEMBERS PRESENT:      Bob DeRoche              Tim Harrington              Ron Koller  
   Heidi Moegerle              Tom Ronning

ALSO PRESENT:              Jack Davis, City Administrator

Call to              **The November 12, 2014 Special City Council meeting was called to order by Mayor  
Order              DeRoche at 6:00 PM.**

Adopt              **Moegerle made a motion to adopt the November 12, 2014 Special City Council Agenda.  
Agenda              Koller seconded; all in favor, motion carries.**

Res. 2014-              **Moegerle made a motion to adopt Resolution 2014-42 Canvassing the Returns of the  
42              Mayoral and City Council Election. Harrington seconded; Harrington, Koller, Moegerle  
Canvassing              and Ronning-Aye; DeRoche-Abstain; motion carries.  
Returns of  
Election**

Adjourn              **Moegerle made a motion to adjourn the November 12, 2014 City Council Meeting at 6:04  
PM. Ronning seconded; all in favor, motion carries.**

Attest:  
Jack Davis  
City Clerk

**City of East Bethel**  
**November 19, 2014**  
**Supplemental Payment Summary**

This is a supplemental listing of invoices that were received after the creation of the Council packet. Due to the invoice deadline and the timing of the next Council meeting, they could be deemed as late payments which could possibly accrue late fees and/or finance charges if not paid by the due date.

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Payroll	Insurance Premiums	5760764	Delta Dental	101		\$802.00
Payroll	Insurance Premiums	143180018508	PreferredOne	101		\$8,021.26
						<b>\$8,823.26</b>



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

November 19, 2014

\*\*\*\*\*

**Agenda Item Number:**

Item 7.0 C.1

\*\*\*\*\*

**Agenda Item:**

Anoka Conservation District (ACD) 2015-2019 Comprehensive Plan

\*\*\*\*\*

**Requested Action:**

Consider endorsing the ACD proposed 2015-2019 Comprehensive Plan

\*\*\*\*\*

**Background Information:**

The Anoka Soil and Water Conservation District (Anoka Conservation District) has prepared a comprehensive plan in accordance with requirements of the Minnesota Board of Water and Soil Resources. The plan must be filed with the U.S. Department of Agriculture for the district to receive assistance from the Natural Resources Conservation Service. The plan provides a framework for overall natural resource management priorities in Anoka County. Future annual work plans will be developed with specific tasks to address the priorities and goals within this Comprehensive Plan. The Anoka Conservation District Comprehensive Plan promotes inter-agency cooperation and coordination for the preservation and conservation of the natural resource base in Anoka County.

In preparation for development of the 2015-2019 Comprehensive Plan, ACD prepared an online survey and invited 549 stakeholders to participate. Members of the general public, ACD volunteers/cooperators, environmental consultants, agency staff, elected officials, and appointed officials took the time to complete the survey, 144 responses in total. Survey results were presented to the ACD Board of Supervisors and considered throughout the planning process.

Through a series of working sessions, the ACD Board of Supervisors, with staff assistance, developed the draft plan. With a planned final approval in December of this year, ACD is requesting review and comments within the next thirty days. All comments received will be shared with the Board for their consideration for finalization of the plan.

The East Bethel Park Commission reviewed the plan at their November 2014 meeting and commented that the document and the ACD are a useful resource for the City for natural resource planning and conservation. They noted that the plan does not specify future projects, only general goals and specific projects will be adopted annually. The Park Commission recommends approval of the ACD 2015-2019 Comprehensive Plan with no further additions.

**Attachments:**

ACD Draft 2015-2019 Comprehensive Plan

\*\*\*\*\*

**Fiscal Impact:**

To be determined

\*\*\*\*\*

**Recommendation(s):**

The Parks Commission and Staff have reviewed the ACD draft Comprehensive Plan for 2015-2019, have no further additions or changes to the draft plan and endorse its approval.

\*\*\*\*\*

**City Council Action**

Motion by:\_\_\_\_\_

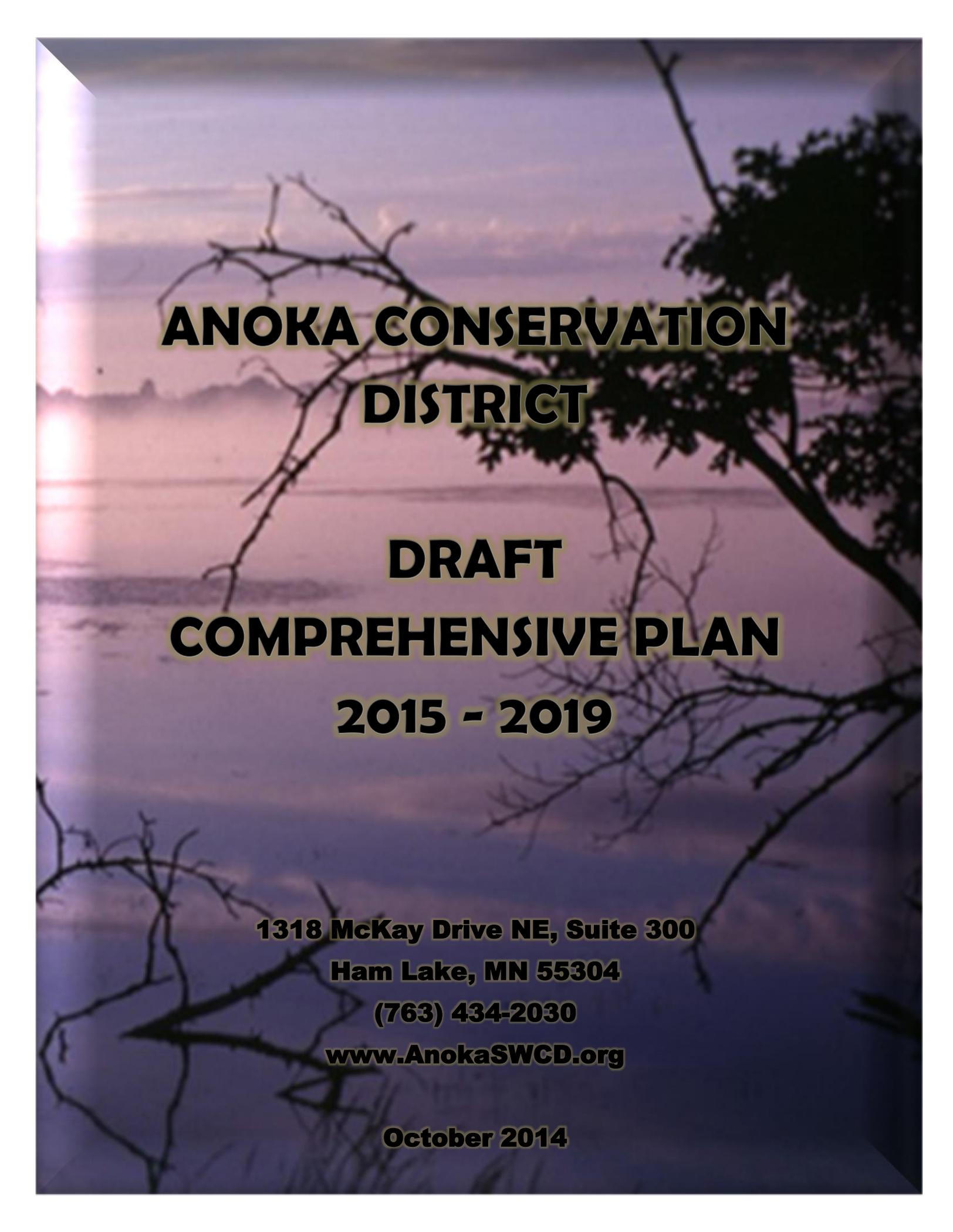
Second by:\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_



**ANOKA CONSERVATION  
DISTRICT**

**DRAFT  
COMPREHENSIVE PLAN  
2015 - 2019**

**1318 McKay Drive NE, Suite 300  
Ham Lake, MN 55304  
(763) 434-2030  
[www.AnokaSWCD.org](http://www.AnokaSWCD.org)**

**October 2014**



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# Introduction

## **About this Plan**

The Anoka Soil and Water Conservation District (Anoka Conservation District) has prepared this comprehensive plan in accordance with requirements of the Minnesota Board of Water and Soil Resources. The plan must be filed with the U.S. Department of Agriculture for the district to receive assistance from the Natural Resources Conservation Service. The plan provides a framework for overall natural resource management priorities in Anoka County. Future annual work plans will be developed with specific tasks to address the priorities and goals within this Comprehensive Plan. The Anoka Conservation District Comprehensive Plan promotes inter-agency cooperation and coordination for the preservation and conservation of the natural resource base in Anoka County. The planning process was initiated with an online survey of stakeholders including local, state and federal agency staff and officials, the general public, conservation cooperators, and other natural resource professionals. 144 responses were received and their input was considered throughout the planning process.

## **Anoka Conservation District**

Since its formation in 1946 by petition of Anoka County residents, Anoka Conservation District (ACD) has worked with public and private landowners to address natural resource management challenges. The focus has changed over the years from agricultural related problems to issues related primarily to urban development. Grassed waterways and shelterbelts have given way to greenway corridors, streambank stabilization and rain gardens.

## ***Mission***

The mission of the Anoka Conservation District is to conserve and enhance the natural resources of Anoka County.

We do this by:

- conducting monitoring and analysis,
- informing landowners and local government in natural resource management, and
- leveraging technical and financial resources to promote natural resource stewardship practices.

## ***Guiding Principles***

- Focus on long-term resource sustainability.
- Make informed and ethical decisions.
- Promote cost-effective and efficient resource management.
- Partner with both public and private sectors.
- Retain highly qualified, knowledgeable staff.
- Utilize technology to achieve efficiency.
- Keep natural resources issues visible in Anoka County.
- Respond to opportunities and changing needs.
- Develop diverse programs, partners and funding sources.

- Utilize education and outreach in addition to technical and financial assistance to encourage natural resource stewardship.

### ***Authorization and Jurisdiction of Conservation Districts***

#### Soil and Water Conservation Policy

Soil and Water Conservation Districts are authorized under Minnesota Statutes Chapter 103C known as the Soil and Water Conservation District Law. Soil and water conservation policy reads as follows (103C.005)

*Maintaining and enhancing the quality of soil and water for the environmental and economic benefits they produce, preventing degradation, and restoring degraded soil and water resources of this state contribute greatly to the health, safety, economic well-being, and general welfare of this state and its citizens. Land occupiers have the responsibility to implement practices that conserve the soil and water resources of the state. Soil and water conservation measures implemented on private lands in this state provide benefits to the general public by reducing erosion, sedimentation, siltation, water pollution, and damages caused by floods. The soil and water conservation policy of the state is to encourage land occupiers to conserve soil, water, and the natural resources they support through the implementation of practices that:*

- (1) control or prevent erosion, sedimentation, siltation, and related pollution in order to preserve natural resources;*
- (2) ensure continued soil productivity;*
- (3) protect water quality;*
- (4) prevent impairment of dams and reservoirs;*
- (5) reduce damages caused by floods;*
- (6) preserve wildlife;*
- (7) protect the tax base; and*
- (8) protect public lands and waters.*

#### Soil and Water Conservation District Authority

In order to carry out its mission, ACD has several powers granted in law. The following paraphrases those authorities.

SWCDs may;

- Conduct resource surveys and demonstration projects,
- Carry out soil and water conservation measures on any lands in the district with the consent of the landowner,
- Cooperate or enter into agreements with any governmental agency or individual landowner for the purpose of carrying on a program of erosion prevention and control,
- Purchase or accept property and income and provide equipment and supplies that will help to bring about conservation practices,
- Construct, install, improve, maintain, and operate such structures and works as may be necessary for proper performance of the district,

- Develop a comprehensive and annual plan for the conservation of soil and water resources. These plans are required for the district to receive state grant funds,
- Assume land by purchase, lease or otherwise to improve, maintain, operate, and administer any soil and water conservation project undertaken by federal or state government,
- Sue or be sued,
- Require compensation or contributions for goods and services provided,
- Make application or enter into an agreement with any designated authority for federal assistance,
- Perform any other acts necessary to secure and use federal aid,
- Acquire land, easements, or rights-of-way needed in connection with works of improvement installed with federal assistance,
- Use necessary funds to provide membership in state and national associations that pertain to district operations, and is authorized to participate and appropriate necessary funds to defray expenses of district representatives for meetings of such groups,
- Procure necessary insurance,
- Publish any information related to the activities of the district,
- Provide advice to or consult with county or municipal representatives, and
- Present an annual budget to the board of county commissioners.

### ***Organizational Structure***

#### Staff

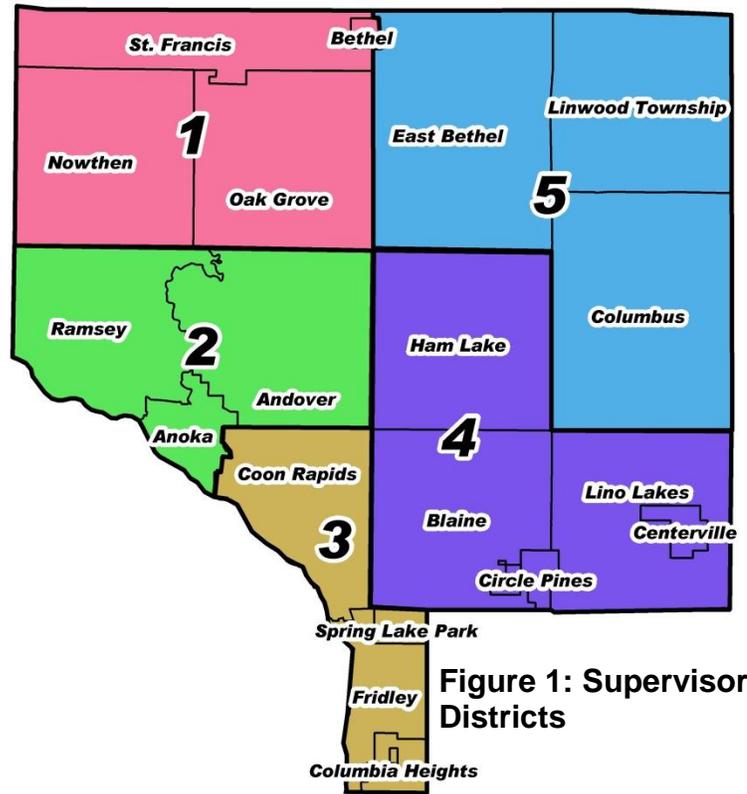
Staff attend to the daily activities designed to achieve the goals set by the Board of Supervisors.

**Table 1: Staff Positions**

Position	Duties
District Manager	Personnel management. Financial tracking and reporting. Secure funds and partnerships. Manage grants and projects. Develop programs and services to achieve Board objectives.
Office Administrator	Office administration. Grant administration. Website management. Financial tracking.
Water Resource Specialist	Watershed planning and project management
Conservation Specialist	Assist landowners with Best Management Practice (BMP) design, funding and installation. Conduct subwatershed level analysis to identify and rank BMP opportunities.
Wetland Specialist	Assist project applicants with WCA compliance. Wetland management consultation.
Water Resource Technician	Water quality and quantity monitoring and analysis on lakes, rivers, wetlands, and groundwater.
Seasonal Technician	Assist with all district activities as needed.

Supervisors

The Anoka Conservation District has a board of supervisors with a variety of expertise elected to four year terms. The Board of Supervisors determines the priorities and goals for the districts and charges the staff with developing the programs and services necessary to address those priorities. Legislation passed during the 2014 session will result in supervisors being elected according to population-based districts beginning with the 2016 election. Historically supervisors were elected at-large, with each supervisor representing a specific geographic area in which they must reside.



**Table 2: Supervisors Currently Serving**

District	Supervisor	Term	Office	Contact
1	Karla Komec	12/31/16	Member	19521 Cleary Road NW Nowthen, MN 55303 763/688-3955
2	Jim Lindahl	12/31/16	Vice Chair	17275 Tulip St. NW Andover, MN 55304 763/753-3449
3	Karl Tingelstad	12/31/14	Member	12895 Kerry St NW Coon Rapids, MN 55448 763/439-5213
4	Mary Jo Truchon	12/31/14	Chair	12917 Buchanan St NE Blaine, MN 55434 763/757-3084
5	Vici Nass	12/31/16	Treasurer	23340 Isetta St NE East Bethel, MN 55005 651/462-3923

Meetings and Committees

Regular board meetings of the ACD are generally held on the third Monday of each month. A yearly meeting schedule is posted on ACD’s official website, [www.AnokaSWCD.org](http://www.AnokaSWCD.org) and in the office of the ACD. Regular board meetings and committee meetings are held at the District office in Ham Lake unless otherwise noted.

ACD supervisors also serve on committees to analyze detailed information on issues requiring intensive review prior to full board action. Some committees are internal and others function on a metro or statewide level. Supervisors choose to participate in

committee meetings to offer personal expertise in the area of discussion or to gain more knowledge of the subject matter. Committees provide recommendations to the full board of supervisors.

### *Internal Committees*

Internal committees are comprised of three supervisors but are not authorized to take action on behalf of the full board. Their function is to consider complex topics in greater detail and provide a recommendation for action to the full board. The ACD has three internal committees.

#### Finance Committee

The finance committee reviews the District's finances and prepares annual budgets. The finance committee ensures that the District operates within its financial means and reviews all equipment purchases and personnel changes to ensure that they fall within the District approved budget.

#### Operations Committee

The operations committee reviews issues related to the programs and services of the District and provides additional guidance to staff on projects and procedures. The operations committee is also responsible to review and formulate policy recommendations.

#### Personnel Committee

The personnel committee is responsible to review and make recommendations to the full board on all personnel management issues of the District including but not limited to employee recruitment, compensation, benefits, evaluations, discipline and dismissal.

### *External Committees*

There are also several external committees that supervisors take part in. Supervisors that take part in external committees are expected to represent the interests of the District during the meetings and events and report back to the District on the activities of the organization. During the preparation of this comprehensive plan, District Supervisors were involved in the following groups:

- Metro Conservation Districts
- Metropolitan Association of Conservation Districts
- Rice Creek Watershed District Citizens Advisory Committee
- Coon Creek Watershed District Citizens Advisory Committee
- MASWCD Committees
- Anoka County Water Resources Management Taskforce

### ***Policies***

ACD policies are reviewed and approved annually and are incorporated into the ACD Handbook, which covers personnel, supervisor, and operational topics. Natural resource policies are included at the end of this plan.

## Resource Conservation

Natural resource management occurs in a very dynamic setting. Land use, regulatory standards and agencies, financial and technical capacities of local, state and federal resource managers, personnel, priorities and goals are in a constant state of change. Additionally, the resources themselves change in terms of their quality, quantity and distribution. Emerging issues promise to further complicate the natural resource management setting. ACD is committed to remaining proactive rather than reactive by considering emerging issues throughout the natural resource management process.

### Emerging Issues

**Climate change** is speculative and does not benefit from consensus. What is known is that the composition of the gases in the atmosphere are changing and it seems to coincide with the industrial revolution and the reliance on fossil fuel burning to supply the world's energy needs. How this change in composition will ultimately influence weather patterns, ocean currents, precipitation regimes and vegetation is uncertain, but it warrants mention and consideration during planning efforts. Changing precipitation patterns have already resulted in updates to the precipitation frequency tables by the National Oceanic and Atmospheric Administration (Atlas 14), which indicate that normal and extreme precipitation amounts have increased, leaving previously installed stormwater infrastructure undersized. Agencies must be prepared to adapt to changes that do occur and make appropriate adjustments to programs to reduce or alleviate the resulting problems.

**Groundwater supplies** in Minnesota have not been an issue of concern in past planning efforts. Recent projections indicate that areas of Anoka County may experience drinking water shortages in the next twenty years. As surficial groundwater is depleted, we can anticipate shallow domestic wells drying up, wetlands being converted to non-wetland, stream base flows being compromised, shallow lakes becoming wetlands, recreational lakes becoming smaller, shallower and experiencing water quality problems, and vegetation transitioning to more drought tolerant species. Anoka County is the recharge area for many of the deeper aquifers relied upon by the Twin Cities and surrounding suburbs to the south for commercial and domestic water supplies. Overuse in those communities will result in lower water tables in Anoka County. Efforts to conserve water by optimizing turf and crop irrigation techniques and reducing the footprint of highly manicured lawn can put a dent in the issue. Increasing rain water infiltration should be considered during planning efforts and project design. This can be challenging because large flat sandy uplands are optimal groundwater recharge areas and they also have the highest pressure to be developed to residential and commercial uses. When this happens, much needed rain water infiltration tends to be dramatically reduced.

**Infiltration and groundwater quality protection** can be in conflict with each other. Under the direction of the MN Pollution Control Agency, many municipalities continue to have source water protection strategies that prohibit the infiltration of stormwater in effort to protect shallow groundwater from contamination. Several stormwater constituents such as nitrates, chlorides, pathogens, and heavy metals are not adequately filtered by the sandy soils of the Anoka Sand Plain. Ultimately, policy

makers have to choose between having ground water supplies that are adequate but require treatment before consumption, or inadequate water supplies that do not need to be treated; historic strategies err in favor of the latter.

**Invasive species** threaten native ecosystems and the services they provide in all Minnesota biomes, which has broad implications for natural resource managers. Invasive species can compromise fisheries and aquatic recreation, diminish forest products, and denude habitat for wild game. The only viable long-term strategy is to slow the spread and reduce the damage until biological controls can be developed to keep invasive species populations in check. Purple Loosestrife is a good example of an invasive species brought under control with the introduction of biological competitors. Well-established invaders such as Eurasian Water Milfoil, Reed Canary Grass, Curly Leaf Pondweed, Gypsy Moths, Spiny Water Fleas, Common Buckthorn, Leafy Spurge, Common Carp, Zebra Mussels, Garlic Mustard, and Spotted Knapweed continue to consume a lot of technical and financial resources to curtail. Emerging threats include:

- Wild Parsnip; a roadside weed that causes severe blistering rashes upon contact.
- Asian silver carp; known for jumping at the sound of boat engines.
- Emerald Ash Borer; threatens to completely decimate Minnesota's extensive populations of ash trees.

**Declining pollinator populations** in Minnesota and nationwide threaten to undermine food production and native ecosystem functions. In 1991 a new type of insecticide was developed that works in very low concentrations and functions as a systemic pesticide, being taken up by plants and migrating throughout every part of the plant. From roots and stems to leaves and pollen, neonicotinoid based insecticides provide full plant protection and one treatment can last for many months or even years. This combination of persistence and systemic function make all plant components poisonous to insects for as long as the plant lives. Even the pollen becomes poisonous to bees, moths and butterflies that consume and transport it. These chemicals are known to disorient honeybees, native bees and butterflies and make them less resistant to disease, and may be a significant contributor to honeybee hive collapse.

**Soil health** is being compromised by excessive cultivation, removal of topsoil, application of pesticides (fungicides, insecticides and herbicides), lack of vegetative cover, and compaction. Healthy soil provides a stable matrix that resists erosion, infiltrates water, cycles nutrients, adsorbs pollutants, provides drought tolerance, drives plant productivity, and sustains a complex food web. Healthy soils support a diverse ecosystem of bacteria, fungi, invertebrates (worms and arthropods) and other microscopic organisms in a matrix of mineral and organic matter that provides structural stability. All soil ecosystem elements are interdependent and comprise a living system that needs to be nourished with water, organic matter, nutrients, warmth and atmospheric gases. Maintaining healthy soils is critical to maintaining healthy terrestrial and aquatic ecosystems and is the foundation of a robust food web.

**Best Management Practice inspection and maintenance** is a long-term cost that many agencies are not equipped to address in terms of staffing or finances. As BMPs installed two decades ago reach the end of their design life, it is critical to maintain them

in order to continue to reap the benefits they were installed to achieve. Unfortunately, grant funding sources are not designed to help defray this cost and few government entities have incorporated active maintenance programs into their budgets. This challenge can be seen with stormwater quality treatment ponds installed in the early 1990s that now require expensive dredging and sediment disposal to maintain intended functionality. At a smaller scale, agency staff are dealing with the inspection and maintenance of potentially dozens of practices installed in cooperation with landowners such as riverbank and lakeshore stabilization, ecosystem restorations, and rain gardens. The staff time and expertise required to conduct routine inspection and provide maintenance guidance is daunting for local government entities.

**Nitrogen pollution in surface water**, most prevalently in the form of nitrate, has emerged in recent years as a priority concern statewide due to a number of studies showing the toxic effects of nitrate on aquatic life, nitrogen's role in the dead zone in the Gulf of Mexico, and the potential to contaminate drinking water beyond the 10mg/L consumption threshold. An extensive Minnesota Pollution Control Agency report completed in June 2013 indicates that the bulk of the problem in Minnesota is found in the drain tiled agricultural areas of the southern third of the state. Nitrate discharge concentrations in watersheds in Anoka County are all well below the 10 mg/L threshold.

**Habitat loss and fragmentation** due to development, disturbance, and invasive species encroachment has the potential to push many indigenous species out of the county. When the housing market crashed and development came to a screeching halt in the late 2000s, this issue took a back seat to more pressing economic challenges. With the recovery of the housing sector, we are once again seeing many of our remaining natural areas forever lost to development. This occurs not only due to mass grading and the installation of roads, utilities, dwellings and structures, but also due to large acreage mowing, which essentially converts complex ecosystems into biological voids, supporting little more than a suite of a few invertebrates adapted to turf grass.

## **Resource Priorities and Goals**

The Anoka Conservation District Board of Supervisors identified the following five priority resource areas (in bold) with corresponding goals (bulleted) during the comprehensive planning process with consideration of input from the public and agency staff and officials. ACD realizes that it is not practical to address all issues of degraded natural resource quantity and quality within the five year scope of this plan. As part of the comprehensive planning process, however, we did consider the breadth of natural resource challenges and opportunities and developed strategies designed to achieve the greatest overall benefit.

### ***Water Quality***

- Maintain high quality surface waters
- Improve impaired surface waters
- Protect drinking water

### ***Water Quantity***

- Halt long-term aquifer depletion and where possible replenish aquifer levels
- Reduce stormwater runoff and the corresponding erosion

- Reduce localized flooding and related damage

**Natural Habitats**

- Preserve and enhance ecological diversity in Anoka County
- Maintain ecological corridors and systems to support indigenous wildlife

**Wetlands**

- Achieve no net loss, and, where possible, improve the quality and quantity of wetlands

**Soils**

- Maintain and enhance soil health

**Resource Management Collaboration**

Anoka County natural resources are managed by several entities with varying jurisdictions. It is important that ACD remains continually engaged with each entity to

- avoid duplication of efforts,
- maximize efficiencies,
- capitalize on common interests between and among entities,
- direct limited financial and staff resources toward the most cost-effective approaches, and
- apply management strategies at a scale most appropriate to meet identified goals and objectives (e.g. lakesheds vs. regional aquifer recharge areas vs. multi-county wildlife corridors or invasive species management).

The following tables identify scale, partnering entities, and priorities for ACD’s natural resource management collaborations.

