

City of East Bethel

City Council Agenda

Regular Council Meeting – 7:30 p.m.

Date: January 21, 2015



	<u>Item</u>	
7:30 PM	1.0	Call to Order
7:31 PM	2.0	Pledge of Allegiance
7:32 PM	3.0	Adopt Agenda
7:33 PM	4.0	Presentations
	Page 3	A. Resolution 2015-06, Recognition of Bob DeRoche
	Page 4-7	B. SRWMO 2016 Budget Presentation—Leon Mager
	Page 8-10	C. Sheriff's Report
7:45 PM	5.0	Council Actions
	Page 11-12	1. Planning Commission Appointments
7:48PM	6.0	Public Forum
8:00 PM	7.0	Consent Agenda

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

Page 15-19	A.	Approve Bills
Page 20-46	B.	Meeting Minutes, January 7, 2015 City Council Meeting
Page 47-53	C.	Approve Letter of Engagement for Continuing Disclosure Services
Page 54	D.	Resolution 2015-07 Setting Meeting Time for 2015 Council Meetings
Page 55	E.	Resolution 2015-08 Setting Standing Work Meeting Date
Page 56	F.	Firefighter Resignation
	G.	Firefighter Probation
Page 57	H.	Set Date for Spring Recycle Day
Page 58-62	I.	Resolution 2015-09 Approving the Classification and Public Sale of Tax Forfeited Land

New Business

8:02 PM	8.0	Commission, Association and Task Force Reports
	A.	Planning Commission
	B.	Economic Development Authority
	C.	Park Commission
	D.	Road Commission

8:07 PM 9.0 Department Reports

	A.	Community Development
	B.	Engineer
Page 63-80		1. Nordin Estates Drainage Project
	C.	City Attorney
	D.	Finance
	E.	Public Works
Page 81-85		1. 2015 JPA Projects

- Page 86-91 F. Fire Department
 - 1. Monthly Report
- Page 92-93 G. City Administrator
 - 1. Set Date for Spring Town Hall Meeting

- 8:30 PM** **10.0 Other**
 - A. Staff Report
 - B. Council Reports
 - C. Other
 - D. Closed Session- Property Acquisition Minn. Statute § 13D.05 subd. 3 (c).

- 8:50 PM** **11.0 Adjourn**

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

RESOLUTION NO. 2015-06

**RESOLUTION RECOGNIZING AND EXPRESSING APPRECIATION FOR SERVICE
TO THE CITY BY MR. ROBERT DeROCHE**

WHEREAS, Mr. Robert DeRoche has served the City as a member of the City Council for three years and Mayor for one year; and

WHEREAS, Mr. DeRoche has served as a member of the Economic Development Authority, the Council Liaison to the Road Commission, Fire and Police Departments and the Finance and Sandhill Crane Management Committee;

WHEREAS, Mr. DeRoche has been active and involved in the City's economic development activities and efforts to attract and retain business; and

WHEREAS, Mr. DeRoche has been an advocate of responsible government and has been instrumental in maintaining City services during periods of budget reductions;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: The City Council hereby recognizes the contributions by Mr. DeRoche and expresses its thanks and appreciation to Mr. Robert DeRoche for his service to the City.

Adopted this 21st day of January, 2015 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Steve Voss, Mayor

Tim Harrington
Council Member

Ron Koller
Council Member

Brian Mundle
Council Member

Tom Ronning
Council Member

ATTEST:

Jack Davis, City Administrator



City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 4.0 B

Agenda Item:

Sunrise River Water Management Organization (SRWMO) proposed 2016 Budget

Requested Action:

Review and consider for approval or comment the East Bethel share of the SRWMO 2016 Budget

Background Information:

The SRWMO’s draft 2016 budget is attached for your review. Any requests to modify the budget must be presented to the SRWMO prior to their May 7, 2015 meeting. After that date, and absent any comments or direction from East Bethel, our portion of the budget would be considered approved at the level indicated for 2016.

This budget is substantially reduced compared to recent years due to several large projects that have been fully funded. However, the budget is forecast to increase again in 2018-2019 due to an update of the watershed management plan and projects which are a required mandate. The SRWMO understands that a fluctuating budget proposals can be difficult for the member communities to prepare for and they recognize the difficulties this can pose. However this is a better budgeting option than levying excess dollars in years of lesser obligations and carrying those funds forward to years with projected increased costs.

The proposed 2016 SRWMO Budget is \$32,705 as compared to the 2015 budget of \$47,010. East Bethel’s portion of the budget, as presented in the attachment, is proposed to be \$10,272 or a reduction of 32% from the 2015 share of \$15,004.

East Bethel Citizen Representative Leon