**Table 3: Multi-County/Regional Collaboration**

Priority	Jurisdiction	Partners
Ecological restoration of oak savanna and other declining habitats	Anoka Sand Plain	Anoka Sand Plain Partnership, MN DNR, Anoka County Parks
Groundwater recharge	Recharge areas for each of the major metro aquifers.	Land use authorities within as-yet-to-be-identified groundwater management areas
Aquatic and terrestrial invasive species management (e.g. silver carp, zebra mussels, Eurasian milfoil, wild parsnip, buckthorn, leafy spurge, purple loosestrife, gypsy moth, and emerald ash borer)	Varying scales as appropriate for the species of concern	MN DNR, municipal weed inspectors, USDA NRCS, Anoka County Parks

**Table 4: County-Wide Collaboration**

Priority	Jurisdiction	Partners
Coordinate a comprehensive	Anoka County	Watershed Districts, Water

monitoring program for surface and ground water quality and quantity.		Management Organizations, MN DNR, Metropolitan Council
Coordination and implementation of the Wetland Conservation Act	Anoka County	Wetland Conservation Act LGUs, BWSR, MN DNR
Update wildlife corridor plan and work with land use authorities for integration into planning efforts	Anoka County	Land use authorities throughout Anoka County

**Table 5: Major Watershed Level Collaboration**

Priority	Jurisdiction	Partners
Provide leadership and expertise to implementation strategies that result from the completion of Watershed Restoration and Protection reports, Total Maximum Daily Load reports and Stormwater Retrofit Analyses in collaboration with partners throughout the major watersheds.	Rum River	Lower Rum River WMO, Upper Rum River WMO, County water planners and SWCDs from Mille Lacs Lake to the Mississippi River, Municipalities throughout the watershed
	St. Croix	Sunrise River WMO, County water planners and SWCDs from Chisago and Washington Counties
	Mississippi Metro	Rice Creek Watershed District, Coon Creek Watershed District, Mississippi WMO, Hennepin Co. Env. Services, Ramsey SWCD

**Table 6: Minor Watershed Level Collaboration**

Priority	Jurisdiction	Partners
Coordinate water resource monitoring, catchment level water quality modeling and BMP opportunity identification, and implementation of BMPs in accordance with approved water plans	Upper Rum River	Upper Rum River WMO, Lake George Improvement District, Cities (St. Francis, Nowthen, Oak Grove, East Bethel, Bethel)
	Lower Rum River	Lower Rum River WMO, Cities (Ramsey, Anoka, Andover)
	Sunrise River	Sunrise River WMO, Lake Associations (Martin Lake, Linwood Lake, Coon Lake), Cities (East Bethel, Linwood, Columbus)
	Coon Creek	Coon Creek Watershed District, Lake Associations (Ham Lake, Crooked Lake), Cities (Ham Lake, Columbus, Andover, Blaine, Coon Rapids, Fridley, Spring Lake Park)
	Rice Creek	Rice Creek Watershed District, Lake Associations (Golden Lake), Cities (Columbus, Blaine, Fridley, Lino Lakes, Circle Pines, Lexington, Centerville)
	Mississippi	Mississippi WMO, Cities (Fridley, Columbia Heights, Hilltop)

## Resource Condition

This plan does not include a comprehensive inventory of the natural resources of the county. Natural resources quality and distribution are continually changing. It is only through a continual monitoring and inventory program that we are able to maintain an up-to-date understanding of natural resources. As an alternative to providing a written inventory, the ACD Board of Supervisor provides updated information on natural resources through our website, [www.AnokaSWCD.org](http://www.AnokaSWCD.org) through a combination of videos, brochures, reports such as the annual Anoka Water Almanac, and stormwater retrofit analyses. Additionally, mapping data are available through the MN DNR Data Deli and the Anoka County GIS website, and water quality data may be accessed through MPCA's online EQUIS database. Additional hydrologic data collected by ACD are available through ACD's data access tool on our website. Current inventory and resource monitoring data are also available to public by contacting staff. The purpose of the following summary is to provide context to the planning structure outlined in this document.

### Anoka County Natural Resource Setting

Anoka County's natural resource base supports a rapidly growing population of over 330,000 people (2010 U.S. Census Bureau) in an area of 273,450 acres. Approximately 50% of the county is densely or moderately urbanized with homes and places to work. The remaining portion of the county supports scattered agriculture and open space, including extensive county and city park systems and vast areas of state wildlife management areas.

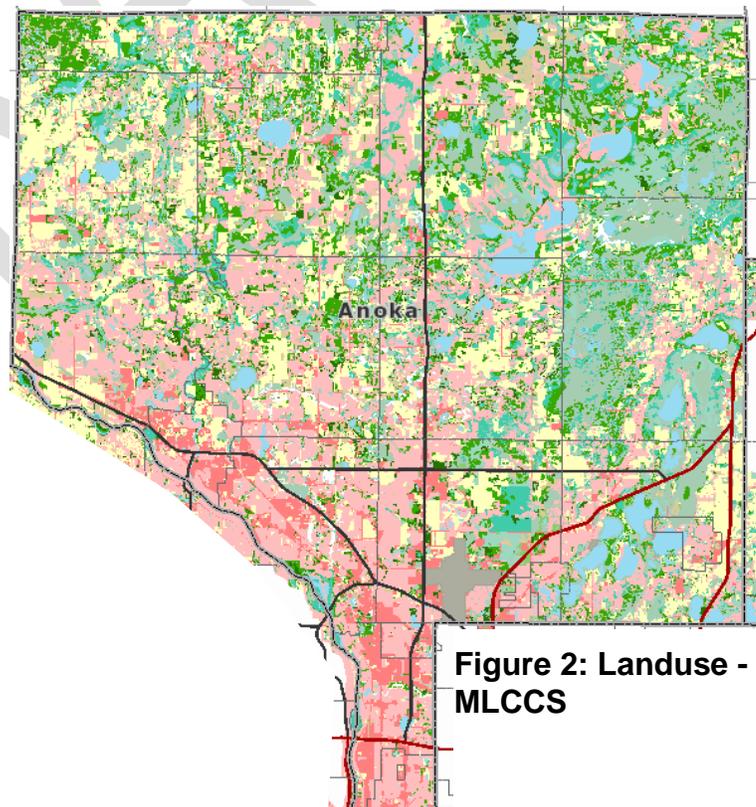
**Table 7: Anoka County Landuse**

Landuse	Acreage	Percent
Agriculture	68435	25.0
Residential	122386	44.8
Commercial	7515	2.7
Industrial	6250	2.2
Water	8,870	3.2
Other	59994	21.9
<b>Total</b>	<b>273,450</b>	<b>100.0</b>

*Anoka County GIS, December 2009*

#### Land Cover - MLCCS

Urban with Vegetative Cover
Urban with Little Vegetative Cover
Planted or Cultivated Vegetation
Upland Forest
Wetland Forest
Woodland
Upland Shrubland
Wetland Shrubland
Dry Grassland
Wetland Prairie
Rock Outcrop
Water



**Figure 2: Landuse - MLCCS**

Anoka County is largely within the Anoka Sand Plain, a large expanse of permeable sandy soils interspersed with large wetland complexes. Many of the wetlands have been converted to sod and vegetable farms with the addition of extensive ditch systems. In the last twenty years, drained peatlands have given way to residential development. The dry sandy soils have low fertility and little water holding capacity and so are only suitable for a few crops. They are ideal for development however, requiring very little investment to be made suitable for roads and structures. As a result, the sandy uplands have been under heavy development pressure.

The Anoka Sand Plain is also characterized by a high groundwater table, typically within three to eight feet of the surface. This high water table is due to a combination of shallow topography and highly permeable sandy soils. Wetlands form where groundwater levels are near or just above the surface. Areas where exposed groundwater is many feet deep result in a landscape dotted with shallow lakes. Many of the lakes are connected to each other with streams, creating chains of lakes. As shallow groundwater levels fluctuate so do the water levels in the lakes, streams and wetlands that dominate the landscape.

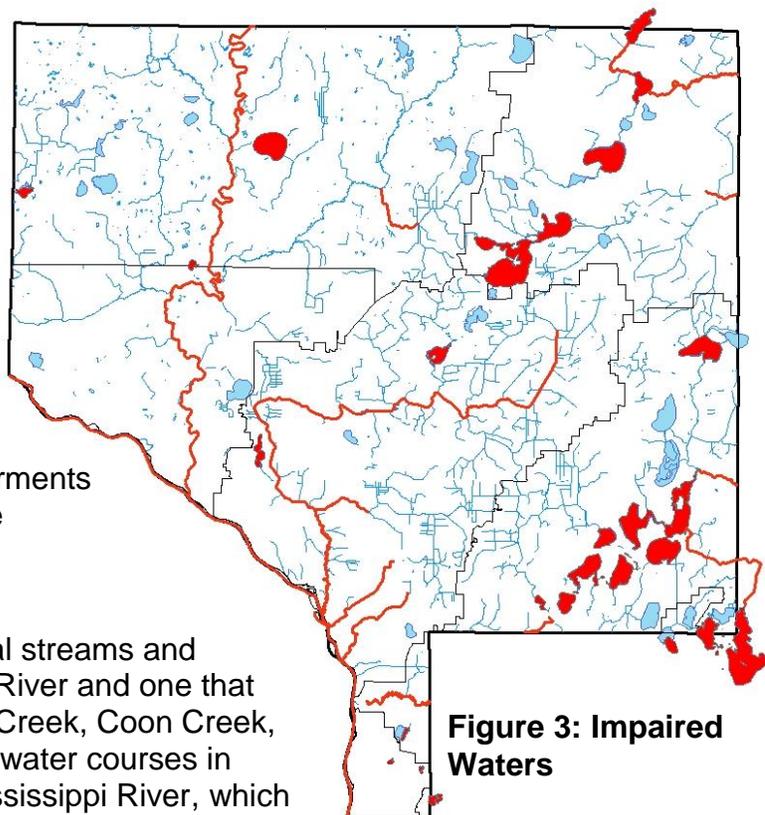
The Anoka Sand Plain takes on regional importance when considering that it is widely considered to be the recharge area for many of the deeper aquifers that supply drinking water to communities throughout the Twin Cities Metro Area. Mismanagement of Anoka County's water resources will not only diminish the quality of life of every Anoka County resident, but also compromise the availability of abundant clean drinking water for the entire metropolitan area.

### **Water Quality**

Water quality is among the most important resource concerns. Both surface water and groundwater quality are resource management priorities for ACD. Anoka County listed impaired waters are shown Figure 3. Waters may be listed as impaired for a number of reasons including nutrients, sediment, pathogens, biota, turbidity and heavy metals. Impairments in Anoka County span all of these categories.

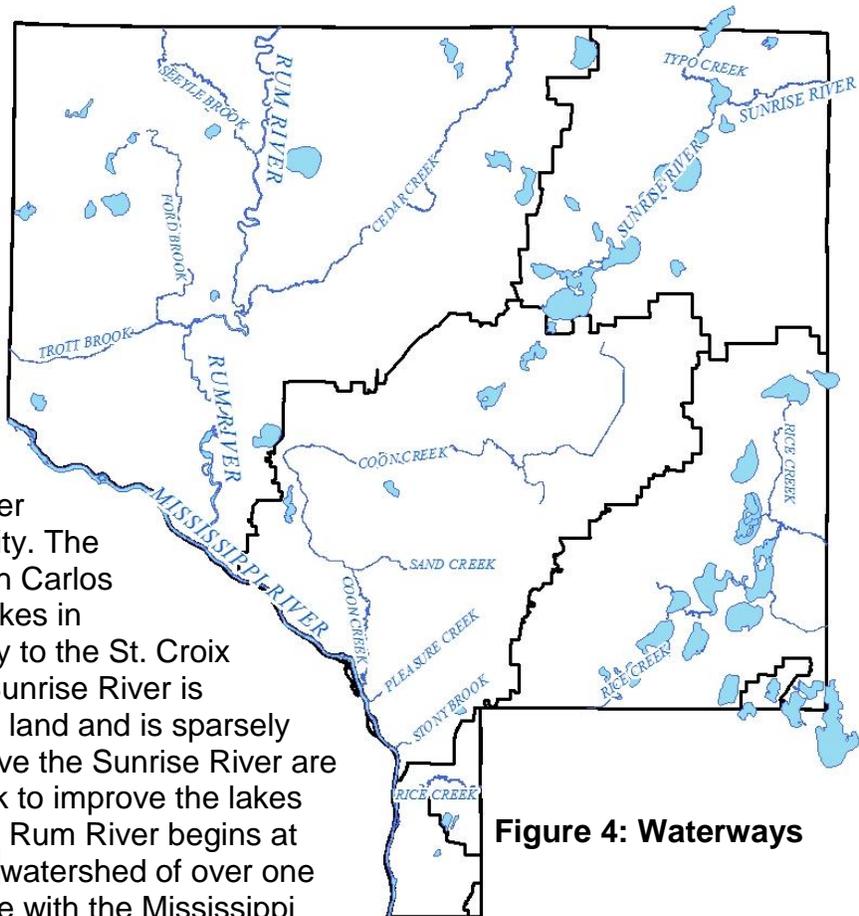
### **Streams/Rivers**

In Anoka County there are several streams and rivers that flow to the Mississippi River and one that flows to the St. Croix River. Rice Creek, Coon Creek, and the Rum River are the major water courses in Anoka County that flow to the Mississippi River, which



**Figure 3: Impaired Waters**

forms the southwestern boundary of Anoka County. Springbrook, Stonybrook and Oak Glen Creek are all small tributaries in heavily developed watersheds that flow directly into the Mississippi River. Coon Creek and Rice Creek are larger watersheds and both have well-staffed watershed districts that act as the primary water resource management entity. The Sunrise River flows through Carlos Avery WMA and several lakes in northeastern Anoka County to the St. Croix River. The watershed for Sunrise River is comprised largely of public land and is sparsely populated. Efforts to improve the Sunrise River are limited to projects that work to improve the lakes through which it flows. The Rum River begins at Lake Mille Lacs and has a watershed of over one million acres. Its confluence with the Mississippi River is in the City of Anoka.



**Figure 4: Waterways**

The Rum River and its tributaries (Cedar Creek, Trott Brook, Ford Brook, and Seelye Brook) have been identified as ACD's highest priority watershed for several reasons:

- 1) it currently has good water quality,
- 2) it provides recreational benefits including fishing, swimming, and canoeing,
- 3) its watershed comprises over one third of Anoka County,
- 4) it does not have a watershed district, and
- 5) its watershed includes areas of dense development, redevelopment and sparse development so there are many opportunities to make positive impacts in the watershed.

ACD staff also work in partnership with other governmental units in the county to manage other river and stream resources.

## Lakes

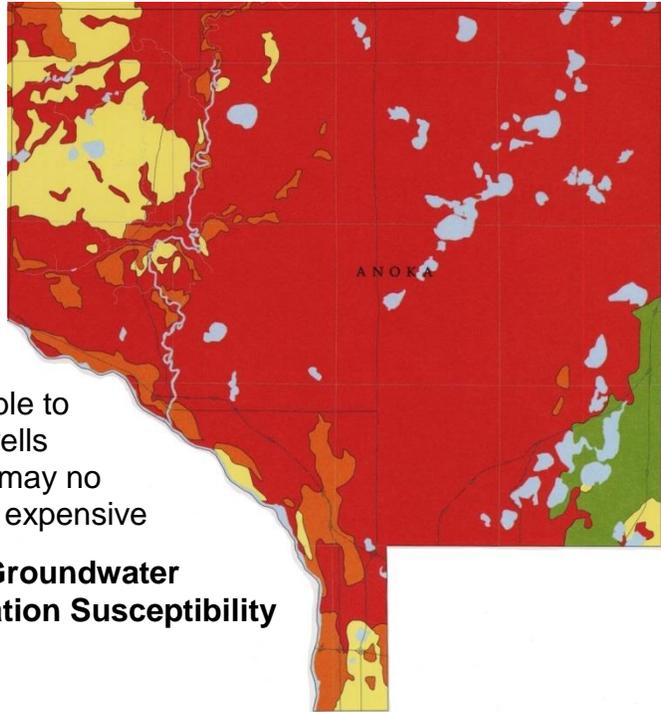
Lake water quality is typically measured using three parameters; secchi disk depth, Total Phosphorus, and Chlorophyll-a. An index of these parameters allows us to grade the quality of our lakes, as shown in the table below.

Year→	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	
Cenaiko																	B	A	A	A	B	A	A	A	A	A	A	B	B	B	B	B		
Centerville	C	C						D												C	C		C	C	A									
Coon				C					C					C			C	B	A	B	C	B		C	C	C	C							
Coon (E. Bay)				C					C	C	C		C	C	C		B	B	A	B	C	B		C	C	C	B	A	B	B	B	B	B	
Coon (W. Bay)																														A		A		
Crooked			C	C					C					B	C	B	B	B		B	B	B	B	B	B	B	B	B	B	B	B	B	A	
East Twin	B	C							B							B	A	B	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Fawn								B									A	B	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
George	A	A	A						A					B			A	B	A	A	A	A	A	A	B		B			B	B	B		
George Watch	F	D	D		D		D	D	F	D	F					F	D	F	D	D	F	D	D	F	D	F	F	D	D	D	D	D	F	
Golden					D	C	D	F	F	F	F		D			C	D	C	C	C	D	D	D	D	C	C	C	C	C	C	C	C	C	
Ham				C									A	B		A	A	B		C	C	B		B	B	B	A		B	B		A		
Highland																				D	C	D	F	F	F	F	F							
Howard									F	F	F						F	D	D															
Island			C																					B	B	C	C	B	B	C	C	C	C	
Itasca																		A	B	B														
Laddie													B	B	B			C	B	B	B	B	B	B	B		B			B		B		
Linwood	C	C							C					C			C	C	C	C	C		C	C	C	C	C	C					C	
Lochness																											A	B		B	C	C		
Martin			D														D	D	C	D	D		D	D		D	D	D					D	
Minard																																		A
East Moore	C	C	C	C	B	C	C							C			C	B	B	C	C	C	C	C										
West Moore	C	F	C	B	C	F	C													B	B	C	C	C	C									
Mud													B							B	C													
Netta																	B	C	A		B		A	A		B	B		B	A		A	A	
Peltier			D										D	F	D	D	D	D	D	D	D	F	F	D	D	D	F	D						
Pickerel																B	A	A	B	C										A	C		B	
Reshanau																											D	D	D	D	D	D	D	D
Rogers																		C	C				B		D		B	B						
Round																		B	A	B			A	B		C		C	C				A	
Sandy													D	D	D		D	D	D	D	D	F	D	D	D									D
Typo													F	F	F		F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	



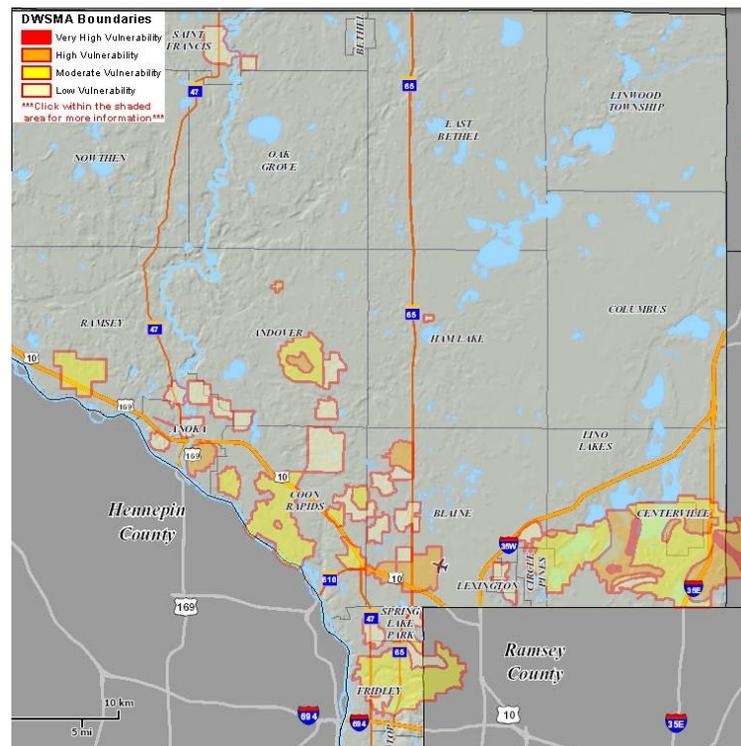
## Groundwater

In Anoka County, most residents, agriculture, and businesses rely on groundwater from either municipal or private wells for drinking water, irrigation and other uses. Groundwater supplies in Anoka County are particularly vulnerable to contamination due to the permeable sandy soils. Figure 6 prepared by the MN Geologic Survey (MGS) shows in red those areas of Anoka County that are highly susceptible to contamination. In some municipalities, wells have already become contaminated and may no longer be used for drinking water without expensive treatment. Municipalities can help protect drinking water by using landuse controls.



**Figure 6: Groundwater Contamination Susceptibility**

Protection of municipal drinking water supplies through landuse controls is enhanced by the identification and management of drinking water supply management areas (DWSMA) in two ways. First, identification of DWSMAs can enable resource managers to more quickly narrow in on a pollution source when contamination occurs. Second, DWSMA identification can enhance planning and zoning efforts to minimize the likelihood of contamination by prohibiting high risk activities in sensitive areas. Several municipalities are working together under the umbrella of the County Groundwater Protection Assessment to manage DWSMAs.



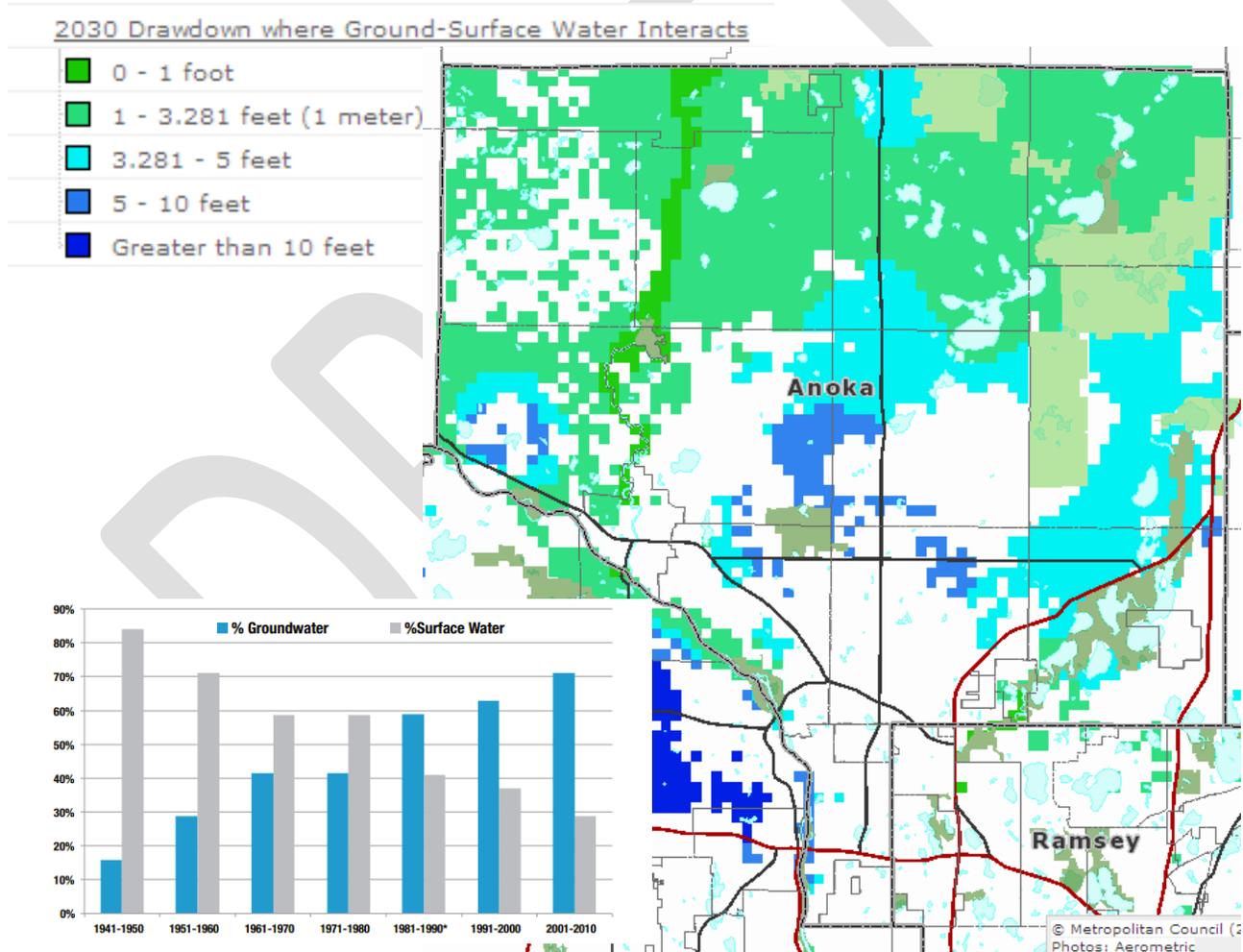
**Figure 7: Drinking Water Supply Management Areas**

## Water Quantity

Water quantity is a concern for three reasons;

- flooding can cause damage to structures and septic systems and can cause erosion,
- depleted surficial aquifers lower water tables resulting in the drainage of wetlands, reduced lake water levels, reduced stream base-flow, and stress on plant life adapted to historic water levels, and
- shortages in drinking water supplies.

The Metropolitan Council completed a study that concluded that several metropolitan communities would experience drinking water shortages between now and 2030. Figure 8 shows anticipated drawdown where groundwater and surface water is closely connected. This drawdown will dramatically impact surface water elevations.



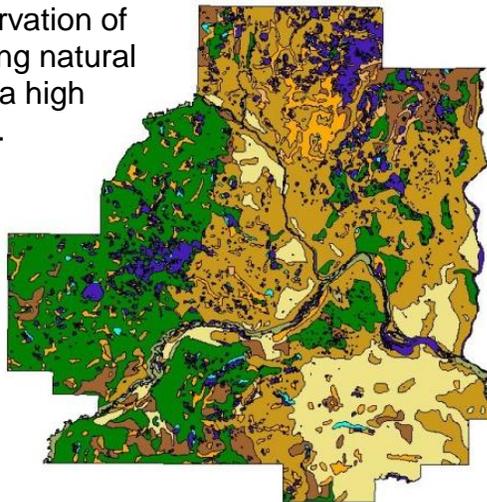
**Figure 8: Surficial Groundwater Drawdown**

## **Natural Habitats**

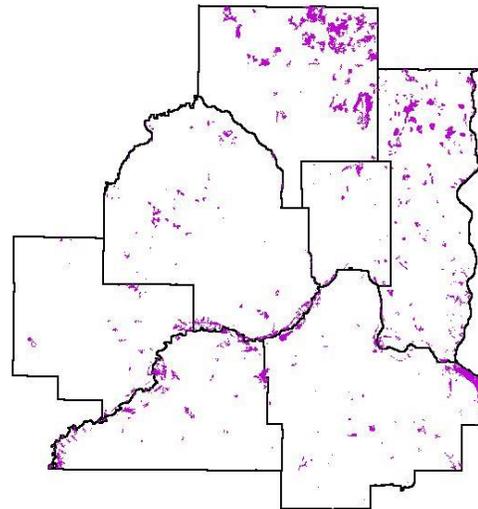
Protection and enhancement of natural habitats ranks high with Anoka Conservation District not only because having abundant wildlife improves the quality of life in Anoka County, but because it is one of the least regulated resource concerns. The lack of regulation is resulting in rapid losses of habitat and the wild flora and fauna it supports. More programs are needed to address these losses.

## ***Natural Communities***

Anoka County has the highest concentration of MN County Biological Survey mapped natural communities in the metro area. These areas are recognized as pristine ecological systems, existing today in much the same condition as they did prior to European settlement of the area. Preservation of the few remaining natural communities is a high priority for ACD. Preservation of these areas will be pursued and encouraged at the local and state levels.



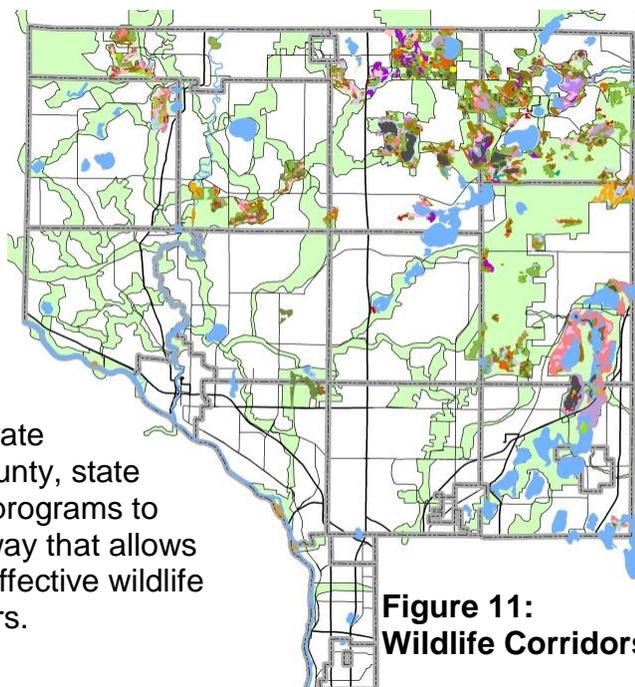
**Figure 9: Presettlement Vegetation**



**Figure 10: Remaining Natural Communities**

## ***Wildlife Connectivity***

ACD developed a wildlife corridor plan as part of the land cover inventory and greenway planning efforts completed in 2005. The corridor plan should be updated to identify parcels protected during the last decade. ACD will continue to work with private landowners and local, county, state and federal government programs to help manage lands in a way that allows open space to serve as effective wildlife habitat and travel corridors.

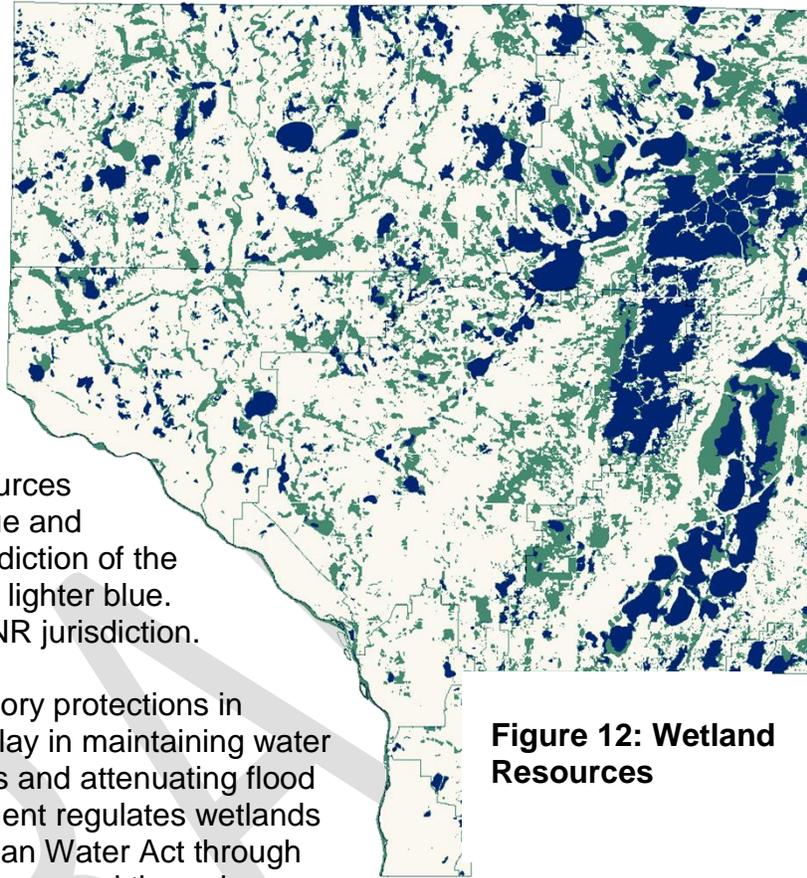


**Figure 11: Wildlife Corridors**



## **Wetlands**

Anoka County is rich in wetland resources with nearly 30% of our land area covered in wetland. Anoka County is also unique in the seven county metro area as the only county with more than 50% of its original wetland acreage intact. Figure 12 is the National Wetland Inventory and shows wetlands that fall under MN Department of Natural Resources (DNR) jurisdiction in dark blue and those that fall under the jurisdiction of the Wetland Conservation Act in lighter blue. Lakes are included under DNR jurisdiction.



**Figure 12: Wetland Resources**

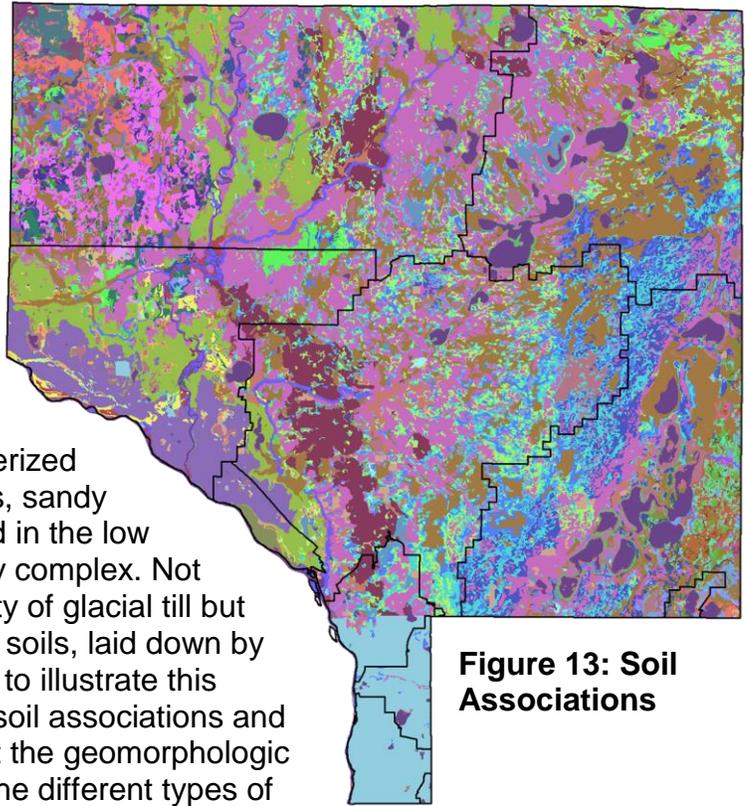
Wetlands have many regulatory protections in recognition of the role they play in maintaining water quality in our lakes and rivers and attenuating flood waters. The federal government regulates wetlands under Section 404 of the Clean Water Act through the US Army Corps of Engineers and through Swampbuster on agricultural lands. The state regulates larger, permanently ponded wetlands through the DNR and the remaining wetlands through local government units under the Wetland Conservation Act of 1991.

Wetlands provide many functions and values to Anoka County residents including water quality, flood control, wildlife habitat and open space. Utilizing wetland characteristics to assimilate nutrients, trap sediment, and attenuate flood waters can result in degradation to the wetland's ecology. It is important to balance the quality of the wetland against the benefits it can provide under active use. Wetland quality and position in the landscape are routinely considered by ACD staff when making management recommendations.

To preserve and enhance wetland functions and values in the county, the ACD supports activities which avoid direct and indirect impacts, restore wetlands for flood control and water quality treatment, provide buffer strips around wetlands basins, replace losses in the same watershed or where most needed, avoid natural community wetlands, and restore wetland plant communities for habitat.

**Soils**

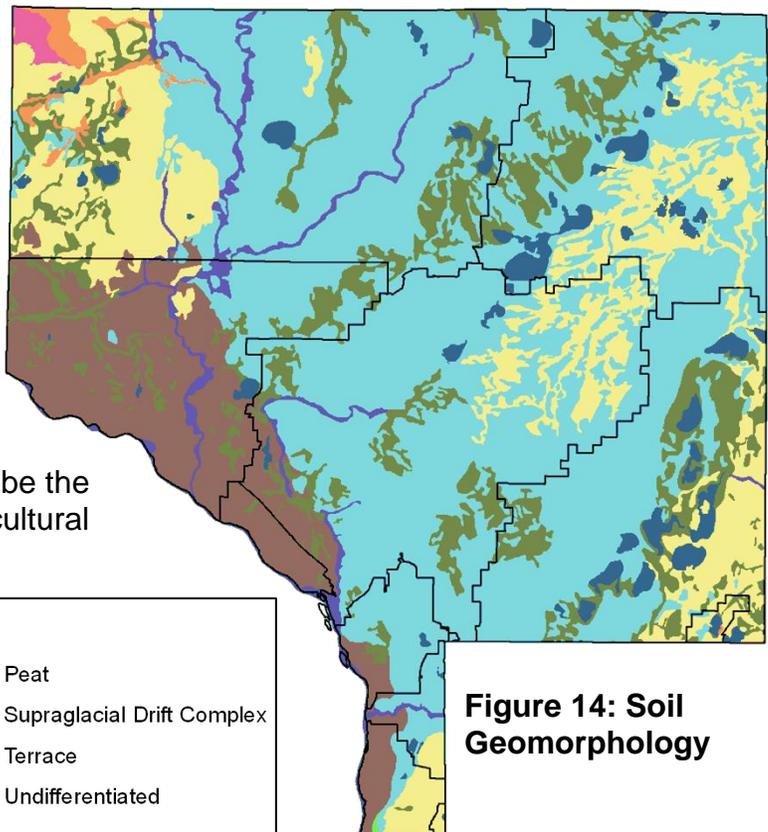
A clear understanding of soil resources is the basis of sound natural resource management. Soil characteristics influence water flow and water chemistry, determine the composition and abundance of plants that can be grown in an area, and impact the type of structures that can be built and selection of the most suitable building materials. Although Anoka County is located within the Anoka Sand Plain, which is characterized by flat topography, high water tables, sandy upland soils and expansive peatland in the low lying areas, the soils are surprisingly complex. Not only are there areas in Anoka County of glacial till but there are also large areas of alluvial soils, laid down by river systems. Figure 13 is provided to illustrate this complexity, showing the number of soil associations and is purposely not labeled. Looking at the geomorphologic types provides a simpler picture of the different types of



**Figure 13: Soil Associations**

soils in Anoka County. Resource planning and management techniques and strategies vary within these areas.

ACD helps landowners to manage soils to reduce erosion for water quality improvement and to establish and maintain desirable vegetation. While we promote sound agricultural conservation practices and soil health, we rely on the Natural Resources Conservation Service to be the primary point of contact for our agricultural producers.



**Figure 14: Soil Geomorphology**

Geomorphology Type	
	Alluvium
	Bedrock dominated
	Ice Contact
	Lacustrine
	Outwash
	Peat
	Supraglacial Drift Complex
	Terrace
	Undifferentiated

## Existing Resource Management Efforts

Managing Anoka County's water, soil, plant and animal resources to ensure long-term sustainability requires an array of programs and services. The following summarizes the efforts of ACD over the last decade. Many of these programs are routine and will be continued while other programs come and go with the changing needs and opportunities in the county. Generally, ACD programs fall into the following categories; monitoring, inventory, analysis, planning, land protection, technical assistance, financial assistance, administrative assistance, product sales and equipment rental, education, and general ACD operations.

### Monitoring

In order to focus limited financial and technical resources it is important to continually monitor resource quality, quantity and distribution. ACD's extensive water quality and hydrology monitoring program coupled with inventories and diagnostic studies ensure that we are focusing our efforts where they will do the most good. The figure to the right shows 2013 monitoring sites.

ACD conducts routine biological monitoring and chemical monitoring in select areas throughout the watersheds in the county and does special diagnostic studies under

contract with water management entities. We have conducted Total Maximum Daily Load (TMDL) studies for two lakes and anticipate working with MPCA to complete more. As of 2014 we were actively engaged in work on three Watershed Restoration and Protection Strategies (WRAPS): Rum River, Coon Creek and Sunrise River.

**Lake Water Quality** – ACD monitors water quality of most recreational lakes in the county. Initially we monitored all lakes frequently. Now that a baseline of data exists, monitoring is most frequent (every 1-3 yrs) on those lakes with suspected problems, new stresses, or ongoing management. Other lakes are monitored less frequently (every 3-4 yrs).

**Stream Quality** – A variable number of streams are monitored each year, typically 5-10 sites. Monitoring is done for problem detection and diagnosis of known problems, including TMDL studies. In recent years, stream water quality monitoring has tripled (22

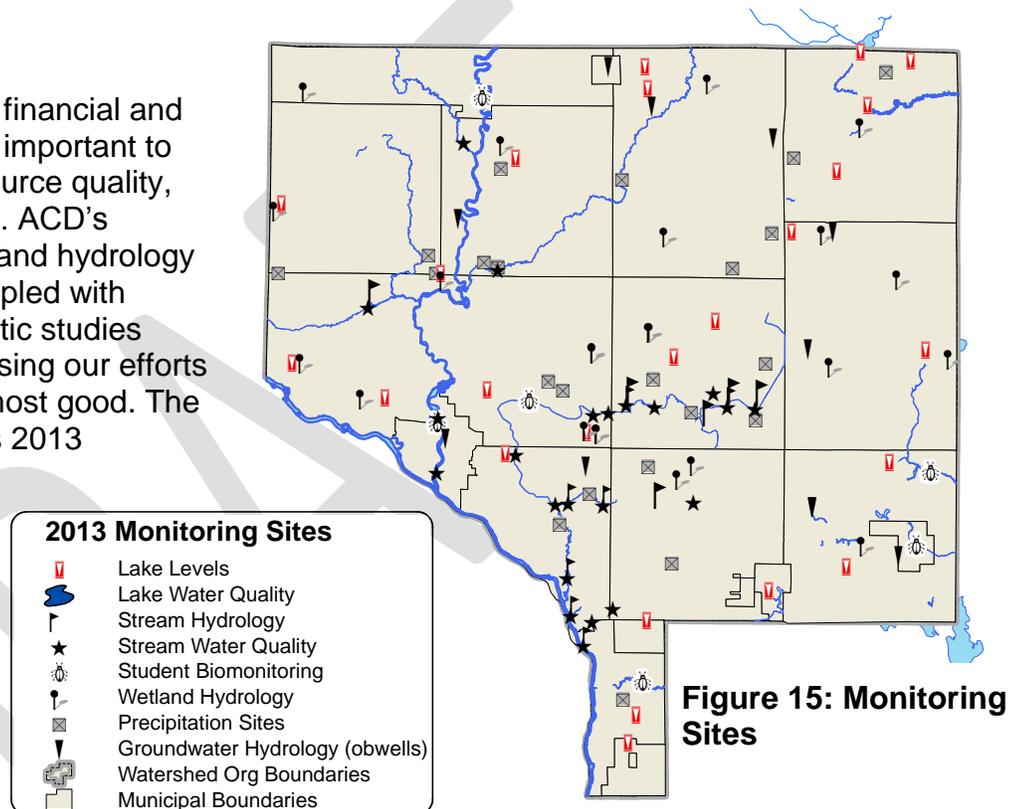


Figure 15: Monitoring Sites

sites in 2013) to accommodate the diagnostic needs of the Rum River and Coon Creek WRAPS reports.

***Biomonitoring of Streams*** – The stream biological monitoring program is both an educational program and a stream health assessment tool. The biomonitoring program relies upon students, with guidance from their teachers, to conduct the sampling and rudimentary sample sorting as part of their high school ecology curriculum. The program uses benthic (bottom dwelling) macroinvertebrates to determine stream health. Because of their extended exposure to stream conditions and sensitivity to habitat and water quality, benthic macroinvertebrates can serve as good indicators of stream health. Each year there are approximately 500 students from six high schools who monitor six sites under ACD supervision.

***Rum River Watershed Outlet Monitoring Program*** – ACD operates the Metropolitan Council's water quality and quantity monitoring station in the City of Anoka on the Rum River.

***Lake Level*** – Volunteers monitor water levels in 22 lakes. ACD coordinates this effort by installing and surveying lake gauges, providing datasheets, quality checking data, and submitting data to the DNR for their website.

***Stream Hydrology/Discharge*** – A variable number of streams each year have continuous water level monitoring devices. Formerly we monitored 8-12 sites but have reduced that to 6 sites due to a lack of funds. This monitoring is often paired with water quality studies so pollutant loading calculations and modeling can be done.

***Reference Wetland*** – Wetland regulations often focus on determining whether an area is or isn't a wetland. This is difficult at times because most wetlands are not continually wet. In order to facilitate fair, accurate wetland determinations the ACD monitors 18 wetlands throughout the county that serve as a reference of conditions. Electronic monitoring wells are used to measure subsurface water levels at the wetland edge every four hours up to a depth of 40 inches. This hydrologic information, along with examination of the vegetation and soils, aids in accurate wetland determinations and delineations. These reference wetlands represent several wetland types. Some have been monitored for 15+ years.

***Observation Well*** - The DNR and ACD are interested in understanding Minnesota's groundwater quantity and flow. The DNR maintains a network of groundwater observation wells across the state. ACD is contracted to take monthly water level readings at 15 wells in Anoka County from March through December. The DNR incorporates these data into a statewide database that aids in groundwater trend mapping.

***Rain Gauge Network*** – Precipitation can be quite variable across the county. In order to obtain accurate data to pair with other hydrological monitoring programs ACD manages a network of 6 datalogging rain gauges and 15 manual gauges operated by volunteers.

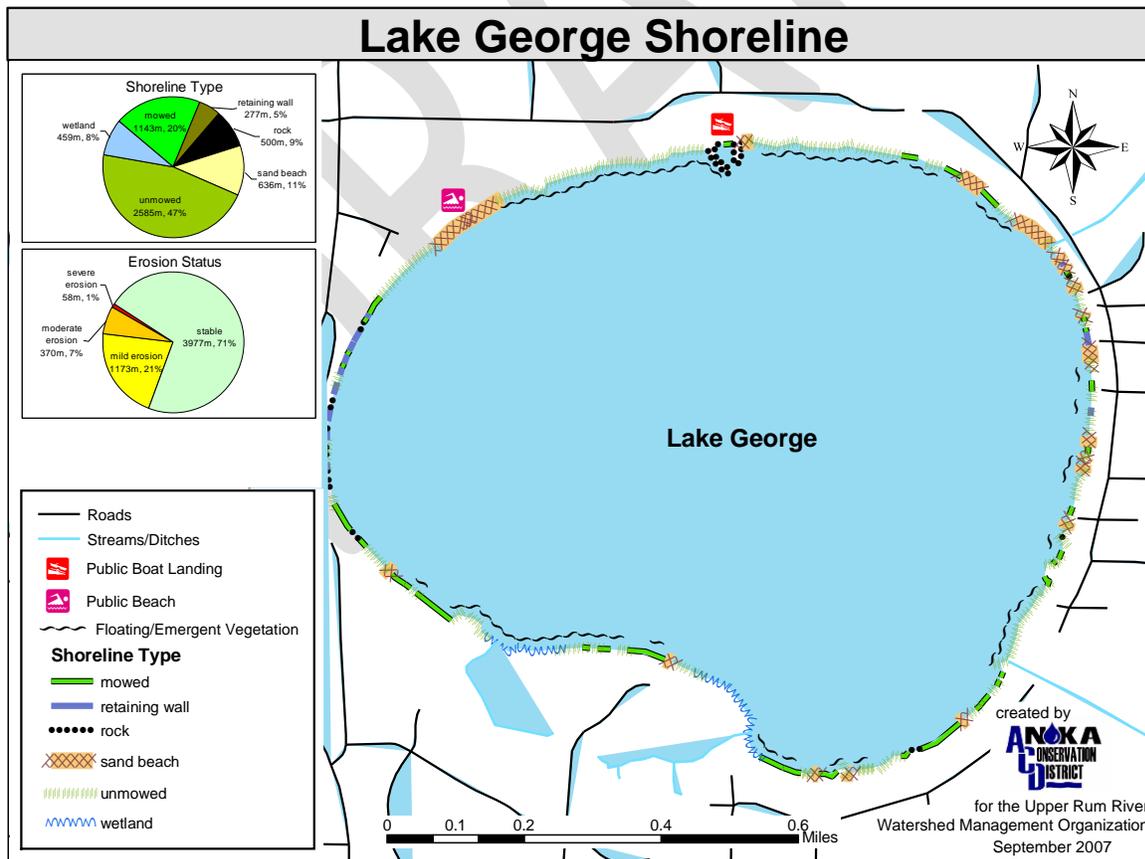
## **Inventory**

Resource inventories are just as important as monitoring. Inventories provide resource information essential to the development of successful conservation projects. ACD is

equipped to complete a variety of inventory projects, having many years of aerial photos, GPS equipment, GIS software and the expertise to use them. We engage in some routine inventories and updates while also tackling periodic 'once in a career' efforts like the geologic atlas.

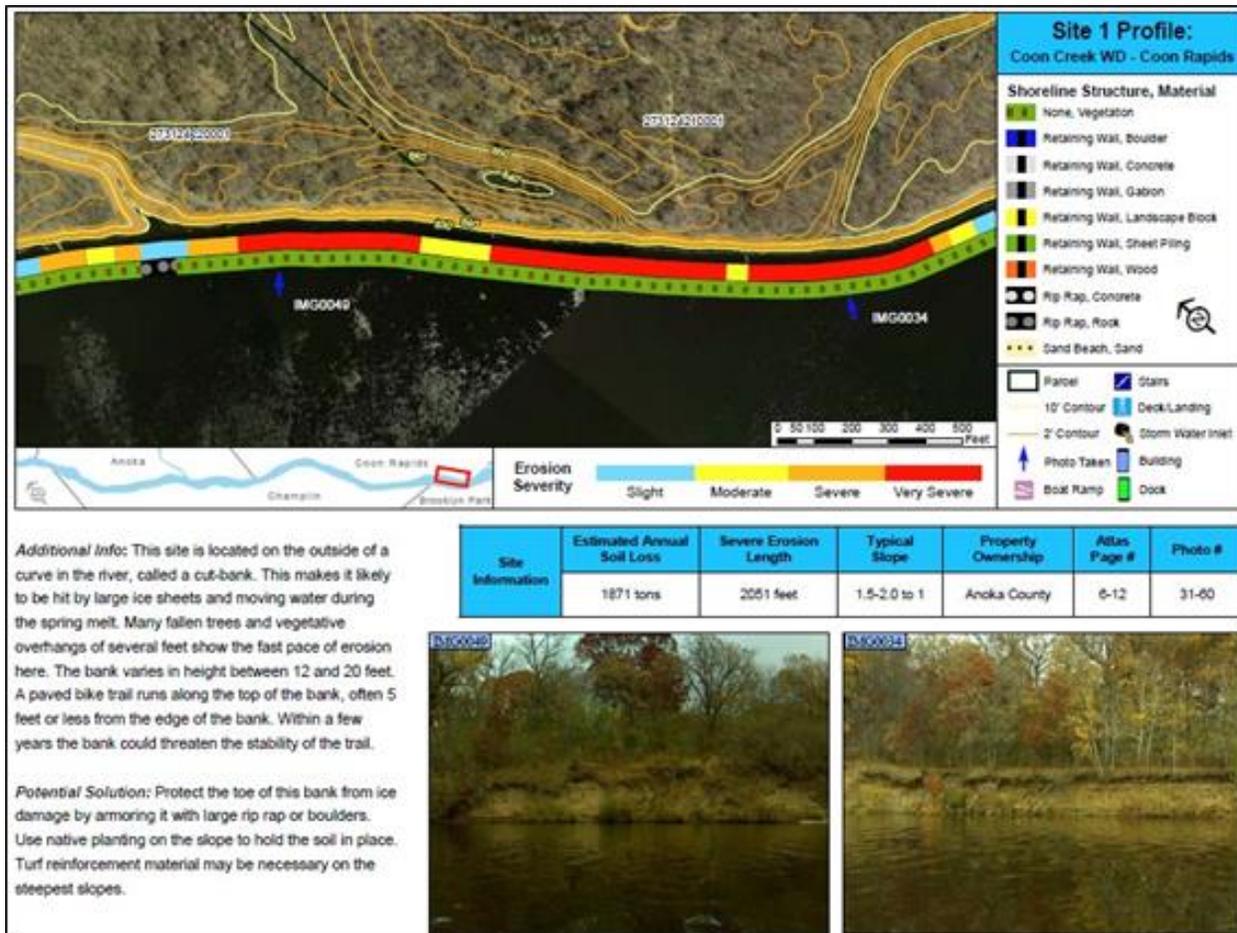
**Geologic Atlas** – ACD staff facilitated the collection of sufficient local matching funds from each of the water management organizations and watershed districts in the county to partner with the MN Geologic Survey to have a geologic atlas completed for Anoka County. ACD hired and oversaw seasonal staff who identified the location of 10,000 wells in the county. These data were provided to the MN Geologic Survey. The geologic element was completed and made available in 2013. The hydrogeologic component is underway and is anticipated in 2015 or 2016. Upon completion, ACD will actively train local resource management partners on its features and how to use it for decision making.

**Shoreline** – ACD conducts shoreline inventories on priority water bodies in partnership with water management organizations, watershed districts and lake associations. During the inventory process the condition of the shoreline is documented to identify erosion and adjacent land management practices. In recent years we have added an erosion estimation element to facilitate project identification and ranking for promotion efforts. Sites with the greatest estimated erosion are prioritized for outreach and funding. Figure 16 is of Lake George. Similar inventories have been completed for the majority of recreational lakes in the county.



**Figure 16: Lakeshore Erosion Inventory Example**

**Riverbank** – ACD conducts riverbank condition inventories under contract with local and state partners. Inventories combine erosion length, bank height, and estimates of lateral recession rates to calculate annual soil loss. These data are used to seek funding and rank projects for technical and financial assistance. In 2012 ACD staff completed an inventory of riverbank condition on an eight mile stretch of the Mississippi River upstream of the Coon Rapids Dam. The inventory identified 8 sites totaling 3600 linear feet that were categorized as severely to very severely eroding. Figure 17 shows a site profile that was completed as part of the Mississippi River inventory.

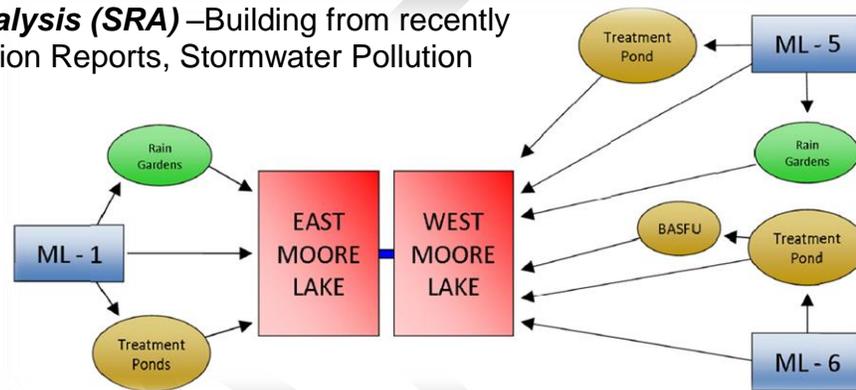


**Figure 17: Riverbank Inventory Example**

## Analysis

**Water Resource Diagnostics/ TMDLs/ WRAPS** – ACD staff work with other state and local agencies to investigate water resources problems such as water quality impairments and hydrological problems. Over the years we have completed diagnostic studies on several tributaries to the Rum River as well as Sand Creek and Pleasure Creek. We completed a TMDL for Typo and Martin Lakes and are currently the lead agency working on the Rum River Watershed Restoration and Protection Strategy (WRAPS), which covers the entire Rum River watershed from Mille Lacs lake to the confluence with the Mississippi River in the City of Anoka. We are also assisting with WRAPS in the Sunrise River and Coon Creek watersheds.

**Stormwater Retrofit Analysis (SRA)** – Building from recently completed Non-Degradation Reports, Stormwater Pollution Prevention Plans and TMDLs, ACD partners with local funding sources to complete subwatershed analyses for priority water bodies. These analyses involve constructing a water quality model of a watershed and then



**Figure 18: Watershed Model Flowpath Example**

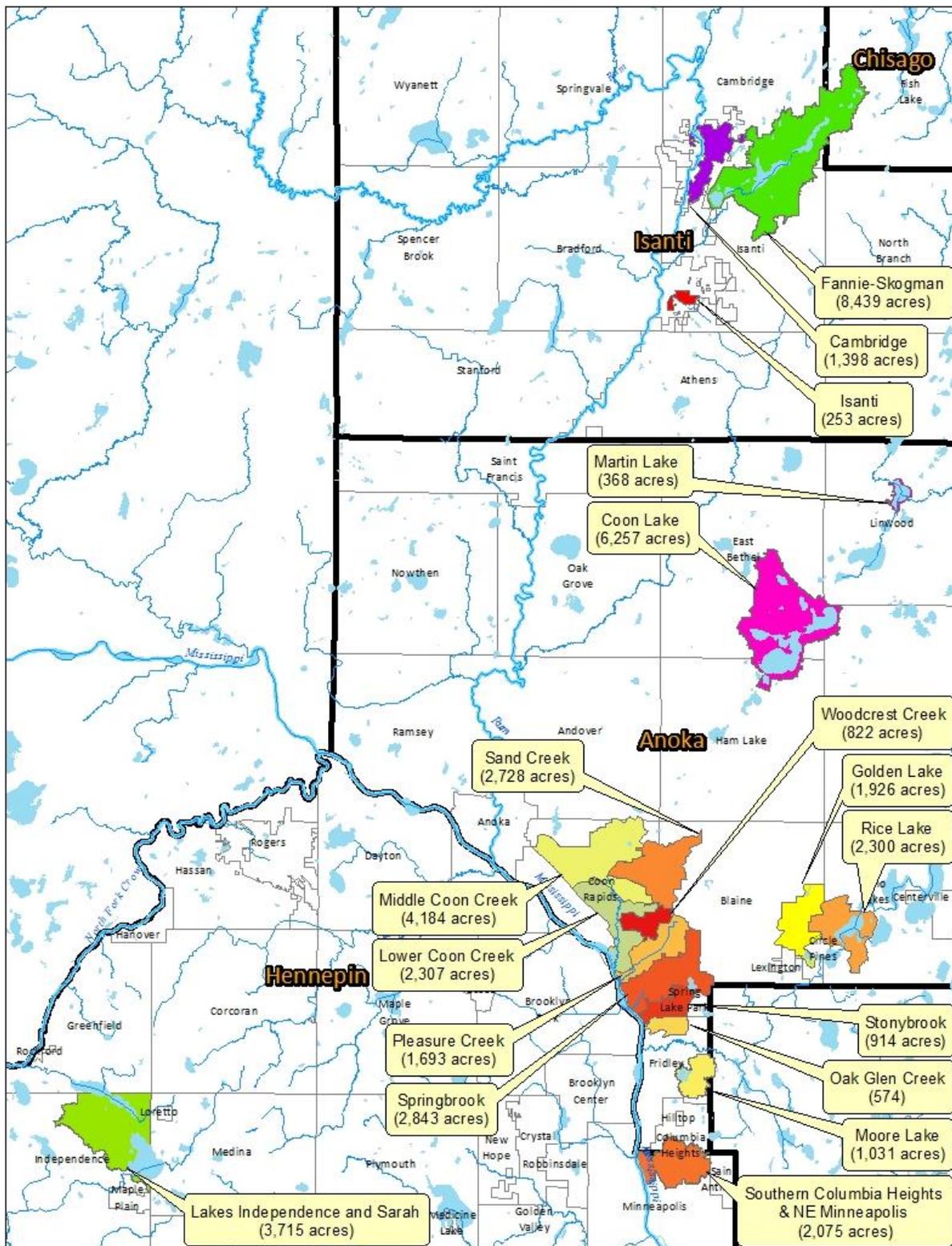
adding water quality improvement BMPs to the model to determine their efficacy at improving water quality in the target water body. Specific practices with pollutant load reduction estimates and installation, operation and maintenance cost estimates are provided, enabling partners to select and budget for the installation of the most cost-effective practices. This approach was initiated through the Landscape Restoration Program developed by ACD and has since been implemented throughout the Twin Cities Metro Area and beyond. SRA identified projects have attracted millions in grant funding. ACD is committed to refining the SRA process and staff have become experts in the use of WINSLAMM and SWAT modeling applications used for urban and rural SRAs respectively.

Since 2009 ACD staff have completed



**Figure 19: BMP Opportunities Map Example**

14 analyses with several more in progress. Funding from the Clean Water Fund through the Metro Conservation Districts (MCD) was used to fund all or part of several of the analyses.



**Figure 20: Stormwater Retrofit Analyses**

**Table 8: Stormwater Retrofit Analyses**

<b>Analysis</b>	<b>County</b>	<b>Complete (yr)</b>	<b>Partner</b>
Sand Creek	Anoka	2009	Coon Creek Watershed District / MCD
Rice Lake	Anoka	2009	Rice Creek Watershed District / MCD
City of Cambridge	Isanti	2010	City of Cambridge / MCD
Woodcrest Creek	Anoka	2010	Coon Creek Watershed District / MCD
City of Isanti	Isanti	2011	City of Isanti /MCD
Golden Lake	Anoka	2011	Rice Creek Watershed District / MCD
Martin Lake	Anoka	2011	Sunrise River WMO / MCD
Oak Glen Creek	Anoka	2012	City of Fridley
Lower Coon Creek	Anoka	2012	Coon Creek Watershed District
Moore Lake	Anoka	2013	Rice Creek Watershed District / MCD
Lake Sarah & Independence	Hennepin	2014	Hennepin SWCD/ City of Independence / MCD
Coon Lake	Anoka	2014	Sunrise River WMO
Fannie Skogman Lakes	Isanti	2014	Isanti SWCD / MCD
South Columbia Heights/ North Minneapolis	Anoka/ Hennepin	2014	Mississippi River WMO / MCD
Pleasure Creek	Anoka	In progress	Coon Creek Watershed District / MCD
Stonybrook	Anoka	In progress	Coon Creek Watershed District
Springbrook	Anoka	In progress	Coon Creek Watershed District
Middle Coon Creek	Anoka	In progress	Coon Creek Watershed District

**Table 9: Plat Reviews**

**Plat Reviews** – ACD staff review development proposals in several municipalities and provide comments from a natural resource perspective. In reviewing the development proposal, we provide an assessment of how the development can have the least impact on natural resources while still meeting the community’s growth needs and the developer’s financial needs. We approach it with the attitude that development is not bad, but it can be done poorly. Municipalities incorporate ACD’s comments at their discretion.

Being involved in the development review process enables ACD staff to make progress on several high priority resource problem areas. This process would be significantly enhanced if ACD were to become involved at the sketch plan phase and if more cities utilized the service. We

<b>Year</b>	<b>Plats Reviewed</b>	<b>Total Lots</b>	<b>Total Acres</b>
1992	15	222	736
1993	29	542	1694
1994	24	397	1163
1995	34	645	2203
1996	15	216	1006
1997	17	184	626
1998	8	75	362
1999	9	116	496
2000	15	208	858
2001	12	92	489
2002	17	562	1171
2003	18	186	865
2004	23	483	1866
2005	15	157	859
2006	12	90	659
2007	3	39	216
2008	1	7	25
2009-12	0	0	0
2013	3	46	53

also intend to add water quality modeling as an element of the review process. Additionally, planning and zoning commission members should receive copies of ACD's comments directly and ACD staff should offer to attend P&Z meetings for higher priority development proposals.

## **Planning**

**Water Management** – ACD staff assist water management organizations with updates or supplements to their water management plans. We also help develop annual plans of work to ensure progress is made toward the goals outlined in their water management plans. ACD completed updates to the Sunrise River Watershed Management Organization's plan and facilitated a technical advisory committee for the Upper Rum River Watershed Management Organization that developed wetland and stormwater management standards, amended them to the WMO Plan and incorporated them into member city ordinances and control measures.

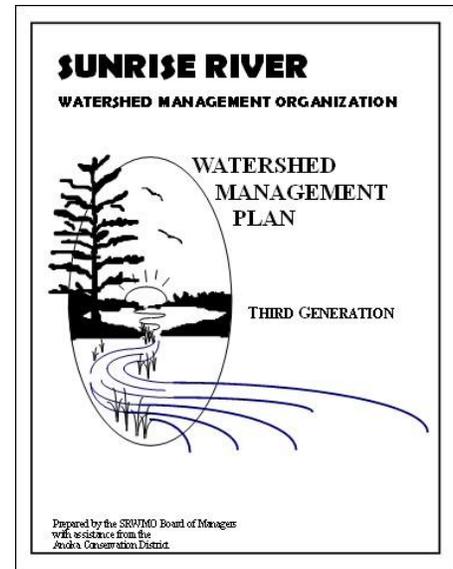
ACD is actively engaged with partners to implement a wide range of elements of three Watershed Restoration and Protection Strategy reports (WRAPS) in the Sunrise River, Rum River, and Coon Creek watersheds. WRAPS reports are comprehensive watershed analyses that are being used instead of water body specific TMDLs.

**Groundwater Sustainability** – The supply of sustainable drinking water in the Twin Cities Metro Area has emerged as a pressing concern. Model studies by Met Council predict shortages in some communities by 2030. The Governor appointed ACD's Water Resource Specialist to serve on the Metropolitan Water Supply Advisory Committee to help develop strategies to address this. The 2012 drought punctuated the concern about diminishing groundwater as lake levels in the Metro area dramatically dropped and the connection between surface waters and groundwater was implicated. Ultimately it will be important to implement changes on the ground to promote conservation and recharge. ACD is committed to being an active part of the solution.

**Open Space** – ACD has provided several municipalities with planning assistance to encourage the protection of open space during the development process. Nowthen, Andover, East Bethel, Ham Lake and Linwood all benefited from this effort. This was made possible with funding from the Legislative Citizens Commissions on Minnesota Resources. Staffing to continue this service is no longer available. ACD will continue to encourage open space protection as part of the development review process.

## **Land Protection**

Preservation of parcels that are of particular importance for wildlife habitat is a high priority. Efforts to preserve land should be limited to parcels that fall within the identified wildlife corridor network, notwithstanding modifications to the corridor plan. With passage of the Clean Water, Land, and Legacy constitutional amendment, substantially



more funds are available than were available during our promotional efforts in the past. Land protection promotion should be renewed with consideration of current funding options.

**Conservation Easements** – ACD holds conservation easements on three properties in Anoka County; a 65 acre parcel in the City of Nowthen that is being restored to prairie and savanna, a 200 acre parcel owned by the City of Anoka along the Rum River, and 45 acres on the south shore of Deer Lake in East Bethel.

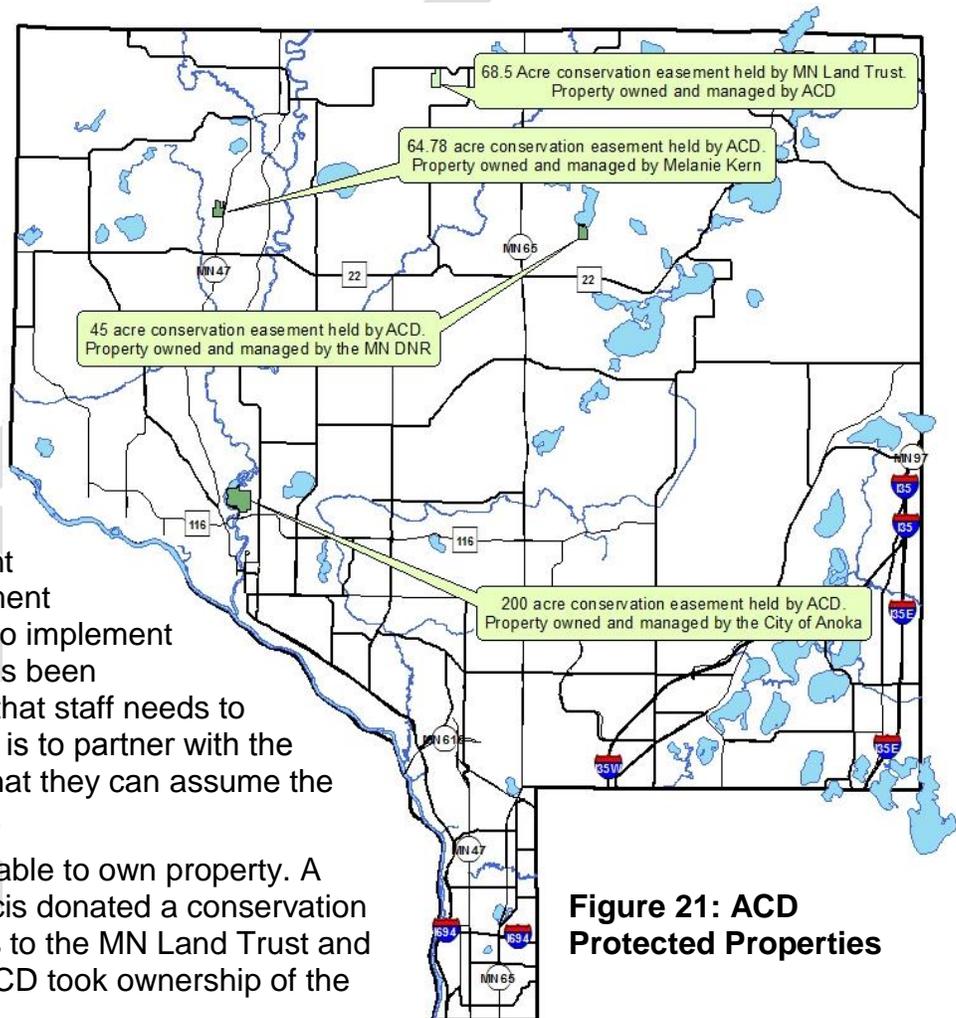
Technical and administrative assistance is provided to landowners interested in donating a conservation easement. Preparation of easement documents and natural resource management plans can be very time consuming and expensive to contract for in the private sector.

This expense can be a large deterrent to interested landowners.

Once easements are established, annual inspections and meetings with the landowner are important to ensure that there are no easement violations and that progress is being made on approved management plans. A lack of easement maintenance funding to implement management plans has been identified as an issue that staff needs to address. ACD's policy is to partner with the local municipality so that they can assume the enforcement authority.

**Ownership** – ACD is able to own property. A landowner in St. Francis donated a conservation easement on 70 acres to the MN Land Trust and the fee title to ACD. ACD took ownership of the property in 2011.

**Conservation Development** – Land protection will be encouraged during the development review process when the development is located on an identified wildlife corridor. Local government units have broad authorities to help preserve high priority parcels during the development process. Continuing to work with them to develop plans and procedures to facilitate this will remain a strategy of the ACD.



**Figure 21: ACD Protected Properties**

**Recommendation for County** – ACD is requested by the Anoka County Board of Commissioners to comment on the resource limitations and suitability for conservation purposes whenever a proposal by the state to purchase land is submitted. ACD reviews each project objectively and recommends only those sites with outstanding resource value either by virtue of location, size or ecological characteristics, be protected through purchase by the state.

**Technical Assistance**

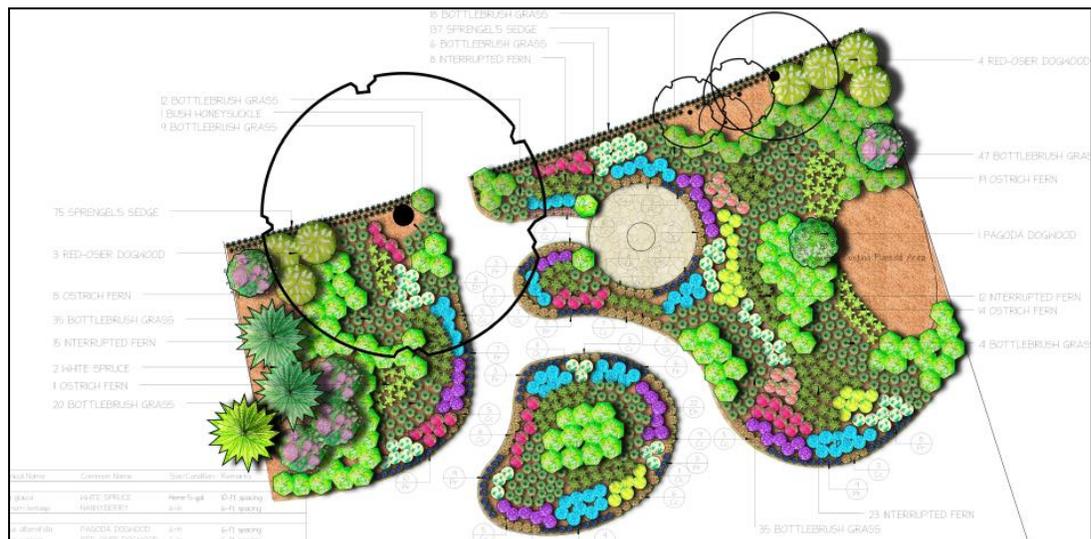
While monitoring, inventory, analysis, and planning are important, they achieve nothing unless they result in changes in practices on the ground to improve natural resource quality, quantity and distribution. ACD provides direct technical assistance to facilitate conservation practice implementation.

**Water Quality Practices**

Consultation with landowners is the first step. The ACD meets with landowners to provide advice about water quality improvement projects. The discussions include consideration of landowner goals, site characteristics, site limitations, and available financial assistance that may exist. Generally, the types of projects discussed include rain gardens, lakeshore restorations, and erosion correction. Most site consultations include one hour of preparation, one hour on-site, and one hour of follow-up.

Project planning and design may follow the site consultation. While planning and design components will vary by project, this service generally includes a drawing set of existing conditions,

construction design plans, planting plan, and cross sections as appropriate. A detailed estimate of labor and materials is also included.



The size and complexity of the project will influence assessment and design time. If project scope or complexity is beyond the capacity of ACD staff and requires the services of a professional engineer, ACD can request funding from the Metro Conservation Districts to assist with the cost, but an increase in landowner fees may be necessary. Landowners may be charged a design escrow to cover the engineering fees. If the project moves forward to installation, the escrow is applied toward the cost of construction. If a construction bid is received that is within 10% of the original construction estimate and the landowner chooses not to pursue the project, the escrow may be used to reimburse ACD for the cost of engineering. This process is designed to

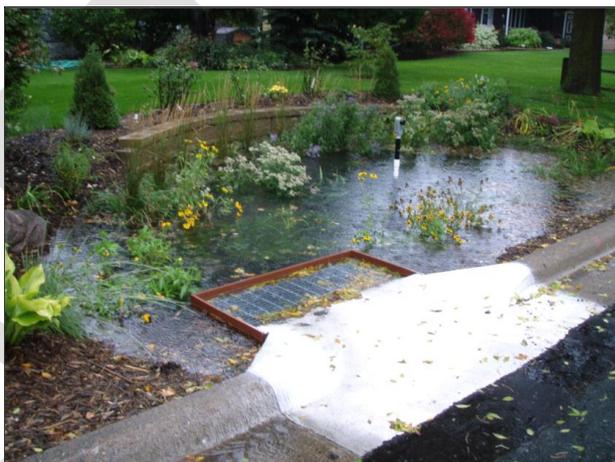
limit the amount of speculative technical assistance that does not result in a conservation projects.

Installation oversight is crucial, and a service the ACD highly recommends. This includes a preconstruction meeting with the contractor, landowner and permitting authorities along with periodic inspections of the work progress and a final inspection upon completion of the project to ensure proper installation.

Post construction inspections ensure the project is functioning as intended and properly maintained. The number of inspections varies greatly depending on the nature of the project and environmental conditions that could influence its success such as drought or flooding.

Project types most often considered include:

*Curb cut rain gardens* are used in residential and commercial neighborhoods with storm sewer curb and gutter, and are designed to intercept and infiltrate rain water from roadways. Rain Guardian™ pretreatment chambers designed and patented by ACD make maintenance much easier and improve rain garden function.



*Rain leader disconnect rain gardens* are used on residential and commercial lots with storm sewer curb and gutter, and are designed to intercept and infiltrate rain water from roof tops, driveways, sidewalks and other impervious surfaces. These can be useful in circumstances where curb cut rain gardens are not practical due to sidewalks, trees and utilities.

*Lakeshore and riparian plantings* involve the establishment of deep rooted native perennial grasses, sedges, wildflowers and/or trees and shrubs above the normal water level with little or no grading.



*Lakeshore restoration* involves the establishment of deep rooted native perennial grasses, sedges, wildflowers and/or trees and shrubs including the shallow aquatic zone, transitional zone and upland with little or no grading.

*Lakeshore and streambank stabilization* includes the treatment of active erosion utilizing bioengineering and/or hard armoring often in combination with a shoreline restoration or buffer planting and typically involves some grading.

*Treatment pond modification* may also be recommended. ACD will typically call upon the expertise of a consulting engineer if this practice is being considered.

*Iron enhanced sand filters* may also be recommended to capture dissolved phosphorus discharging for new or existing stormwater treatment ponds. ACD will typically call upon the expertise of a consulting engineer if this practice is being considered.

Campus retrofits are larger scale projects such as school grounds, churches, municipal building and business complexes that may include several different practices noted above.

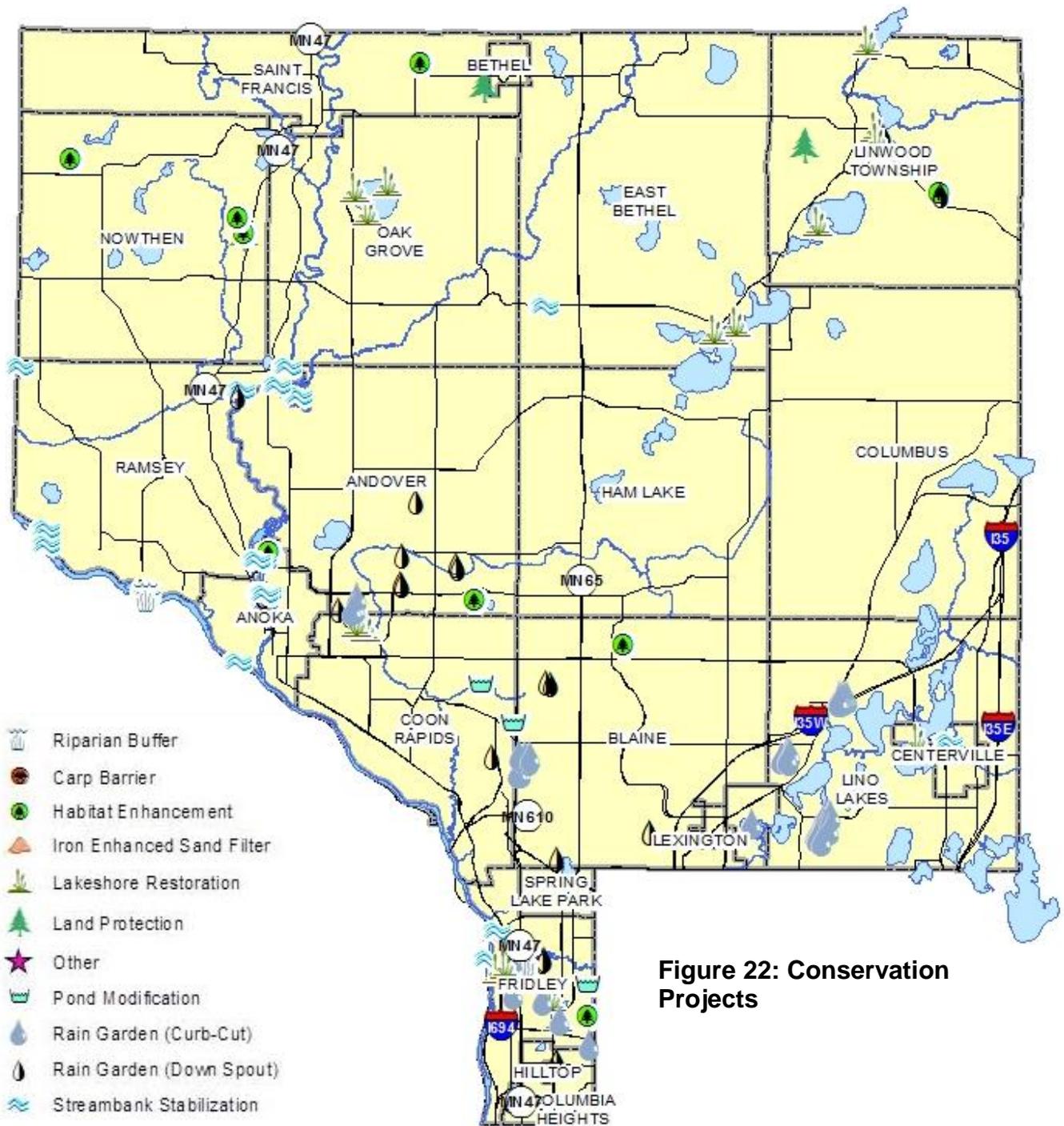
**Habitat Improvement** – Just as many water quality improvement practices are a benefit to wildlife, many habitat improvement practices also improve water quality, water conservation, flood control and other resource concerns. Including the following services under habitat improvement does not imply that is the only benefit.

Ecosystem restoration varies in scale and type, from 2 acres to 200 acres or more and can involve the restoration of a single ecosystem such as a prairie, savanna, woodland or wetland, or a complex of interconnected ecosystems. Larger scale projects are typical of publicly held lands. Most projects on private property are less than 20 acres in size. Working with landowners to enhance the wildlife value of their property will continue to be a service of the ACD. Ecosystem restoration and enhancement will be done by providing both technical and financial assistance utilizing funding sources such as Wildlife Habitat Improvement Program, Environmental Quality Incentives Program, Conservation Partners Grants, Lessard-Sams Outdoor Heritage Council, and Legislative Citizens Commission on Minnesota Resources.

Backyard habitat refers to projects less than an acre in size. Backyard habitat enhancement projects focus on attracting wildlife by providing food, water, and shelter but not in a way that could be considered an ecological restoration. Plans vary based upon the wildlife the landowner wishes to attract but can include butterfly gardens, bird houses and feeders, plantings of both native and non-native species (although native species are encouraged) to provide food and shelter, rock and brush piles, and water features.

Invasive species control is often a first step toward ecosystem restoration. The control of invasive species such as Common and Glossy Buckthorn, Tartarian Honeysuckle, Garlic Mustard, Purple Loosestrife, Reed Canary Grass, Spotted Knapweed and several thistle species must be achieved in order to begin the process of reintroducing desirable native species. In some cases it is the only activity needed to preserve an otherwise high quality ecosystem. ACD has undertaken a “buckthorn clean sweep” project, where sparse buckthorn infestations in our highest quality natural areas are being eradicated. Past efforts treated over 1,000 acres in this way and a project to complete an additional 450 acres is planned for 2014-2016. ACD will pursue funding to continue this effort and dedicate some staff and financial resources in October and November of each year regardless of outside funding to ensure continuity in this program.





**Figure 22: Conservation Projects**

**Wetlands** – Most of the work done by ACD related to wetlands is due to the Wetland Conservation Act of 1991 (WCA). Some activities are mandated while others are offered to help landowners cope with the complexity of wetland regulation. A full time Wetland Specialist is employed to meet the workload demands of this area.

Since the inception of the WCA, wetland losses have decreased dramatically. ACD staff has helped to better educate Local Government Unit (LGU) employees, officials,

and residents on the value of wetlands and how to determine if an area is a wetland. ACD is the clearinghouse for information and answers to most WCA related questions.

Funding for staff to assist with the WCA is challenging as state funds must be matched dollar for dollar and conservation districts do not have the means to garner those funds.

WCA compliance can be challenging to those residents undertaking projects who have never dealt with the WCA in the past. ACD helps residents understand how the WCA impacts their project and provides them with the resources necessary to develop a compliant project proposal. ACD also serves as a quality control mechanism to ensure LGUs are fulfilling their obligations under the law. ACD encourages LGUs to utilize escrows and deed restrictions to achieve compliance.

WCA enforcement is one area with the WCA that conservation districts are exclusively mandated to handle. Cases can become extremely prolonged when landowners refuse to voluntarily comply with restoration or replacement orders. While the expense can be charged back to the violator, collecting on those invoices is unlikely. For a few years, a BWSR grant program enabled ACD to enhance efforts to enforce the WCA by directing more staff time toward the resolution of violations.

Delineation of wetlands according to the 1987 US Army Corps of Engineers Manual for Identifying and Delineating Wetlands is an essential skill in enforcing the WCA. ACD periodically provides wetland delineation services for small projects. This helps to maintain the delineation skills of staff, which is critical for the effective implementation of quality control measures for WCA compliance. It also provides residents with a reasonably priced service for very small sites.

Monitoring of replacement wetlands and tracking of replacement wetland monitoring requirements for LGUs are two tasks completed by the ACD Wetland Specialist.

**Conservation Plans** – Property level conservation plans are important components of many programs. ACD develops conservation plans at many scales with variable natural resource focus areas.

Water appropriations conservation plans are required for most Minnesota Department of Natural Resources water appropriations permits. They are to be developed with, and approved by, the soil and water conservation district. Most often, these plans are similar to water conservation plans already developed for other projects. However, some customizing is always necessary.

Conservation easement management plans are required whenever public funds are expended to secure a conservation easement. ACD prepares plans that outline how the property's soil, water and biota will be managed to maintain and improve the ecological functions of the property.

Groundwater use audits are a concept similar to home energy audits but are aimed at looking for ways to reduce consumption of groundwater as well as increasing infiltration. ACD will seek funds to develop and implement groundwater use audits.

### **Financial Assistance**

**Project Cost Share** – Financial assistance in the form of project cost share grants is sometimes available along with our technical services to encourage projects on private

lands that will have public benefits of water quality or wildlife habitat. There are several potential sources of funding and ACD works with landowners to help coordinate the application process. Grants, funded mostly by partner agencies but administered by ACD, typically provide 50-75% cost share on materials. Increased funding commitments from WMOs will be sought to increase conservation practice installations.

Watershed Districts and WMOs have cost share funding available for water quality improvement and demonstration projects. ACD partners with Rice Creek Watershed District to administer RCWD's cost share program. Through this partnership, ACD meets with landowners to discuss potential resource management strategies, assists with the development of practice designs and cost estimates, coordinates cost share requests with funding sources, and oversees project installation. RCWD provides the bulk of the cost share funds and ACD and RCWD work together to promote and prioritize project activities. ACD administers small project cost share grants for the Sunrise River, Upper Rum River and Lower Rum River WMOs. Coon Creek Watershed District directly engages in project installation and contracts with ACD to promote projects with landowners and attend to all of the necessary administrative details up to the construction process. CCWD pays for all of the construction costs and currently does not have a cost share program for non-target projects.

ACD Conservation funding is currently not at the programmatic level but as funds from the nation-wide sale of ACD's Rain Guardian increase, we will be able to direct a portion of the county allotment to project installation cost share in partnership with landowners.

Ag. Preserves Program funds have historically been secured through a competitive grant process at the county level and made available to landowners to help defray the cost of water quality and habitat improvement projects.

State Cost Share Program funds are available for approved practices provided they are designed by someone with technical approval authority for the particular practice. Many approved practices require design by a licensed engineer. In recent years, ACD has used state cost share funds to provide staff for technical assistance.

Clean Water Fund project cost share is available through the allocation to the Metropolitan Landscape Restoration Program made to the Anoka Conservation District. Use of the funds is limited to projects that were identified as the result of a subwatershed level stormwater retrofit assessment. ACD will administer these cost share funds throughout the eleven county metro area.

***Engineering Assistance*** – Funding is available through the Metro Conservation Districts Non-Point Engineering Assistance Program (NPEAP) to contract with consulting engineers for the design of conservation practices, typically to be installed with cost share funds. Applications must be made through ACD for projects in Anoka County.

***Local Water Planning*** – ACD applies for and manages local water planning funds through BWSR's Natural Resources Block Grant. These funds are used to offset the cost of assisting WMOs with the implementation of their water plans. Anoka County receives approximately \$11,000 to be shared among the water management entities.

**WCA Administration** – ACD applies for and distributes funds through BWSR’s Natural Resources Block grant to reimburse LGUs a portion of the cost of implementing the WCA. Approximately \$63,000 is available for Anoka County LGUs which amounts to approximately 25% of reported expenses by LGUs in Anoka County.

### **Administrative Assistance**

**WMO Reporting** – Water management entities are required to submit annual reports of activities and finances to the Board of Water and Soil Resources. ACD prepares annual reports on behalf of three of the four WMOs for a fee.

**Management** – Through a cooperative agreement with Isanti SWCD, ACD’s Water Resource Specialist serves as the Isanti SWCD Manager. This agreement allows ACD staff to broaden their professional experience while giving Isanti SWCD access to ACD’s breadth of expertise to develop programs and services that Isanti SWCD hasn’t historically offered.

**Website hosting** – The ACD has designed and manages websites for the Upper Rum, Lower Rum, and Sunrise River WMOs. We also created the Metro Conservation Districts website and recently set up the website for Isanti SWCD.

### **Products & Equipment**

**Tree Sales** – ACD hosts an annual tree and shrub seedling sale. We typically sell 15,000+ seedlings to 250+ landowners. We sell seedlings in bundles of 10 and 25, as our focus is habitat improvement, not individual landscaping trees. The tree sale is an opportunity to provide one-on-one consultations with landowners about habitat improvement. We also provide some native grass and wildflower seed. The addition of online credit card order processing has streamlined the ordering process and reduced administrative overhead.

**Equipment Rental** – ACD has invested in several pieces of equipment that help landowners implement conservation practices. The equipment is available for rent and is used to install ACD coordinated conservation practices. Available equipment includes;

- Truax 3’ Native Seed Drop Seeder
- 25 Gallon Herbicide Tank and Boom Sprayer
- 52” Pull Behind Brush Mower
- 14” Chain Saw

Safety equipment and training is included with the rental.

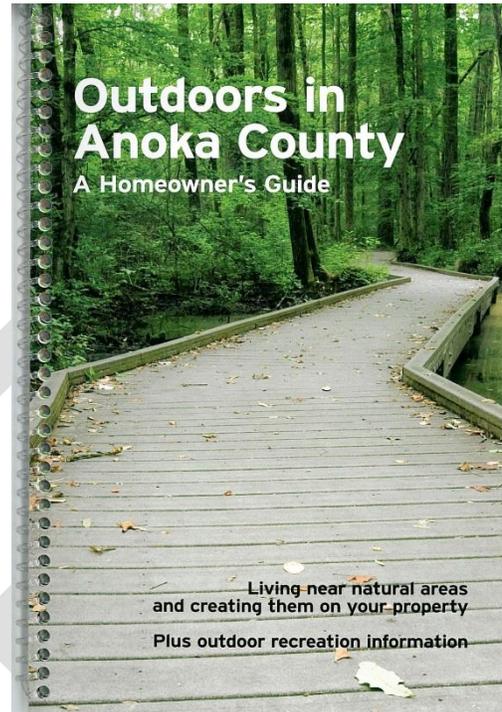
**Rain Garden Pretreatment Chamber** – ACD staff designed and patented the Rain Guardian™ pretreatment chamber for rain gardens to greatly reduce the time and effort needed for maintenance. We are in the process of expanding sales with distributorships nationwide.

**Miscellaneous Conservation Materials** – Many materials needed for conservation projects are not readily available, or are only available in bulk quantities. This can discourage landowners from moving forward with a project. To facilitate project installation ACD has several items on hand and provides them at cost including herbicide, geotextile fabric, biodegradable stakes, duckbill anchors, galvanized steel cable, and horseshoe clips.

## **Education**

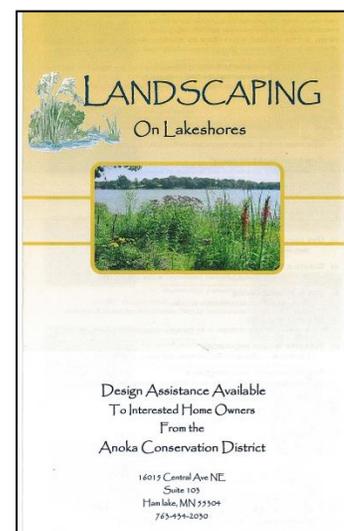
**Website** – ACD manages several websites including one about the ACD ([www.AnokaSWCD.org](http://www.AnokaSWCD.org)), one that serves as an informational and marketing tool for the ACD patented Rain Guardian pretreatment chamber ([www.RainGuardian.biz](http://www.RainGuardian.biz)), one for the Lower Rum River WMO ([www.LRRWMO.org](http://www.LRRWMO.org)), one for the Upper Rum River WMO ([www.URRWMO.org](http://www.URRWMO.org)), and one for the Sunrise River WMO ([www.SRWMO.org](http://www.SRWMO.org)).

**Homeowner's Guide** – One of our largest efforts was the booklet “Outdoors in Anoka County: a Homeowners Guide.” The guide was developed specifically for landowners living adjacent to high quality natural areas but contains information on topics relevant to every Anoka County resident. The guide includes insights into our high quality natural areas and suggested ‘must see’ public open spaces. It has tips on landscaping for wildlife, water quality, energy conservation, water conservation, and healthy lawns. It includes information on invasive species and plant diseases common to our area as well as some discussion about wetlands management and regulation. It touches on septic system care, household and yard waste management, and well water concerns. Lastly, it includes a map of Anoka County’s park system in hopes of getting people outside, connected and appreciative of the natural resources we share. 4,000 of these booklets are being distributed to homes adjacent to important natural areas.



**Brochures** – ACD staff develops brochures as a workload management tool. When requests for the same type of information become sufficiently frequent, it pays to invest staff time in the development of a brochure to more effectively convey the information. ACD staff developed a series of brochures to empower landowners to implement conservation on their properties including;

- Lakeshore Restoration: Enhancing water quality and habitat on your shore,
- Riverbank Stabilization: Understanding water flow and managing erosion,
- Habitat: Attracting wildlife to your property,
- Water-Smart: Conserving water at home,
- Rain Gardens: Treating runoff at the source, and
- Invasive Species Management: Restoring ecosystem health.



We also developed a series of eight brochures on various topics related to wetlands and the Wetland Conservation Act of 1991 that are in the process of being updated including;

- Purchasing and Developing Land,
- What's Regulated and Who Regulates,
- Exemptions,
- Wetland Impact Avoidance & Minimization,
- Wetland Replacement and Appeals,
- Wetland Banking,
- Ditch Maintenance, Pond Excavation & Mining, and
- Violations and Enforcement.

**Display/Events** – ACD has developed displays for many topics including, but not limited to, watersmart, rain gardens, backyard wildlife, lakeshore restoration, streambank stabilization, oak wilt, tree and shrubs sales, native plants, prairies restoration, ground water, and wetlands. The displays are used throughout the year at many events and are often staffed by one of ACD's resource specialists.

**Workshops and Presentations** – ACD periodically partners with cities and watershed districts to provide information on rain garden design and installation, watersmart practices, landscaping for wildlife, and lakeshore and streambank restoration. Presentations are tailored to the audience and range from 'how-to' workshops for landowners to implement projects at home, to highly technical presentations to other professionals in the natural resources management field.

**Videos** – In 2011, ACD worked with Anoka County Public Relations staff to develop videos to highlight the accomplishments of the Metro Conservation Districts Landscape Restoration Program. We have since produced several videos in-house on a variety of topics including: Lakeshore Restoration, Lower Rum River WMO, Cedar Tree Revetments, the Rain Guardian, Typo and Martin Lake Carp Barriers, ACD Annual Report, Mississippi Riverbank Inventory, Stormwater Infrastructure Inspection Services, Rain Garden Installation, and Scenic River Rule affecting the Rum River. All ACD developed videos can be seen at the AnokaSWCD YouTube page.

**News Articles** – ACD frequently submits articles to the local newspapers to promote programs and services and to educate the public on topics related the natural resources stewardship.

**Tours** – In 2014 ACD participated in the BWSR Board conservation tour by preparing handouts and presenting information on several of the tour stops throughout the county. ACD intends to utilize tours more frequently in the future to promote conservation concepts to select audiences.

**Project Profiles** – For each project installation that ACD is an active partner in, we prepare a project profile. Project profiles include images of the project site before and after, benefits received, expenses incurred, and partners with corresponding cash and in-kind contributions to the project. All project profiles are available online. Eventually, we plan to have them linked to a mapping tool that shows the locations of each project.

**Public Officials Outreach** – In 2012 we implemented an outreach campaign to keep public officials in Anoka County better informed of ACD’s activities. Now, as projects are being developed and installed/implemented, ACD staff will provide email updates with brief descriptions, photos and links to important information to county commissioners, state legislators, city officials and ACD supervisors.

### **General ACD Operations**

**General/ Admin/ Vacation/ Holiday** – This category accounts for that portion of each employee’s time that is consumed with general district business along with vacation and holiday time. Administrative tasks performed by the District Manager and Administrative Assistant are also included in this category, composing the bulk of the hours.

**General Planning** – Effective natural resource management requires both cooperative planning with other agencies, as well as in-house prioritization. These efforts involve ACD staff, supervisors, other elected officials, and other agencies. Comprehensive planning is completed every five years with annual plans completed each year.

**Program Promotion** – As ACD staff pursue new partnerships and funding sources to develop programs and services that address the objectives identified by the Board of Supervisors, their time is recorded as promotion. Promotional activities include speaking at public events, workshops, and other efforts that increase program visibility. Promotion of district programs and services is also achieved through partnerships and outreach to other agencies and entities that share the same jurisdiction or purpose such as municipal environmental and parks commissions. Applying for new grants to fund programs is a major component of program promotion.

**Day at the Capitol** – In most years, ACD supervisors and staff spend time visiting with legislators regarding natural resource issues in Anoka County. During the legislative session in particular, ACD will often organize a Day at the Capitol whereby we meet with as many of our elected representatives as possible to promote the highest priority issues for the board.

**Staff Training** – In order to provide high quality service, the Board of Supervisors is committed to retaining highly skilled staff. ACD offers staff continuing education opportunities through professional workshops, conferences, and purchase of software, books and other materials.

**Stable Funding** – ACD receives approximately one third of its operating budget from the county, one sixth from the state and one half from grants and fees for service. The instability and origin of funding places District programs and priorities at the mercy of external forces, which does not lend itself to addressing the most pressing resource needs of the county. A stable funding source is needed in order for the ACD to have the flexibility and capacity to meet the needs of the public without having to compromise the resource by following limited grant opportunities.

**Outreach to Local Government Units** – LGU officials and staff routinely make important decisions about land use and land management that can have lasting effects on natural resource quality, quantity and distribution. It is in the mutual interest of ACD and LGUs to implement approaches that accommodate growth, minimize capital investments, and efficiently deliver public services, while maintaining the quality and

quantity of water and other natural resources. Natural resources play a critical role in the areas of recreation, flood control, water treatment and conveyance, energy, ecology, food production, commercial and industrial processes, consumption, and aesthetics. ACD is uniquely qualified to assist LGUs to consider natural resources during the decision making process by providing updated monitoring and inventory data, and by addressing inquiries about the often complex physical, chemical and biological natural resource interactions that may influence LGU decisions.

## **Effectiveness of Past Efforts**

During the planning process ACD staff and supervisors identified the policies, practices, programs, and services that were the most successful and the least successful. As we plan for the future we need to emulate our most successful efforts and modify those that fell short to maximize our positive impact on Anoka County's natural resources.

### **Successes**

- Focus on customer service.
- Model water quality and hydrologic impacts of projects.
- Conduct analyses of subwatersheds to identify BMP opportunities.
- Actively promote conservation projects in optimum locations.
- Design off-line water quality improvement practices in-house.
- Consider cost-benefit for all projects.
- Focus on project installation and serving as a project manager.
- Serve as writer, coordinator, manager for multi-partner grants.
- Coordinating large scale projects and partners (Geologic Atlas, Carp Barriers, Oak Glen Creek Stabilization, Rum River WRAPS)
- Work across county boundaries to assist neighboring jurisdictions with conservation efforts.
- Creating high quality work products (Water Almanacs, SRAs, erosion inventories, project profiles, websites, videos, displays, brochures, comprehensive and annual plans, handbooks)
- Creating a highly productive work atmosphere of mutual respect and dedication to conservation vision.
- Advance the practice of conservation efforts through innovation.
- Commitment to long-term project success and follow-up.
- Adapt to changing needs and opportunities.
- Maintain highly trained staff.
- Maintain updated computer software and hardware.
- Contract out IT services.
- Develop and patent the Rain Guardian pretreatment chamber.
- Promote Rain Guardian sales nationally through distributorships.
- Purchase office headquarters and assume role as landlord.
- Affect state policy and procedures through advocacy directly, through the MASWCD, and by participating in regional commissions and taskforces.
- Program and project promotion through direct communication with elected officials, frequent newspaper articles, and current websites.

### **Improvements Needed**

- Open space planning is a priority to ensure the preservation of our ecological heritage in a sustainable network of wildlife hubs and corridors. To succeed long-term, with turnover on city councils and planning and zoning commissions, assistance to LGUs needs to be supported with long-term stable funding so it can be institutionalized.

- ACD staff must work to standardize WCA administration by LGUs to ensure continuity throughout the county. This may require supporting changes to who serves as the WCA LGU for some areas as well instituting a fee structure that provides adequate funding for services provided.
- Support actions by BWSR to compel effective water resource management in the Upper Rum River WMO.
- Research making individual sewage treatment system (ISTS) and well sealing funding opportunities available to Anoka County residents.
- Research funding opportunities to offer assistance with oak wilt control to landowners.
- Work through the Metro Conservation Districts to capitalize on mutually beneficial cross-county collaboration and training to share expertise among conservation districts.
- Actively engage in the discussion regarding ground water protection vs. infiltration; quality vs. quantity.
- Enhance development plat review process by adding water quality modeling and being involved in the sketch planning phase and promote the service to northern tier communities.
- Develop redundancy in staff expertise through cross-training to ensure program continuity during staff turnover.
- Develop and maintain a project inventory to track project effectiveness and maintenance needs over time.

## **Adjustments in Authorities**

Resolutions to initiate the programs and services described in this plan will be prepared as appropriate. ACD's statutorily derived authorities are sufficient to implement this plan. With a stable funding source, this plan could be enhanced with a timeline for implementation.

ACD will support funding options, legislation and local ordinances that achieve the following:

- Provide SWCDs with operational and programmatic levy authority.
- Conserve groundwater through mechanisms such as mandated rain/soil moisture sensors on irrigation systems, private well regulation, limits on manicured lawn size, plumbing code updates to allow gray water segregation, reuse and/or infiltration.
- Allow reimbursement of full fee schedule rates from state grants for soil and water conservation districts.
- Provide funding for the long-term inspection and maintenance of BMPs.
- Support development of a technical approval authority training and certification program by BWSR that doesn't rely on NRCS provided training and oversight. An online module based system would be ideal to accommodate training needs arising from staff turn-over and workload variability over time and would follow employees as they move between jobs.

## Natural Resource Policies

### Deviation from Natural Resource Policy or Rule

Deviation from the strict adherence to policy or rule is encouraged when doing so would clearly result in a better outcome in terms of natural resources protection and management. State and local rule, policy and ordinances designed to protect natural resources are not always written to address all cases and may inadvertently lead to natural resource degradation when strictly enforced (e.g. filling a wetland in order to achieve wetland setback and buffer requirements).

### Wetland Resources

#### ***Perform and/or Review Wetland Delineations***

The Anoka Conservation District will not perform wetland delineations when frozen soils or snow cover make adequate analysis impossible in the professional opinion of the Anoka Conservation District technical staff.

#### ***Wetland Fill to Create Buildable Lots***

Wetlands should not be filled in order to enlarge the buildable area to create buildable lots. Where impacts to highly degraded wetlands can be offset by permanent protection of high quality upland habitats, flexibility may be warranted.

#### ***Issuing Extensions for Compliance with Restoration Orders***

Extensions for compliance with wetland Restoration Orders may only be recommended when the landowner has made a good faith effort to comply but was unable due to mitigating circumstances. The landowner must provide correspondence summarizing the reason for not complying and a date by which they will comply.

#### ***Holistic Natural Resource Management***

All natural resource functions and values should be weighed when making management decisions to strive for the best overall outcome for soil, water, wildlife, recreation, and aesthetics. When reviewing applications and plans that may adversely affect natural resources, the Anoka Conservation District will recommend actions that will result in the least environmentally damaging practicable alternative. The following principles should be applied.

- Preserve natural resources that are rare in occurrence or of exceptional quality.
- Avoid degradation that is difficult or impractical to fully remediate.
- Consider all ecosystems; terrestrial, aquatic and transitional.
- Preservation of an in-tact native ecosystem is preferable to restoration of a degraded ecosystem.
- Minimize long-term impacts from short-term activities (e.g. dewatering, minor grading or soil storage that allows for the establishment of invasive species).
- Identify, and strive to minimize and remediate for long-term impacts (e.g. reduced infiltration that lowers the surficial water table and subsequently shrinks wetlands).
- Balance short-term and long-term impacts and benefits.

The following are examples of the application of these principles.

- Discourage excavation in wetlands that are dominated by native, non-invasive plant species.
- Maintain the hydrologic regime of habitats that support native, non-invasive plant communities.
- Limit the placement of mitigation wetlands to highly degraded terrestrial habitats or highly degraded wetland areas.
- Discourage removal of native, non-invasive vegetation.
- Request an on-site biological survey and report the proposed taking or degradation of native plant communities;
  - within areas mapped as moderate, high, or outstanding DNR biodiversity significance;
  - that have a conservation status ranking of S1, S2, S3, or S4;
  - that involve the taking of state (endangered, threatened, special concern) or federally-listed (endangered, threatened, candidate) species;
  - that are likely to support state or federally-listed species.
- Discourage pruning of, or damage to, oak trees April – July.
- Abandon private and public lateral drainage ditches during development to restore wetland hydrology provided adequate stormwater conveyance capacity can be maintained.
- Encourage discharge of dewatering water to areas where storage and infiltration is most likely to occur.

#### ***Criteria for Wildlife Habitat Exemptions***

ACD will use the following criteria for certification of MN Statute Chapter 8420 Wildlife Habitat Exemptions

In Chapter 8420 Minnesota Wetland Conservation Act there is an exemption for excavation and deposition of spoil in a jurisdictional wetland for the purpose of improving wildlife habitat. The purpose of this guidance document is to provide sound rationale for applicants to perform wetland excavation and spoil deposition to improve wildlife habitat.

The 1995 Amendments to the Wetland Conservation Act of 1991 states “a replacement plan for wetlands is not required for excavation or associated deposition of spoil within a wetland for a wildlife habitat improvement project, if:” the project maintains all of the following regulations:

1. The area of deposition, within the wetland, does not exceed five percent of the wetland area or one-half acre, whichever is less.
2. Spoil is stabilized to prevent erosion, and permanent native, non-invasive vegetation is established, via plantings or seeding.
3. The project does not have an adverse impact on any species designated as endangered or threatened under state or federal law.
4. The project will provide wildlife habitat improvement as certified by the Soil and Water Conservation District using “Wildlife Habitat Improvements in Wetlands” guidance, or similar criteria used by the SWCD board.

Excavation and deposition of spoil of a wetland may be certified by the Soil and Water Conservation District for wildlife habitat exemption improvement provided the following conditions are met:

1. Excavation and deposition in a wetland is beneficial to wildlife. i.e. when done in a low quality wetlands, such as one dominated by invasive species.
2. Deposition in a wetland is beneficial and creates diversity of wetland community complimenting the existing ecosystem.
3. The spoil will form an island isolated from upland to prevent intrusion by people.
4. Excavations should have undulating bottoms and sinuous shorelines.
5. Depths shall be no greater than 6.5 feet from the original soil surface.
6. Side slopes should be no steeper than 5:1, but 10:1 or greater is recommended
7. Spoil placement not permitted in exemption, shall not be placed within any other wetland.
8. Excavations for wildlife habitat improvement will be discouraged, or denied when the wetland is already considered high quality, or the following conditions exist:
  - Excavation in sedge meadow wetlands.
  - Excavation in forested wetlands.
  - Excavation in bogs.
  - Excavations in wetlands identified as Natural Heritage Communities by the Minnesota County Biological Survey.
  - Excavations in wetlands deemed natural community, supporting ecologically sensitive flora and fauna, based on field visit by the Soil and Water Conservation District.
  - The excavation will not provide diversity to the wetland basin or complex. (e.g. excavation in the fringe of a type 3, 4 5 wetland with standing open water throughout much of the growing season).
  - Wetlands which support a wide variety of plant species (i.e. approximately 50% of the area supports species which individually comprise <5% of the wetland).
  - Wetlands that score high on the MNRAM vegetative diversity criteria.
  - Excavations for the purpose of creating aesthetic reflecting pools.

The execution of the Wildlife Habitat Exemption is subject to approval by the ACD Board.

### **Conservation Project Installation**

ACD's program to assist with the cost of installing conservation practices to achieve the goals of the district consists of several funding sources, each with their own set of requirements. These funding sources change from year to year and so detailed procedures and policies are not included in this document. There are, however, some general policies that ACD has adopted to facilitate program administration and improve program outcomes.

- The ACD board may act to obligate funds toward a project without fully encumbering those funds within a contract. This serves to reserve funds for projects while other elements of project planning, design and coordination can be finalized.
- On a case by case basis, landowners/project sponsors/applicants may be required to provide an escrow in the amount of anticipated design and engineering costs. If the project construction bids come in within 10% of the engineer's estimate and the applicant does not move forward with project installation, the escrow may be used to reimburse ACD for the cost of the

design. If the applicant moves forward with construction, these funds shall be applied toward construction costs.

- 100% of project costs may be paid for with public funds provided the project cooperator is not substantially at fault for creation of the problem. Curb cut rain gardens that treat water from much of the neighborhood but very little of the cooperator's property is an example.
- Investment of public funds into a project will be considered in terms of the benefits received by the public. ACD will consider all public funds going toward a project when determining if the project is worthwhile on a cost-benefit basis, not just those funds invested by or through ACD.
- Cost-benefit analysis will be conducted with consideration of all benefits and costs over the life the project.
- Public benefits for projects will be measured in terms of the actual benefits to the target receiving water body, not the capacity of a practice to treat water.
- Cost share rate maximums will be the same as those prescribed by the funding source.
- The value of in-kind services/equipment/materials provided by landowners/project sponsors will be based on State approved prevailing wage guidance for services, documented market rates for rental equipment, or documented actual cost/value for materials.
- Specialist level staff shall oversee project installation and maintenance. Specialist level staff have not less than a four year degree and three years' experience in natural resource management or related field along with substantial on-the-job training and professional development training.
- The NRCS Field Office Technical Guide or other standard generally accepted by the engineering profession will be used for project design, construction, operations and maintenance.
- Cost share payments are not to exceed the cost of installation.
- Performance based cost share approaches are encouraged.
- Cost share contract non-compliance will be reviewed by the operations committee with a recommendation to the full board. The committee shall seek input from staff from the agencies that provided funding. The primary goal will be to maintain/restore the project benefits. Failing that, a pro-rata refund of cost share funds will be sought based on the benefits received compared to the anticipated benefits over the planned life of the project.

### **Performance Based Cost Share**

Performance based cost share is an approach by which public investment into projects is measured by the amount of benefit that results from the project. Funds received by a landowner/project sponsor/applicant are independent of the installation cost of the project but rather are based solely on how much benefit is received. Predetermined rates are developed for benefits over a specific time period. The rates may vary by geographic area, target water body or target benefit. Payments to landowners/project sponsors/applicants are not to exceed the cost of installation however.

## **Nature and Extent of High Priority Problems**

Conservation project installation assistance programs are divided into two general categories: agricultural and urban.

### **Agricultural Problems**

High priority erosion problems are defined as: "Erosion from wind and/or water occurring on Class I-IV soil in excess of 2T tons/acre/year of any soil within 300 feet of a stream or 1,000 feet of a water basin designated as a protected water or wetland by the DNR." Areas meeting this description are all located in the northwest part of Anoka County. Wind erosion is also a problem that is accounted for in this analysis.

High priority sedimentation problems are defined as: "All areas within 300 feet of a stream or 1,000 feet of a lake where the erosion rate exceeds 3T tons/acre/year and where the Conservation District can show that sedimentation delivery for a watershed out-letting to these waters exceeds 2T tons/acre/year. The lake or stream must be classified by the DNR as a Protected Water."

High priority feedlots are defined as: "Those feedlots where the pollution rating (from the Ag. Waste Model) is greater than or equal to one and is discharging pollutants to DNR designated protected waters or wetlands; to shallow soils overlying fractured bedrock; or within 150 feet of a water well." Feedlots, when improperly located with respect to water resources, and improperly managed to prevent runoff from entering a lake or a stream, can downgrade water quality. There is very little available information on Anoka County feedlots and the information that is available is outdated and no longer reliable.

### **Agricultural Conservation Measures Needed**

Maintaining and improving soil health in agricultural areas is a focus of the Natural Resources Conservation Service. The basic approach is to maintain vegetative cover all of the time, keep living plants on the landscape for as long as possible, allow a diversity of vegetation to grow, increase organic matter, and minimize soil disturbance. Management efforts that achieve these tenets will result in healthy, more productive soils that are less prone to soil loss through wind and water erosion.

Practices being used to control water erosion are: cover crops, conservation tillage, grassed waterways, contour farming, strip-cropping, diversions, terraces, water and sediment control basins, and critical area plantings.

Practices used to control wind erosion are: conservation tillage, field windbreaks, wind strip-cropping, and permanent vegetative cover.

Practices used to control feedlot pollution are: waste management systems, waste storage ponds, waste storage structures, waste utilization plans and diversions.

### **Urban Problems**

With a limited agricultural constituency, ACD has noted significant erosion problems associated with urban and urbanizing land uses. Streambank erosion has been accelerated by more dramatic bounces in stream elevations that last for a longer duration. Lakeshore erosion has been accelerated due to the practice of maintaining a

manicured lawn to the water's edge and wave action from recreational water uses. Wind and water erosion have become a greater concern due to mass grading on construction sites.

Ultimately, these all have the potential to degrade surface water quality. Sedimentation is the largest contributor to water quality degradation. Storm sewers are conduits for organic matter, fertilizers, pesticides, chemicals, solvents, road salt, and other contaminants to open water resources. Any structural, grading or vegetative practice that has the potential to improve and protect water quality, recharge groundwater, or reduce flooding in high priority areas is a potential candidate for cost share.

### **Urban Conservation Measures Needed**

The following conservation practices may be necessary to address high priority erosion, sedimentation, and water quality problems in Anoka County. Innovative methods are encouraged.

1. Temporary construction site erosion and sediment control practices (mulching, silt fences, etc)
2. Grade stabilization structures (check dams, diversion)
3. Streambank and lakeshore protection (rock rip rap, bioengineering)
4. Critical area/slope stabilization (fiber blanket, revegetation)
5. Stormwater conveyance system management (ditch maintenance, pond outlet modifications, and pond maintenance)
6. Model ordinances addressing erosion control, stormwater management, wetland management, groundwater protection, soil health, and protecting our ecological heritage.
7. Reduction of sediment/chemical application to lawns and streets
8. Water conservation measures and stormwater infiltration to recharge groundwater
9. Curb cut rain gardens and other stormwater treatment retrofit practices
10. Inspection and enforcement of existing requirements

## **Project Priorities**

ACD and its partners are continuously working to identify the most cost effective opportunities to improve water quality, reduce discharge to the stormwater conveyance system, recharge groundwater, and improve habitat. Methods used each year to identify worthwhile projects include, but not limited to, lake shore and riverbank inventories, subwatershed stormwater retrofit assessments, site consultations and designs, TMDL implementation planning, water resource investigations, and open space planning.

The following is a list of work products that are completed, underway or planned wherein multiple projects have been identified. All of these work products are for resources of high priority and as such, all projects identified therein are considered high priorities for installation. The most cost-effective projects should be pursued first however.

### **Lakeshore and Riverbank Inventories**

- Lake George
- Martin Lake
- Crooked Lake
- Ham Lake
- Coon Lake
- Linwood Lake
- Fawn Lake
- Typo Lake
- East Twin Lake
- Rum River
- Mississippi River (Coon Rapids Dam Pool)

### **Subwatershed Stormwater Retrofit Assessments**

- Rice Lake
- Sand Creek
- Woodcrest Creek
- Lower Coon Creek
- Martin Lake
- Golden Lake
- Oak Glen Creek
- Coon Lake
- Moore Lake
- Middle Coon Creek
- Springbrook
- Stonybrook
- Pleasure Creek

### **Site Consultations and Designs**

- Oak Glen Creek stabilization project

## **TMDL/WRAPS Reports and Implementation Plans**

- Golden Lake TMDL
- Martin and Typo Lakes TMDL
- Peltier and Centerville Lakes TMDL
- Lake Pepin TMDL
- Hardwood Creek TMDL
- South Metro Mississippi River TMDL
- Sunrise River WRAPS
- Rum River WRAPS
- Coon Creek WRAPS

## **Water Resource Investigations**

- Crooked Lake Management Plan
- Northeast Metro Groundwater Management Strategy

## **Open Space Planning**

- Anoka Nature Preserve Management Plan
- Melanie Kern Easement Management Plan
- Herb Beach Easement Management Plan

## Future Strategies and Programs

The ACD reserves the right to identify programs to pursue during the annual planning process. The Comprehensive Plan outlines resource priorities and programs without commitment to specific years. Because ACD's budget is subject to the control of outside agencies, it is not possible to predetermine a specific time line for tasks. To accommodate grant application requirements, ACD has added a project priorities list to the cost share program requirements sections that will be updated as needed.

The ACD Board of Supervisors has identified five major issues to address in Anoka County in the coming years: water quality, water quantity, natural habitats, wetlands, and soils. There are several means of addressing a given issue. ACD has selected the following general mechanisms: monitor, inventory, analyze, plan, protect, assist, fund, administer, sell/rent, and educate.

Mechanism	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<p><u>Monitor</u> lakes, rivers, groundwater and precipitation utilizing staff and a volunteer network to:</p> <ul style="list-style-type: none"> <li>maintain baseline data, establish trends and identify and diagnose the nature of problems in</li> <li>water quality, water quantity, and biota</li> <li>in high priority water resources.</li> </ul>	✓ ✓ ✓	✓ ✓ ✓			
<p><u>Inventory</u> natural resources to ensure staff have updated information necessary to make sound resource management decisions to improve water quality, reduce flooding, preserve soil health, and enhance wildlife habitat. Routine inventory work is needed on:</p> <ul style="list-style-type: none"> <li>the condition of riparian properties on priority lakes and rivers,</li> <li>aquatic and terrestrial invasive species</li> <li>wetland restoration opportunities, and</li> <li>wetland replacement sites under the WCA.</li> </ul>	✓	✓	✓ ✓ ✓ ✓	✓ ✓ ✓	✓
<p><u>Analyze</u> properties to identify management approaches to optimize natural resource quality, quantity and distribution. Analyses vary in scale and scope and include:</p> <ul style="list-style-type: none"> <li>water resource diagnostic studies and TMDLs/WRAPS typically on a watershed basis to determine the cause of water impairment on high priority water bodies,</li> </ul>	✓	✓			

Mechanism	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<ul style="list-style-type: none"> <li>stormwater retrofit analyses typically in urbanized settings at the subwatershed or catchment scale that contribute untreated water to high priority water bodies, the purpose of which is to identify the most cost-effective practices to improve water quality and reduce flooding, and</li> <li>development plat reviews to provide comments on all aspects of natural resource management including forestry, soil health, water quality management, erosion and sediment control, invasive species, wildlife habitat, groundwater conservation, and energy conservation; including the expansion of this service to municipalities not currently participating.</li> </ul>	✓	✓			
<p><u>Plan</u> for the effective utilization of limited staff and financial resources of the district through the development of:</p> <ul style="list-style-type: none"> <li>comprehensive plans every five years,</li> <li>annual plans each year, and</li> <li>mutually beneficial partnerships with other government entities and non-profit organizations.</li> </ul>	✓	✓	✓	✓	✓
<p><u>Plan</u> for the long-term viability of the natural resource base of Anoka County by:</p> <ul style="list-style-type: none"> <li>identifying and prioritizing natural resource issues and trends in ACD's comprehensive and annual planning processes,</li> <li>reviewing and commenting on city and water management comprehensive plans,</li> <li>providing leadership to establish and implement a greenway network plan that focuses on the protection of remaining natural communities and interconnecting expansive habitat areas,</li> <li>updating the wildlife corridors plan with input from stakeholders,</li> <li>participating in aquatic invasive species management in partnership with the MN DNR and Anoka County Parks Department,</li> <li>encouraging conservation design development where feasible to establish and maintain the greenway network and to protect high quality ecosystems,</li> <li>positioning ACD to be a capable and prepared partner to assist with the implementation of the northeast metro groundwater management strategy,</li> <li>developing and implementing a groundwater use audit program, and</li> </ul>	✓	✓	✓	✓	✓

Mechanism	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<ul style="list-style-type: none"> <li>encouraging infiltration of stormwater to maintain and restore surficial groundwater aquifer levels.</li> </ul>	✓	✓			
<p><u>Protect</u> high priorities parcels that contain rare and declining habitats, natural communities identified by the MN County Biological Survey, and/or are located in identified greenway networks by:</p> <ul style="list-style-type: none"> <li>identifying opportunities for conservation development,</li> <li>connecting landowners with funding sources with targeted mailings and promotional efforts,</li> <li>acquisition of fee title and conservation easements, and</li> <li>ensuring there are local entities capable of accepting and managing fee titles and conservation easements.</li> </ul>	✓		✓	✓	
<p><u>Protect</u> water quality in high priority water bodies by prioritizing monitoring, analysis and technical and financial resources in a manner that achieves the most good for the most people on the highest priority resources.</p>	✓	✓			
<p><u>Assist</u> landowners and public entities to manage and enhance high priority natural resources by:</p> <ul style="list-style-type: none"> <li>designing and coordinating installation of conservation practices and ecosystem restorations,</li> <li>preparing conservation plans for agricultural operations in cooperation with USDA NRCS,</li> <li>serving on TEPs, technical and citizens advisory committees,</li> <li>enforcing the Wetland Conservation Act of 1991,</li> <li>developing model ordinances for open space protection and groundwater conservation,</li> <li>refining the development review process utilizing minimal impact development design standards, water quality modeling, and sketch plan phase involvement,</li> <li>facilitating the treatment of invasive species, and</li> <li>working with partners throughout the Rum River watershed to promote implementation of the WRAPS by increasing its visibility with decision makers and funding partners</li> </ul>	✓	✓	✓	✓	✓
<p><u>Fund</u> conservation practices installation and design engineering to address high priority problems in partnership with landowners and public entities by actively pursuing grant funds and developing local funding sources through product sales and establishment of soil and water conservation utility fees.</p>	✓	✓	✓	✓	✓

Mechanism	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<u>Fund</u> water management activities and WCA administration through administration of the Natural Resources Block Grant.	✓	✓		✓	
<u>Administer</u> programs and grants in partnership with public entities to achieve efficiencies and leverage limited funding by: <ul style="list-style-type: none"> <li>• preparing annual reports on behalf of water management organizations,</li> <li>• hosting websites for several water management organizations,</li> <li>• applying for grants in partnership with other local governments, and</li> <li>• develop and continually update a county wide hydrology and water quality model when technological advancements make doing to feasible.</li> </ul>	✓	✓	✓	✓	✓
<u>Sell</u> tree and shrub seedlings and native grass and forb seed at an annual sale for the purpose of habitat creation and restoration.	✓		✓	✓	✓
<u>Rent</u> equipment useful for the implementation of conservation practices.	✓		✓	✓	✓
<u>Sell</u> supplies at cost that are useful for the implementation of conservation practices.	✓		✓	✓	✓
<u>Sell</u> Rain Guardian pretreatment chambers to enhance the function of curb cut rain gardens and simplify long term maintenance for cooperators.	✓	✓			
<u>Educate</u> the public about natural resource topics dealing with priority issues through varied media types such as: <ul style="list-style-type: none"> <li>• presentations and workshops,</li> <li>• brochures,</li> <li>• project profiles,</li> <li>• newspaper articles,</li> <li>• guidebooks,</li> <li>• displays,</li> <li>• videos,</li> <li>• websites, and</li> <li>• events.</li> </ul>	✓	✓	✓	✓	✓
<u>Educate</u> local councils and commissions about storm water management, erosion control, soil health, groundwater management, water quality, and water quantity as it pertains to recommendations supplied as part of the plat review process.	✓	✓	✓		
<u>Educate</u> lake associations on lake management issues by undertaking cooperative programs to benefits lakes.	✓		✓		

Mechanism	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<u>Educate</u> public officials on high priority resource topics through appropriate venues (Day at Capitol, project profiles, meeting attendance, Anoka County Public Officials meeting participation, etc.).	✓	✓	✓	✓	✓
<u>Educate</u> landowners with heritage communities about land stewardship and the value of their resource by providing selected properties with a Homeowners Guide and promoting funding option available for permanent protection of their resources.			✓	✓	
<u>Educate</u> policy makers on the importance of infiltration practices to avoid the long-term depletion of surficial aquifers and how to utilize the Anoka County Geologic Atlas.	✓	✓	✓	✓	

## **Programs and Workload**

The District offers a number of programs related to our mission. We continually evaluate new programs and services to achieve our mission, pursuing those most beneficial given staff and funding limitations. The workload for each of the District's programs varies from year to year as does the funding available to implement them.

Each year the District projects staffing needs during the annual planning process. Below is the staffing projection from the 2014 annual plan.

<b>Program</b>	<b>2014 FTEs</b>	<b>Objective Addressed</b>
Monitor Lake & Stream Water Quality	.450	WQI
Monitor Stream Biology	.135	WQI, NH
Monitor Lake, Stream, Wetland and Groundwater Levels	.300	WQn
Monitor Precipitation	.016	WQI, WQn
Assess Subwatershed for Retrofits	.620	WQI, WQn, NH,
Planning Assistance for WMOs	.162	WQI, WQn, W
Protect Lands with Easements	.020	WQI, NH, W
Protect Lands with Ownership – Beach	.064	WQI, NH, W, S
Assist with Water Quality BMPs	.420	WQI, WQn, S
Assist with Habitat Improvement	.064	WQI, NH, W, S
Assist with Wetland Conservation Act	.600	WQI, WQn, NH, W
Assist with Conservation Easement Plans	.040	WQI, NH, W, S
Administer Project Cost Share (State CS, Clean Water Fund, WDs, WMOs)	.520	WQI, WQn, NH, W, S
Managerial Support (Isanti SWCD)	.500	WQI, WQn
Promote and Oversee BMP Installation (RCWD, CWF, SCS)	.720	WQI, WQn, NH, W, S
WCA Enforcement	.240	NH, W
Administer WMO Reporting & Websites	.048	WQI, WQn, W
Sale of Products (seedlings, pretreatment chambers, conservation supplies)	.400	WQI, WQn, NH, W, S
Rental of Conservation Equipment	.032	WQI, WQn, NH, W, S
Education – ACD Websites	.220	WQI, WQn, NH, W, S
Education – Brochures/Displays/Events	.048	WQI, WQn, NH, W, S
Education – Workshop/Presentation/Tour	.036	WQI, WQn, NH, W, S
General Admin/Vacation/Holiday	1.420	WQI, WQn, NH, W, S
General Planning	.165	WQI, WQn, NH, W, S
Program Promotion	.250	WQI, WQn, NH, W, S
Staff Training	.100	WQI, WQn, NH, W, S
<b>Total Full Time Equivalents</b>	<b>7.590</b>	

Objective Addressed: Water Quality (WQI), Water Quantity (WQn), Natural Habitats (NH), Wetlands (W), and Soils (S)

## **Staffing Requirements**

The District employs eight to nine people with 7.25 full time equivalents (FTEs). Conservation Corps MN/Iowa has provided a seasonal apprentice who provides 450 hours per summer. Between ACD and CCMI staff, we have 1941 workdays in

administrative and technical support to contribute to District goals and objectives. District objectives typically require 2000+ workdays to complete. This is more than current and proposed staff can provide. Workload management requires that programs and services be prioritized, often favoring those that are self-funded.

ACD	Position
Chris Lord	District Manager (1 FTE)
Kathy Berkness	Office Administrator (1 FTE)
Jamie Schurbon	Water Resource Specialist (1 FTE)
Joan Spence	Wetland Specialist (1 FTE)
Mitch Haustein	Conservation Specialist (1 FTE)
Kris Guentzel	Water Resource Technician (1 FTE)
Andrew Dotseth	Water Resource Technician (1 FTE)
Kris Larson	Assistant Water Resource Technician (.25)

CCMI	Position
Seasonal	Asst. Conservation Technician (.2 FTE)
Seasonal	Asst. Conservation Technician (.2 FTE)

NRCS	Position	(office in Elk River)
Mary Monte	District Conservationist	
Miranda Wagner	Soil Conservation Technician	

### **Partners**

There are many entities that invest time and effort to manage natural resources in Anoka County. Effective resource management can only be achieved when these entities work together to share information and coordinate activities. ACD supervisors and staff are committed to interagency cooperation to enhance resource management outcomes. Following are some of our partners.

USDA Nat. Res. Conservation Serv.	Anoka County	Chambers of Commerce
US Army Corps of Engineers	Finances and Central Services	Municipalities
US Geologic Survey	Geographic Information Syst.	Non-Profit Groups
MN Dept. of Natural Resources	Risk Management	League of Women Voters
MN Geologic Survey	Surveyors	Coon Lake Improvement Dist.
MN Pollution Control Agency	Attorney's Office	Coon Lake Improvement Assoc.
MN Board of Water and Soil Resources	Parks and Recreation	Martin Lake Assoc.
MN Assoc. of SWCDs	Rice Creek Watershed District	Linwood Lake Assoc.
Metropolitan Council	Coon Creek Watershed District	Crooked Lake Assoc.
University of MN Extension	Sunrise River Water Mgmt Org.	Fawn Lake Assoc.
Schools	Mississippi River Water Mgmt Org	Lake George Improvement Assoc.
	Lower Rum River Water Mgmt Org.	
	Upper Rum River Water Mgmt Org	

## Budget Needs and Projections

Expenses are reported according to program, whereas revenues are reported according to funding source. This approach is used in the day-to-day management of district finances as well. In order to calculate the full cost of programs including personnel and district operations, we maintain a program register that apportions all labor and overhead costs to programs based upon detailed hours logs and financial statements. Annual financial reports are posted to [www.AnokaSWCD.org](http://www.AnokaSWCD.org). Over the coming five years, continued success garnering Clean Water Fund grants is anticipated as well as increasing sales of Rain Guardian pretreatment chambers. Other general allocations, fees for service and related expenses are held relatively constant.

### Expenses

Year	District Operations	Personnel	Capital	Property Management	Easements	Information & Education	Inventory & Analysis	Land & Water Treatment	Monitoring	Product Sales	Technical Assistance	Total
2000	47,601	221,887	6,163	-	-	12,529	9,968	42,966	18,782	18,345	27,981	406,222
2001	53,487	255,404	6,451	-	-	3,745	19,505	100,830	20,050	17,241	26,162	502,875
2002	59,127	315,714	34,757	-	-	2,758	5,928	50,247	4,849	17,630	21,834	512,844
2003	45,080	336,691	10,661	-	-	7,893	2,753	155,156	10,494	16,240	2,111	587,078
2004	46,753	398,512	2,235	-	-	14,038	30,132	91,095	9,787	21,191	78,389	692,132
2005	52,805	405,620	3,191	-	14,267	2,763	8	31,361	9,396	16,643	44,987	581,040
2006	50,569	420,445	10,832	-	-	3,885	172	14,759	6,540	17,654	48,464	573,321
2007	63,261	467,429	15,368	-	-	17,334	11	28,136	7,649	17,986	(7,455)	609,719
2008	76,001	456,290	4,822	-	-	4,546	-	5,867	8,386	19,918	25,243	601,073
2009	55,454	466,494	1,499	-	-	3,999	36	28,305	7,610	15,829	79,782	659,007
2010	64,703	518,354	45,341	27,548	3,748	3,925	859	74,150	6,768	18,549	154,128	918,074
2011	61,502	567,131	1,134	36,096	9,010	3,454	-	72,067	11,362	34,332	662,947	1,459,035
2012	45,592	389,191	5,043	38,925	53	3,128	-	65,764	13,022	69,558	77,755	708,032
2013	56,310	469,248	7,415	43,465	99	4,435	-	90,649	35,008	91,246	23,960	821,834
2014	57,718	492,711	11,065	43,500	150	6,317	4,955	85,000	22,000	111,600	50,000	885,015
2015	59,160	517,346	11,415	44,000	150	5,873	4,597	100,000	24,200	137,640	52,500	956,882
2016	60,639	543,214	11,770	45,000	150	6,025	3,532	115,000	26,620	163,680	55,125	1,030,755
2017	62,155	570,374	10,128	46,000	150	6,258	3,361	130,000	29,282	189,720	57,881	1,105,310
2018	63,709	598,893	10,090	47,000	150	6,141	3,404	135,000	32,210	215,760	60,775	1,173,133
2019	65,302	628,838	10,651	48,000	150	5,577	1,495	140,000	35,431	241,800	63,814	1,241,058



## Revenues

Year	Product Sales	Interest	Local Projects	Charges for Services	Property Mgmt	Co. Ag. Preserves	Co. Service Allocation	Regional Grants	Federal	State Service Grants	State Projects	Total	Net Revenue
2000	31,490	14,296	-	38,946	-	17,680	114,640	49,310	51,832	48,057	69,778	421,731	15,509
2001	29,177	7,931	-	46,109	-	19,360	126,000	55,530	79,159	44,064	102,520	501,920	(955)
2002	25,644	1,889	-	66,504	-	25,621	137,500	106,966	25,258	51,421	78,907	517,821	4,976
2003	25,232	1,471	13,337	52,553	-	24,574	143,233	93,692	75,639	31,319	119,587	579,166	(7,912)
2004	30,518	435	4,000	83,490	-	56,415	125,000	125,020	78,111	60,533	151,842	714,930	22,798
2005	23,277	620	1,000	57,523	-	39,975	138,750	85,633	67,240	28,359	147,571	589,327	8,287
2006	26,351	843	571	42,857	-	34,842	144,000	76,358	74,115	25,000	156,090	580,183	6,862
2007	29,259	209	-	88,654	-	68,758	140,000	81,107	93,231	55,304	50,610	606,923	(2,795)
2008	30,581	2,680	1,091	95,522	-	42,026	145,600	102,456	42,648	93,032	23,267	576,222	(24,851)
2009	23,949	118	-	143,153	-	34,312	150,987	133,969	-	82,910	81,278	650,558	(8,449)
2010	31,203	571	-	140,311	20,696	20,185	153,600	195,370	-	124,212	172,201	857,778	(60,296)
2011	66,620	403	4,609	161,857	53,320	25,964	153,600	163,410	-	310,643	533,112	1,473,135	14,100
2012	133,855	417	13,511	140,868	60,012	15,504	148,992	34,929	-	132,291	115,091	795,052	87,020
2013	137,348	1,177	138	273,421	67,095	15,255	148,992	1,440	-	58,380	212,577	914,647	92,813
2014	180,000	1,200	2,000	243,000	70,000	16,086	148,992	1,440	-	60,000	250,000	971,518	86,503
2015	222,000	1,200	5,000	243,000	71,000	16,500	148,992	1,500	-	62,000	250,000	1,019,992	63,110
2016	264,000	1,200	7,000	229,000	72,000	17,000	150,000	1,500	-	64,000	260,000	1,064,500	33,745
2017	306,000	1,200	12,000	232,000	73,000	17,500	150,000	1,500	-	66,000	270,000	1,128,000	22,690
2018	348,000	1,200	20,000	232,000	74,000	18,000	150,000	1,500	-	68,000	280,000	1,191,500	18,367
2019	390,000	1,200	25,000	235,000	75,000	18,500	150,000	1,500	-	70,000	290,000	1,255,000	13,942



# Appendix

## Soil Survey of Anoka County, Mn USDA Sept. 1977

### ***Soils of Anoka County***

Alluvial Land	Growton Fine Sandy Loam	Meehan Sand
Anoka Loamy Fine Sand Series	Hayden Fine Sandy Loam Series	Millerville Mucky Peat
Becker Very Fine Sandy Loam	Heyder Fine Sandy Loam Series	Mora Fine Sandy Loam
Blomford Loamy Fine Sand	Hubbard Coarse Sand Series	Nessel fine Sandy Loam
Graham Loamy Fine Sand Series	Isan Sandy Loam	Nowen Sandy Loam
Brickton Silt Loam	Isanti Fine Sandy Loam	Nymore Loamy Sand Series
Cathro Muck	Kingsley Fine Sandy Loam Series	Rifle Series
Chetek Sandy Loam Series	Kratka Loamy Fine Sand	Rondeau Muck
Cut and Fill Land	Lake Beaches	Ronneby fine Sandy Loam
Dalbo Silt Loam	Langola Loamy Sand	Sartell Fine Sand Series
Dickman Sandy Loam Series	Lino Loamy Fine Sand	Seelyeville Muck
Duelm Loamy Coarse Sand	Loamy Wetland	Soderville Fine Sand
Dundas Loam	Lupton Muck	Webster Loam
Emmert Series	Markey Muck	Zimmerman Fine Sand Series
Glencoe Loam	Marsh	

### ***Hydric Soils of Anoka County***

Alluvial Land	Kratka Loamy fine Sand	Nowen Sandy Loam
Blomford Loamy Fine Sand	Lake Beaches	Rifle Mucky Peat
Brickton Silt Loam	Loamy Wet Land	Rifle Muck, Woody
Cathro Muck	Lupton Muck	Rifle Soils, Poned
Dundas Loam	Markey Muck	Rondeau Muck
Glencoe Loam	Marsh	Seelyeville Muck
Isan Sandy Loam	Millerville Mucky Peat	Webster Loam
Isanti Fine Sandy Loam		

### ***Highly Erodible Soils of Anoka County***

Chetek Sandy Loam, 6-12% Slope	Heyder Fine Sandy Loam, 18-30% slope
Emmert Gravely Coarse Sandy Loam, 6-12% slope	Heyder Complex, 12-25% slope
Emmert Gravely Coarse Sandy Loam, 12-25% slope	Kingsley Fine Sandy Loam, 12-18% slope
Emmert Complex, 4-12% Slope	Kingsley Fine Sandy Loam, 18-25% slope
Emmert Complex, 12-25% Slope	Nymore Loamy Coarse Sand, 12-25% slope
Hayden Fine Sandy Loam, 6-12% slope	Sartell Fine Sand, 12-24% slope
Hayden Fine Sandy Loam, 12-25% slope	Zimmerman Fine Sand, 12-24% slope
Heyder Fine Sandy Loam, 12-18% slope	

### ***Questionable Highly Erodible Soils***

Braham Loamy Fine Sand, 6-18% slope	Kingsley Fine Sandy Loam, 6-12% slope
Heyder Fine Sandy Loam, 6-12% slope	

### **Zimmerman-Isanti-Lino Association**

This soil association is mainly a broad undulating sand plain. The naturally occurring high water table is at or near the surface in most depressed areas. Steeper slopes occur next to drainage ways and large depressions. This association makes up about 50% of the county. It is about 45% Zimmerman, 15% Isanti, 10% Lino and 30% soils of minor extent. Much of this association is well suited to urban development. In some areas, however, a high water table severely limits many uses. The association is moderately well suited to farming and provides sites for recreational facilities. Fertility and available water capacity are low. Main concerns of management are controlling soils blowing, improving fertility, and controlling the level of the water table in low lying areas. Much of this association is used for urban development, with additional areas being urbanized every year. Small acreages are used as rural residences or are farmed. Corn, soybeans, and alfalfa are the crops commonly grown. Many former farm fields are planted to coniferous trees which are harvested as Christmas trees. Truck crops and cultural sod are grown on drained organic soils. Additional acres provide wildlife habitat and sites for recreational facilities.

### **Rifle-Isanti Association**

This soil association is a series of large level bogs and wetlands dominated by organic soils and small sandy island-like features that rise several feet above the level of the surrounding bogs. The water table is high. This association makes up about 17% of the county. It is about 60% Rifle, 20% Isanti, and 20% soils of minor extent. Most of this association is poorly suited to urban, farm and recreational uses. Natural fertility is moderate to low. Available water capacity is low to very high. The chief management need is controlling the level of the water table. Drained organics are largely planted with sod and vegetables but have more recently been converted to uses such as golf courses.

### **Hubbard-Nymore Association**

This soil association is mainly a nearly level to gently sloping outwash plain that is dissected by drainage-ways and pitted by large depressions. Steeper slopes occur next to these large depressions and drainage-ways. This association makes up about 15% of the county. It is about 40% Hubbard, 35% Nymore and 25% soils of minor extent. It is well suited to most urban uses and is moderately well suited to farming and recreation. Fertility and available water capacity are low. The chief management needs are controlling soil blowing, improving fertility, and controlling the level of the water table in low-lying areas. Much of this association is under urban development. Small areas are cultivated. At a few locations, potatoes are grown under irrigation. Poorly drained areas are used for permanent pasture, recreation and wildlife.

### **Heyder-Kingsley-Hayden Association**

This soil association is a gently undulating to steep morainic landscape of short irregular slopes, scattered small lakes, and scattered depression of organic soils. This association makes up 10% of the county. It is about 40% Heyder, 20% Kingsley, 10% Hayden and 30% soils of minor extent. Much of this association is well suited to urban development. In some areas, however, poor drainage severely limits many uses. The association is well suited to farming and provides recreational facilities. Fertility and

available water capacity are medium to high. Main concerns of management are controlling water erosion and the level of the water table in low-lying areas. Much of this association is farmed. A few steep areas and undrained wetland areas are used for recreation and wildlife. Crops commonly grown are corn, soybeans, and alfalfa. Small acreages are used as rural residences. The urban trend is increasing.

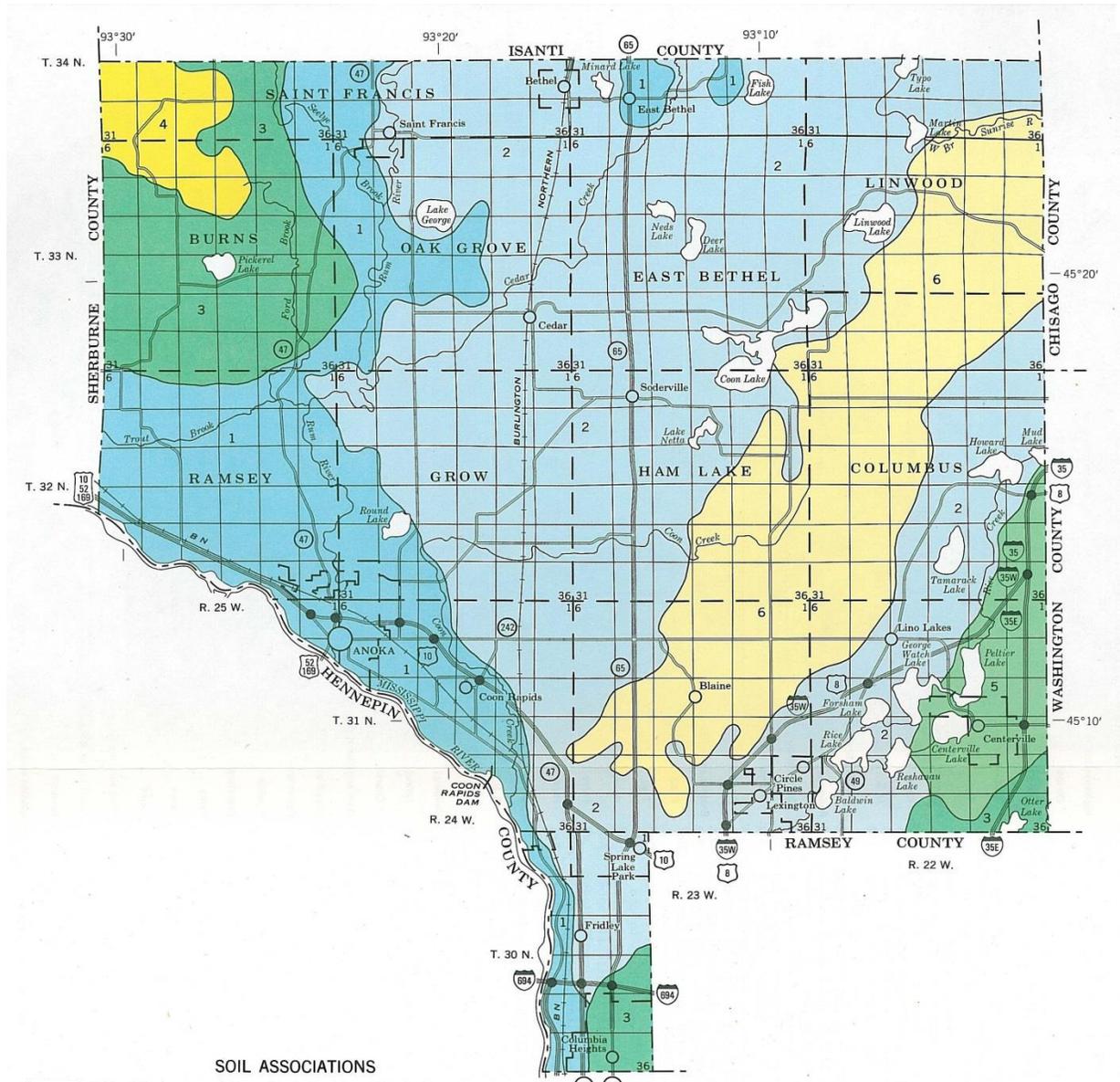
### **Nessel-Dundas-Webster Association**

This nearly level to gently sloping soil association is a series of undulating ground moraines. Steeper slopes are adjacent to large bogs and drainage-ways. All slopes are short. The soil association makes up about 5% of the county. It is about 35% Nessel, 15% Dundas, 15% Webster and 35% soils of minor extent. Much of this association is moderately to poorly suited to most urban uses. It is well suited to farming and provides sites for recreational facilities. Fertility is high, and the available water capacity is very high. The chief management needs are controlling the level of the water table in low lying areas, controlling erosion in the more sloping areas, and maintaining fertility. About half of the association is farmed. Commonly grown crops are corn, soybeans, and alfalfa. Some undrained wet areas are used for recreation and wildlife. The increasing urban trend is expected to continue.

### **Emmert-Kingsley Association**

This soil association is a gently undulating to steep morainic landscapes of short irregular slopes and scattered small marshes and depressions of organic soils. This association makes up 3% of the county. It is about 45% Emmert, 30% Kingsley and 25% soils of minor extent. Much of this association is moderately well suited to urban uses and is moderately well-poorly suited to farming and recreational uses. The small areas that are poorly drained are severely limited. Fertility and available water capacity range from very low to high. The chief management needs are controlling water erosion and controlling the level of the water table in low lying areas. A large part of this association is an ordnance de-arming ground. Only a small part is farmed because the soils are steep and droughty. Commonly grown crops are alfalfa, corn silage, and oats. Few areas are used for recreation and wildlife. Small acreages are rural residences. The urban trend continues to increase.

# General Soils Association Map

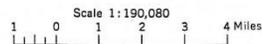


## SOIL ASSOCIATIONS

- 1 Hubbard-Nymore association: Nearly level to gently sloping, excessively drained soils that are sandy throughout
- 2 Zimmerman-Isanti-Lino association: Nearly level to undulating, excessively drained, somewhat poorly drained, and very poorly drained soils that are dominated by fine sands throughout
- 3 Hayder-Kingsley-Hayden association: Gently undulating to steep, well-drained soils formed in loamy glacial till
- 4 Emmert-Kingsley association: Gently undulating to steep, excessively drained and well drained soils formed in loamy and sandy glacial drift
- 5 Nessel-Dundas-Webster association: Nearly level to gently sloping, moderately well drained and poorly drained soils formed in loamy glacial till
- 6 Rifle-Isanti association: Nearly level, very poorly drained soils formed in organic material and fine sand

U. S. DEPARTMENT OF AGRICULTURE  
SOIL CONSERVATION SERVICE  
UNIVERSITY OF MINNESOTA AGRICULTURAL EXPERIMENT STATION

## GENERAL SOIL MAP ANOKA COUNTY, MINNESOTA



Compiled 1974



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

November 19, 2014

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 B.1

\*\*\*\*\*

**Agenda Item:**

MSA Resolution Revision

\*\*\*\*\*

**Requested Action:**

Revise Resolutions 2012-18 and 19 per MnDOT request

\*\*\*\*\*

**Background Information:**

On March 7, 2012 City Council approved two resolutions, one resolution (2012-19) designated certain streets for the Municipal State Aid System and a second resolution (2012-18) removed certain streets that were on the Municipal State Aid System. The new streets that have been designated are as follows:

- **MSAS 122 185<sup>th</sup> Avenue** - Laurel Road to Lexington Avenue (0.34 existing miles)
- **MSAS 123 Laurel Road** - 185<sup>th</sup> Avenue to Lakeshore Drive (0.53 existing miles)
- **MSAS 124 Lakeshore Drive** - Aspen Road to Laurel Road (0.55 existing miles)
- **MSAS 125 Lincoln Drive** - Aspen Road to Laurel Road (0.51 existing miles)
- **MSAS 126 Aspen Road** - Lincoln Drive to Lakeshore Drive (0.23 existing miles)

The streets that have been removed are as follows:

- **MSAS 112 Ulysses Street** - 181<sup>st</sup> Avenue to 187<sup>th</sup> Lane (0.39 existing miles and 0.41 non-existing for a total of 0.80 miles)
- **MSAS 114 Ulysses Street / 233<sup>rd</sup> Avenue** - 229<sup>th</sup> Avenue to Trunk Highway 65 (0.14 existing miles and 0.51 non existing miles for a total of 0.65 miles)
- **MSAS 115 Sims Road** - Trunk Highway 65 to Davenport Street (0.17 existing miles)
- **MSAS 118 241<sup>st</sup> Avenue** - Trunk Highway 65 to Baltimore Street (0.16 non-existing miles)
- **MSAS 119 Baltimore Street** - 237<sup>th</sup> Avenue to 241<sup>st</sup> Avenue (0.51 non-existing miles)

The Minnesota Department of Transportation has assigned route numbers to each of these streets and has requested that the resolutions be revised to include the route numbers. The revised resolutions also reflect the renaming of Longfellow Drive to 185<sup>th</sup> Avenue. A copy of Resolution No. 2014-45 and Resolution No. 2014-46 are attached.

**Attachments:**

Attachment 1- Resolution 2014-45

Attachment 2- Resolution 2014-46

Attachment 3- Location Map, MSA Street Additions and Removals

\*\*\*\*\*

**Fiscal Impact:**

To be determined

\*\*\*\*\*

**Recommendation(s):**

Staff requests Council approve Resolution 2014-45.

Staff requests Council approve Resolution 2014-46.

\*\*\*\*\*

**City Council Action**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_

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

**RESOLUTION NO. 2014-45**

**RESOLUTION ESTABLISHING MUNICIPAL STATE AID STREETS**

**WHEREAS**, it appears to the City Council of the City of East Bethel that the streets hereinafter should be designated as Municipal State Aid Streets under the provisions of Minnesota Law.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** The streets described as follows, to-wit:

- **MSAS 122 185<sup>th</sup> Avenue** - Laurel Road to Lexington Avenue (0.34 existing miles)
- **MSAS 123 Laurel Road** - 185<sup>th</sup> Avenue to Lakeshore Drive (0.53 existing miles)
- **MSAS 124 Lakeshore Drive** - Aspen Road to Laurel Road (0.55 existing miles)
- **MSAS 125 Lincoln Drive** - Aspen Road to Laurel Road (0.51 existing miles)
- **MSAS 126 Aspen Road** - Lincoln Drive to Lakeshore Drive (0.23 existing miles)

be, and hereby are established, located, and designated as Municipal State Aid Streets of said City, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

**BE IT FURTHER RESOLVED THAT:** The City Clerk is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for their consideration, and that upon their approval of the designation of said streets or portion thereof, that same be constructed, improved and maintained as Municipal State Aid Streets of the City of East Bethel, to be numbered and known as Municipal State Aid Streets.

Adopted this 19<sup>th</sup> day of November 2014 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Robert H. DeRoche, Jr., Mayor

ATTEST:

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Jack Davis, City Administrator

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

**RESOLUTION NO. 2014-46**

**RESOLUTION REVOKING MUNICIPAL STATE AID STREETS**

**WHEREAS**, it appears to the City Council of the City of East Bethel that the streets hereinafter described as Municipal State Aid Streets under the provisions of Minnesota Law;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** The streets described as follows, to-wit:

- **MSAS 112 Ulysses Street** - 181<sup>st</sup> Avenue to 187<sup>th</sup> Lane (0.39 existing miles and 0.41 non-existing for a total of 0.80 miles)
- **MSAS 114 Ulysses Street / 233<sup>rd</sup> Avenue** - 229<sup>th</sup> Avenue to Trunk Highway 65 (0.14 existing miles and 0.51 non existing miles for a total of 0.65 miles)
- **MSAS 115 Sims Road** - Trunk Highway 65 to Davenport Street (0.17 existing miles)
- **MSAS 118 241<sup>st</sup> Avenue** - Trunk Highway 65 to Baltimore Street (0.16 non-existing miles)
- **MSAS 119 Baltimore Street** - 237<sup>th</sup> Avenue to 241<sup>st</sup> Avenue (0.51 non-existing miles)

be, and hereby are revoked, as Municipal State Aid Streets of said City subject to the approval of the Commissioner of Transportation of the State of Minnesota.

**BE IT FURTHER RESOLVED THAT:** The City Clerk is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for their consideration.

Adopted this 19<sup>th</sup> day of November 2014 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

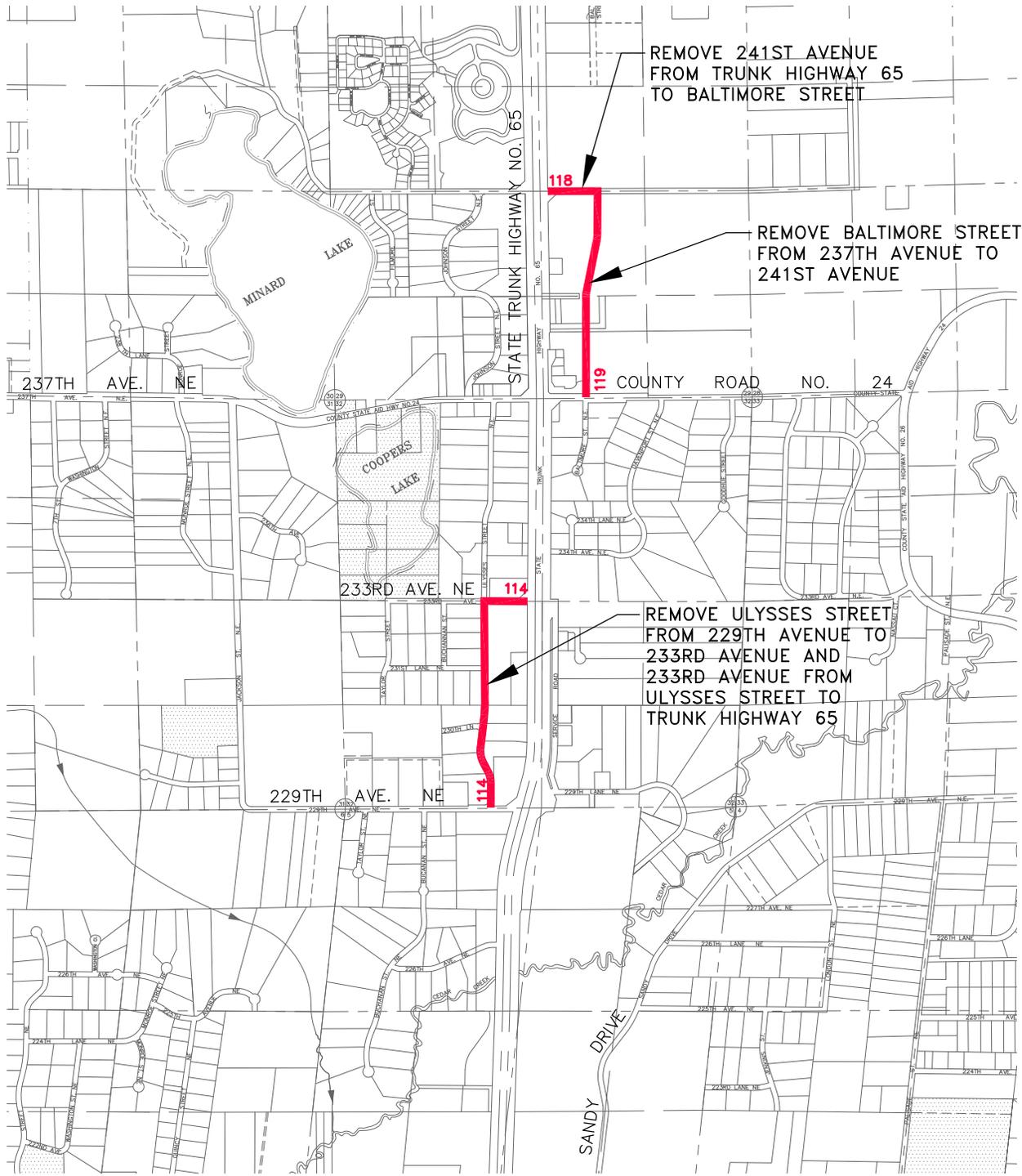
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Robert H. DeRoche, Jr., Mayor

ATTEST:

---

Jack Davis, City Administrator



PROPOSED STATE AID ROUTE REMOVAL





PROPOSED STATE AID ROUTE REMOVAL

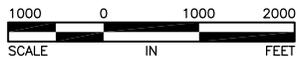
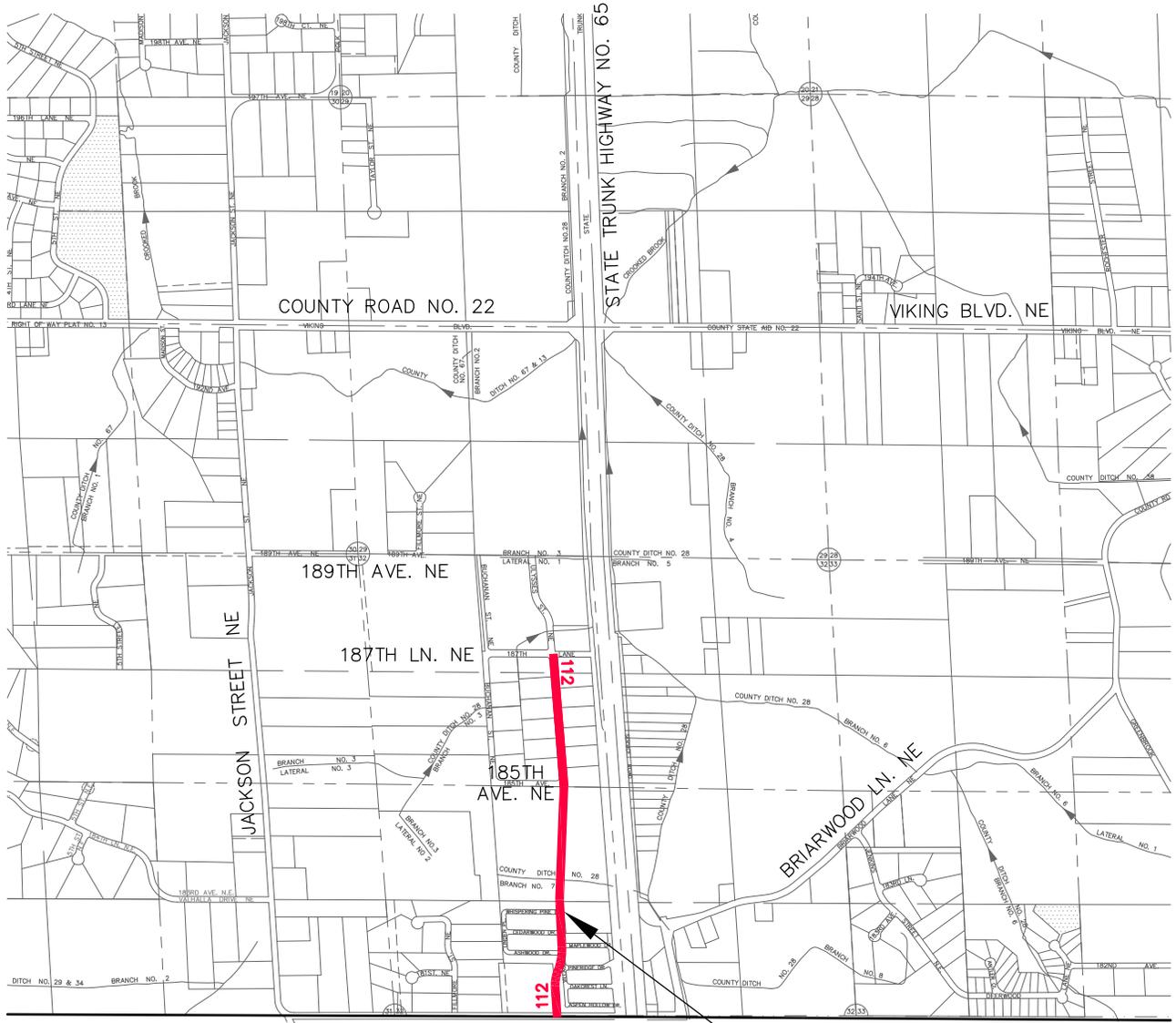
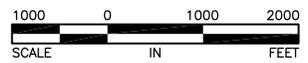


EXHIBIT 2

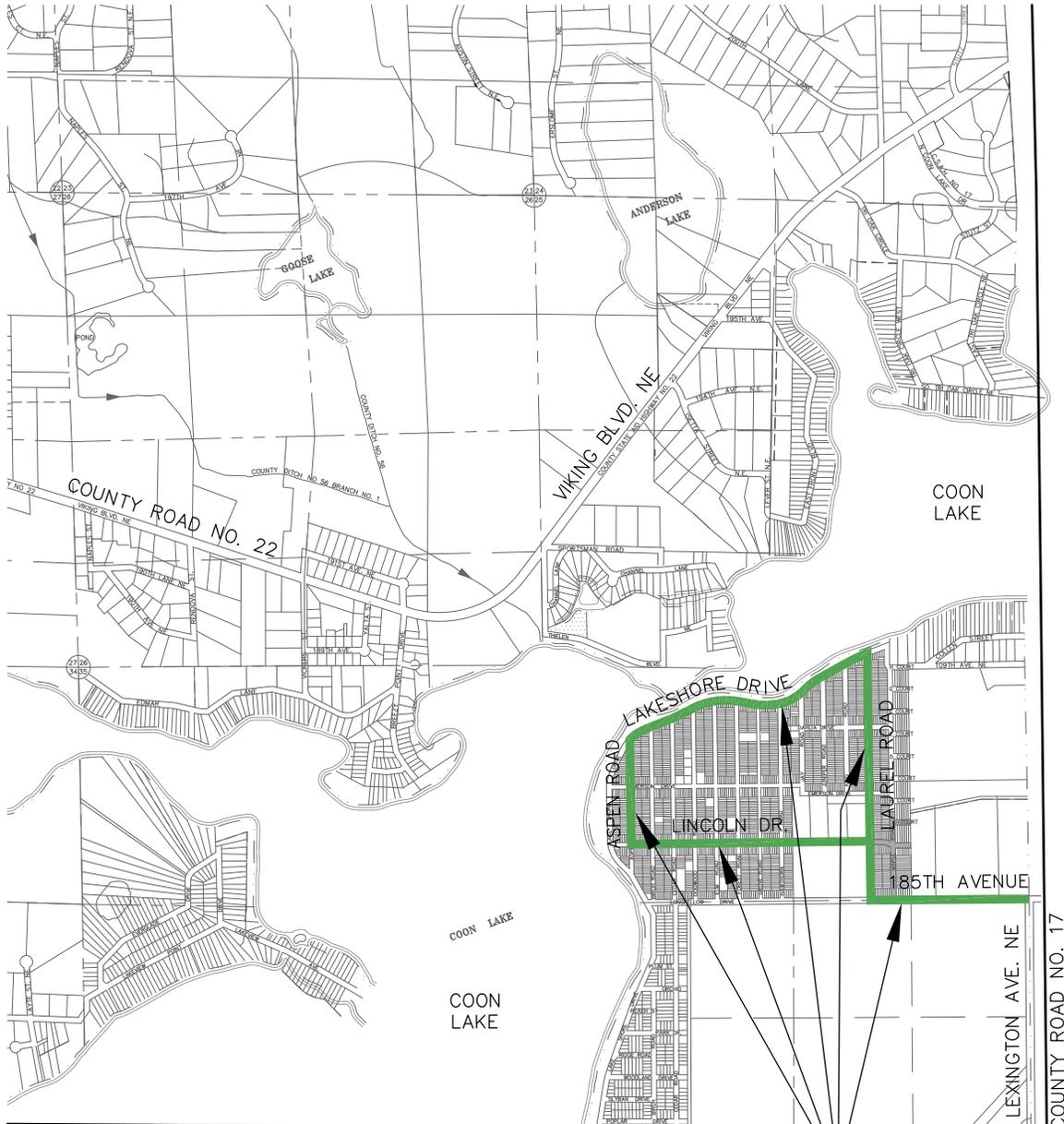


REMOVE ULYSSES STREET  
FROM 181ST AVENUE TO  
187TH LANE

 PROPOSED STATE AID ROUTE REMOVAL

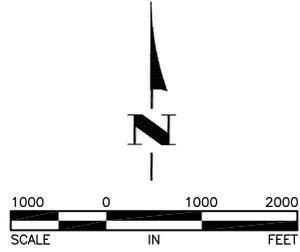


**EXHIBIT 3**



- ADD ROUTES:
- 185TH AVENUE
  - LAUREL ROAD
  - LAKESHORE DRIVE
  - LINCOLN DRIVE
  - ASPEN ROAD

PROPOSED NEW MUNICIPAL STATE AID ROUTE





# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

November 19, 2014

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 F.1

\*\*\*\*\*

**Agenda Item:**

HEARTSafe Community

\*\*\*\*\*

**Requested Action:**

Declare the City of East Bethel as a HEARTSafe Community

\*\*\*\*\*

**Background Information:**

HEARTSafe Communities is a program designed to promote survival from sudden out-of-hospital cardiac arrest. It is a general concept focused upon strengthening the “chain of survival” as described by the American Heart Association; it recognizes and stimulates efforts by individual communities to improve their system for preventing sudden cardiac arrest (SCA) from becoming irreversible death.

HEARTSafe is an open-source “collection of good ideas,” and is freely available for any regional agency interested in creating a program. There is no central authority that collects a fee or authorizes its use. It is a grass-roots concept that is spread by word-of-mouth, and support is primarily through peers.

The American Heart Association has identified a 5 step survival cycle and the most critical step is the bystander/witness involvement. Studies have shown that those minutes between calling 911 and emergency personnel arriving are critical. Knowing how to utilize CPR/AEDs (Automatic External Defibrillator) immediately will determine the survival rate for each individual.

The City of East Bethel City Council will be asked to declare an intention to become a HEARTSafe Community. This effort will be championed by firefighters from the East Bethel Fire Department (EBFD). EBFD plans to achieve the designation of “HEARTSafe” by performing these activities:

- Public Education and Awareness
- AED implementation

Public Education will be focused on the following topics:

- SCA Awareness (Sudden Cardiac Arrest)
- Good Samaritan laws
- Bystander CPR and AED use
- Where to find AED’s in our community

AED Implementation will consist of the following:

- Work with local businesses, churches, and other public areas to install AED's
- Track Existing AED's, register and verify working condition

This initiative is dependent upon individuals' time and energy more than on financial resources so it is an easy initiative to administer.

**Current Status:**

The City of East Bethel City Council declare our intention to become a Heartsafe Community  
 We have assembled a team dedicated to this initiative  
 We have added an AED checkbox on our inspection forms

Our next step is to schedule training for our team and kick off the initiative.  
 We plan to be fully in motion early 2015.

Here are some statistics on SCA (Sudden Cardiac Arrest):

**Sudden Cardiac Arrest**

- #1 Killer in America
- #1 Killer in the workplace
- 65% Occur in the home
- 95% Mortality Rate
- 1,000 Americans die a day
- 97% Die while awaiting 911/EMS
- Lay rescuer AED/CPR in first 2 min. = 85% survival rate

**Attachments:**

\*\*\*\*\*

**Fiscal Impact:**

There is no cost to the City at this time

\*\*\*\*\*

**Recommendation(s):**

Staff recommends City Council consider declaring the City of East Bethel as a HEARTSafe Community and appoint the Fire Department as the lead department of the City to head the program.

\*\*\*\*\*

**City Council Action**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

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Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

November 19, 2014

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 F.2

\*\*\*\*\*

**Agenda Item:**

Fire Department Report

\*\*\*\*\*

**Requested Action:**

Informational only

\*\*\*\*\*

**Background Information:**

The Fire Chief has provided reports of Fire Department emergency calls and emergency medical calls from the previous month.

\*\*\*\*\*

**Fiscal Impact:**

None

\*\*\*\*\*

**Recommendation(s):**

Informational only.

\*\*\*\*\*

**City Council Action**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_

## East Bethel Fire Department October 2014 Response Calls

Incident Number	Incident Date	Alarm Time	Location	Incident Type
415	10/31/2014	23:02	Hwy 65 and 239 <sup>th</sup>	Motor vehicle accident
414	10/31/2014	21:07	1234 219 AVE	EMS call
413	10/31/2014	13:49	607 Viking BLVD	EMS call cancelled en route
412	10/31/2014	10:52	21108 Polk ST NE	EMS call
411	10/30/2014	21:43	3501 190 AVE	Unauthorized burning
410	10/29/2014	18:20	19031 University AVE NE	EMS call
409	10/26/2014	16:42	19840 Naples ST NE	EMS call
408	10/25/2014	11:40	183 Ivy RD NE	Unauthorized burning
407	10/25/2014	05:47	930 203 LN NE	EMS call
406	10/24/2014	23:24	24355 HWY 65 NE	EMS call
405	10/24/2014	19:56	18164 HWY 65 NE	EMS call
404	10/24/2014	16:05	3833 Edmar LN	EMS call
403	10/23/2014	10:14	19385 University AVE NE	EMS call cancelled en route
402	10/21/2014	21:40	18410 Jackson ST NE	EMS call cancelled en route
401	10/21/2014	01:36	23621 Monroe ST	EMS call
400	10/20/2014	12:40	18164 Hwy 65	Vehicle Fire cancelled en route
399	10/18/2014	16:09	629 Sims RD NE	Unauthorized burning
398	10/18/2014	10:20	20331 Jewell ST NE	EMS call
397	10/17/2014	07:57	18164 65 HWY NE	EMS call cancelled en route
396	10/17/2014	06:32	22435 Palisade ST NE	EMS call
395	10/16/2014	12:14	2241 221st AVE NE	EMS call
394	10/16/2014	05:28	2810 Viking BLVD	EMS call
393	10/12/2014	19:14	4848 S Tri Oak CIR NE	EMS call
392	10/10/2014	19:52	3211 Viking BLVD	Motor vehicle accident
391	10/10/2014	19:28	183 Ivy RD NE	EMS call
390	10/10/2014	06:48	3322 207th LN NE	EMS call
389	10/09/2014	11:43	18425 Lakeview Point DR NE	EMS call
388	10/07/2014	17:03	20520 Polk ST	EMS call
387	10/07/2014	07:43	24109 Pierce ST NE	EMS call
386	10/06/2014	18:42	18164 HWY 65 NE	EMS call
385	10/05/2014	17:44	183 Ivy RD NE	EMS call
384	10/02/2014	19:15	18164 HWY 65 NE	EMS call
383	10/01/2014	19:11	18164 Hwy 65 NE	EMS call
382	10/01/2014	07:43	24355 HWY 65 NE	EMS call
<b>Total</b>				<b>34</b>

**East Bethel Fire Department  
Type of Medical Calls**

**October, 2014**

Number of Medical Calls 28

<b>Type</b>	<b>Number</b>	<b>Transport by Ambulance</b>
Medical Complications	10	9
Short of Breath	1	1
Cardiac	2	2
Bleeding	2	1
Illness	1	0
Trauma	1	1
Assist	0	0
Other	7	7
Cancelled Medical Call	4	0
<b>Totals</b>	<b>28</b>	<b>21</b>



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

November 19, 2014

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 F.3

\*\*\*\*\*

**Agenda Item:**

Accepting Surplus Boat, Motor and Trailer

\*\*\*\*\*

**Requested Action:**

Consider accepting, through the Federal Excess Property Program (FEPP), a rescue boat, motor and trailer from the Minnesota Department of Natural Resources (DNR)

\*\*\*\*\*

**Background Information:**

The Fire Chief has contacted the Federal Excess Property Program (FEPP) Manager of the Minnesota Department of Natural Resources (DNR) regarding the availability of a rescue boat, motor and trailer for the City of East Bethel Fire Department. This unit would REPLACE the current rescue boat, motors and trailer. Our existing rescue boat would be returned to the DNR for re-commissioning to another Fire Department, as it is owned by the DNR and on "Loan" to the City of East Bethel.

Our current rescue boat is a 20 foot inflatable vessel with twin 90 hp outboard motors. It is a surplus item from the Coast Guard via the DNR. It is large and difficult to navigate. The trailer is in need of a new axel and one the motors is having some mechanical problems with fuel pick up. The Fire Department personnel are not able to launch this boat on our lakes, other than Coon Lake. The City does not own the Boat, but uses it on loan from the DNR.

The available boat is a 2003, 17 foot Xpress "Duck Style" boat. The motor is a 2003 Yamaha 40 hp "Tiller" with electric start and trim/tilt. The trailer is also a 2003 model. The boat, motor and trailer are in excellent condition and have been thoroughly tested and operated by the Fire Chief and DNR personnel.

Although there is no cost for the boat, motor and trailer, the City would be responsible for the transportation costs to the DNR site in Willow River, MN of approximately \$ 2,300.00. This boat will be owned by the City Of East Bethel two years after being put into service by the Fire Department.

In the 2015 Equipment Replacement Budget, \$15,000 has been budgeted for a new rescue boat. If Council accepts the available boat, motor and trailer from the DNR, funds to pay the transportation and delivery cost will be covered from that account.

\*\*\*\*\*

**Fiscal Impact:**

As noted above

\*\*\*\*\*

**Recommendation(s):**

Staff recommends accepting the surplus boat, motor and trailer from the Minnesota Department of Natural Resources (DNR).

\*\*\*\*\*

**City Council Action**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

November 19, 2014

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 G.1

\*\*\*\*\*

**Agenda Item:**

Administrative Appeal-553 Lakeshore Drive

\*\*\*\*\*

**Requested Action:**

Consider approval of and a date for an Administrative Appeals Hearing for 553 Lakeshore Drive

\*\*\*\*\*

**Background Information:**

Heidi Moegerle and Gary Otremba were directed by City Staff to correct City Ordinance compliance issues relating to 553 Lakeshore Drive on June 11, 2014 and August 20, 2014 (Attachment 1). The required date for compliance for this matter was October 21, 2014. As a result of this directive, Ms. Moegerle and Mr. Otremba requested the Planning Commission review this matter, not as a variance request, but as to a continuance of a non-conformity during the process of building demolition.

The Planning Commission reviewed this matter at their September 23, 2014 meeting and unanimously voted to uphold the decision of the City Attorney, City Staff and the directives in the letter of August 20, 2014.

While Ms. Moegerle and Mr. Otremba are basing their appeal on the section of the City Code that relates to decisions of the Building Official and Building Code issues, all decisions on this matter have been those of the City Administrator and the Planning Commission with the concurrence of the City Attorney.

The request by the appellants to appeal under Chapter 14, Article II, Section 14-23 does not apply in this situation as the Building Official never rendered any opinions or made any decisions on the zoning, legal and/or land use matters or participated in the decision to deny any further building permits until the compliance matters are resolved. Therefore, the process for appeal is subject to City Code Chapter 2, Article X, Section 2-590, Administrative Appeals (See Attachment 2)

This appeal has been initiated by a written notice from the appellants dated November 10, 2014 (Attachment 3).

The appeal would be conducted under the normal process of a Public Hearing where the appealing party would have the opportunity to submit their written basis and reason for the appeal and offer an oral presentation. At the conclusion of their presentation, Council would discuss the matter. The appealing party would not engage in debate with the Council during this

phase of the hearing and would respond only to questions by Council. At the conclusion of the Council discussion, Council would provide direction to Staff based on Council findings and rulings for the disposition of this matter of for separate adoption at the following meeting.

**Attachments:**

Attachment 1- August 20, 2014 Compliance Memo

Attachment 2- City Code, Section 2-590 and 14-23

Attachment 3- Written Notice of Appeal

\*\*\*\*\*

**Fiscal Impact:**

To be determined

\*\*\*\*\*

**Recommendation(s):**

Staff recommends that City Council set a date for the requested appeal on December 3, 2014 or at a date that is convenient to Council.

\*\*\*\*\*

**City Council Action**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Vote Yes:\_\_\_\_\_

Vote No:\_\_\_\_\_

No Action Required:\_\_\_\_\_



August 20, 2014

To: Heidi Moegerle and Gary Otremba

From: Jack Davis, City Administrator

Subject: 553 Lakeshore Drive.

**Update of Memorandum dated June 11, 2014**

The Minnesota State Building Code, R306, requires the presence of working plumbing fixtures and a compliant sewage disposal system for a structure to be habitable. In the case where these facilities do not or no longer exist, the facility is deemed uninhabitable. As it is no longer habitable, it loses its status as a principal structure and any "grandfather protection, it may have had, from requirements of non-conforming uses of City Code.

Additionally, as the structure has been abandoned or unoccupied for at least one year, it has also lost its "grandfather" status per Minn. Stat 462.357 Subd 1e(1) relative to the application of the Shoreland Overlay and other applicable Zoning Code sections.

As to the current residential structure upon which demolition is ongoing, the same will not be allowed to be utilized as an occupied space for human habitation given the lack of a compliant septic system and the plumbing issues as noted above. At a minimum the existing cabin section must be removed and demolished. Any remaining uses of the site will have to be compliant with the City Zoning Code.

Based our meeting of May 20, 2014 and per the easement agreement for the septic system, the retaining wall, that is a component of the septic system and as is regulated by Appendix A, Section 15 and Section 62-72 of the City Code, must be removed and any material in this area that is necessary to comply with these portions of the Code and the Shoreland Overlay requirements of the City Code must be moved at the owner's expense. The following, along with all necessary permits, will be required to meet City Code in regards to 553 Lakeshore Drive:

- All demolition must be completed in 6 months from the issuance of an extension of a demolition permit. The extended demolition permit was issued on April 21, 2014. As a condition of the demolition permit, documentation for the abandonment of the septic system was required by May 21, 2014. Please submit the required documentation by September 2, 2014 to Nick Schmitz.
- The garage and a part of the 1985 addition to the cabin can remain as an accessory structure provided that the square footage of these structures does not exceed 960 square feet, the remaining portions of the building are structurally sound and meet City/State Building Codes and compliance is maintained with all other sections of the City Code, including any lot merger that may be required.

- The “boathouse” can remain as an existing shed if it is less than 120 square feet, proves to be structurally sound, is the only shed on the property and is equipped with doors that meet Building Code requirements.
- The lots comprising, 553 Lakeshore Drive and 179 Forest Road, will have to be combined as prescribed in Appendix A, Zoning, Section 57, 14 A. 3).
- The retaining wall and fill that is a component of the septic system on the property will have to be removed or moved and all grading activities will have to comply with the specifications in Appendix A, Zoning- Shoreland Overlay District, Section 57 and as referenced in paragraph 4 of this Memorandum.
- The septic system must be removed per City Code/MPCA requirements. A grading permit will be required for the movement of more than 10 cubic yards of material as required by Section 57, E, Topographic Alterations/Grading and Filling and as indicated by e-mail communication on July 23, 2014 and our meeting on July on July 28, 2014.

Staff has made reasonable efforts to resolve the Code issues regarding this property. As this has been a matter that has been on-going for over a year, please complete all the items as listed by October 21, 2014.

Should you disagree with interpretation and application of City Code as it applies to this situation, I would recommend that you apply for a variance and present your request to the Planning Commission.

**Attachment 2-East Bethel City Code Sections Relating to Appeals of Administrative and Building Official Decisions.**

**CHAPTER 2,ARTICLE X. - ADMINISTRATIVE APPEAL**

**Sec. 2-590. - Process.**

(a)If any person shall be aggrieved by any administrative decision of the city administrator, any other elected or appointed city official or employee, or any committee or commission not having within its structure an appellate procedure, such aggrieved person is entitled to a full hearing before the council upon serving a written request therefor upon the city administrator or his designee at least 15 days prior to any regular council meeting. Such request shall contain a statement setting forth the administrative decision to be challenged by the appellant, including specific ordinance, policy, procedure or law allegedly violated.

(b)At such hearing the appellant may present any evidence he deems pertinent to the appeal. However, the city shall not be required to keep a verbatim record of the proceedings.

(c)The mayor, or other officer presiding at the hearing, may, in the interest of justice or to comply with time requirements and on his own motion or a member of the city council, adjourn the hearing to a more convenient time or place. Such time and place shall be determined prior to adjournment of the hearing pursuant to this article.

*(Ord. No. 104B, § 24(24-1), 10-3-2007)*

**Sec. 2-591. - Rules of procedure for appeals and other hearings.**

The city council may adopt by resolution certain written rules of procedure to be followed in all administrative appeals and other hearings to be held before the council. Such rules of procedure shall be for the purpose of establishing and maintaining order and decorum in the proceedings.

*(Ord. No. 104B, § 24(24-2), 10-3-2007)*

**Chapter 14, Article II**

**Sec. 14-23. - Local board of appeals**

(a)In order to hear and decide appeals of orders, decisions, or determinations made by the building official relative to the application and interpretation of this Code, there shall be and is hereby created a board of appeals.

(1)The board of appeals shall consist of three members, appointed by the city administrator who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

(2)The building official shall be an ex officio member of said board but shall have no vote on any matter before the board.

(3) Appeals hearings must occur within ten working days from the date the city receives a properly completed, written application for appeal filed with the city clerk. If an appeal hearing is not held within this time, the applicant may appeal directly to the State Building Code appeals board.

(4) Costs of the appeal, if any, shall be paid by the prevailing party. The city may require a reasonable escrow to cover the projected cost.

*(Ord. No. 32, Second Series, § 1, 11-16-2011)*

## Jack Davis

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**From:** Heidi Moegerle [hmoegerle@mail.com]  
**Sent:** Monday, November 10, 2014 4:01 PM  
**To:** Jack Davis  
**Cc:** Gary Otremba; Darlene Moegerle  
**Subject:** Notice of Appeal and Response to October 20 letter

Mr. Davis:

I am snowed in and will be unable to deliver the hard copy of the Notice of Appeal and Response to your letter of October 20 which include attachments/exhibits today.

Rather than ask for an additional extension of time to Wednesday, please be advised of the following:

**Notice of Appeal on the following issues:**

1. Unreasonable/unlawful refusal to consider/accept our modification of our demolition plans as stated to you personally on or about May 20, 2014 and again on July 28, 2014 of the structure at 553 Lakeshore Drive;
2. Unreasonable/unlawful refusal/denial of building permit to complete the rehabilitation/repair of unsafe area of the living space of 553 Lakeshore Drive as required by law;
3. Unreasonable/unlawful demand to abandon well and septic tank at 553 Lakeshore Drive;
4. Unreasonable/unlawful demand to combine properties that Minn Statute 462.357(1)(e)(h) states MUST remain separate:

(h) Notwithstanding paragraph (f), contiguous nonconforming lots of record in shoreland areas under a common ownership must be able to be sold or purchased individually if each lot contained a habitable residential dwelling at the time the lots came under common ownership and the lots are suitable for, or served by, a sewage treatment system consistent with the requirements of section 115.55 and Minnesota Rules, chapter 7080, or connected to a public sewer.

(REMEMBER: we LOST on ALL aspects of our petition to reduce the taxes on the 553 property. Since we lost on all counts, it is as if we had not argued that the house was uninhabitable...when in fact it was merely unsafe.)

5. Unreasonable/unlawful demand that the retaining wall be removed from the 553 property;
6. Unreasonable/unlawful demand under color of law to remove the septic system; and/or
6. Costs, reimbursement for septic tank and punitive damages for requiring responses to unreasonable/unlawful harrasing demands.

Response to October 20, 2014 letter:

Our response can be distilled to the following:

Neither demand is sufficiently clear to demonstrate that the City has any legal right to require the owners to take the action demanded (12(b)(6) - failure to state a claim upon which relief can be granted.

Notwithstanding the foregoing, which is sufficient, response to unreasonable/unlawful demands are listed as follows, jointly and in the alternative as provided by law:

Removal of retaining wall is an unreasonable/unlawful and fraudulent attempt under the color of law to deprive the Owners of their property rights:

1. The City is charged with notice of ALL facts in the file on 553 Lakeshore. It is clear from the file that the City Council, on October 1, 1986 established that the agreement between Roger Schoer and the City was limited to: "A statement of consent from the City to be drawn up and an indemnification from the property

owner to the City for anyone running into it causing harm to either themselves or the system/wall. All in favor; motioned carried."

The City Council NEVER ratified the terms additional to those stated in the October 1, 1986 minutes that are contained in the Agreement that was ultimately signed. Only the terms that were ratified by the Council are enforceable. The terms requiring that the retaining wall and the septic system be removed were NOT ratified by the Council and are unenforceable.

The City knew or should have known that the terms of the Agreement were unenforceable and that the demand to remove the septic tank (acted upon by the Owners) was fraudulent and that its continued demand to remove the retaining wall with threat of legal action is equally fraudulent.

2. The "agreement" was not recorded in the chain of title and does not run with the land;
3. The "agreement" terminated at the time that the City learned that there was an issue with soil separation on the property...approximately November 2011. At that time, the "owner" of the property was fixed as Michael McClain. The City must seek its remedy, if at all, against Mr. McClain.
4. The City failed to enforce the terms of the agreement against Mr. McClain operates as a complete legal waiver against subsequent owners.
5. Retaining walls are not illegal in the City right of way and the retaining wall that is the subject of this matter is not failing. **The only vehicle known to have struck the retaining wall in 30 YEARS** is the City's snowplow on January 20, 2014. The snowplow was not damaged and the City repaired the damage to the retaining wall in a satisfactory manner. There is no legitimate, reasonable interest of the City to have the retaining wall removed.

Joinder of the two properties in an unreasonable/unlawful attempt by the City to deprive the Owners of their property rights:

1. The owners disclosed to the City the unsafe condition of the area of the original cabin at the time of the purchase of the original permit; verbal updates throughout the life of the permit; renewal of the permit and at meetings with Mr. Davis on or about May 20, 2014 and on July 28, 2014. At each and every meeting it was made clear that the owners intended to preserve as much of the living space as was economically feasible with minimal disturbance of the soil, due the property being within the Shoreland (overlay) District.

The owners were told to keep the City apprised of the progress in determining how much of the building could be saved by the Building department staff. The owners would not be required to provide a site plan or floorplan until the final floor plan was determined.

On or about May 20, 2014 and on July 28, 2014 the owners advised the City that they had determined that it was economically reasonable and structurally feasible to preserve the living area as a principle structure, but were unreasonably and unlawfully refused by the City Administrator. The owners were and are at all times ready, willing and able to preserve the residence as a residence, upgrading the systems, utilities and structure as required.

2. Minnesota statute allow homes with unsafe areas to be repaired and rehabilitated, even if they are non-conforming.
3. East Bethel ordinance provides for an unlimited extensions of time to complete any permit as long as progress is being made toward the permit goals...which owners continually provided to the City.
4. To the extent that the City contends that a "demolition permit is a building permit" the City cannot legally deny the owners a building permit to rehabilitate/reconstruct the 3.5' portion of the cabin that had to be removed in order to complete the structurally sound repair.

The final document will be much more detailed and cite to the law more specifically, however, I am sure that you have sufficient gist of the point of our objections and response so as not to be prejudiced by the fact that the formal notice and responses will not arrive until Wednesday, November 12, 2014.

Heidi L. Moegerle  
Gary Otremba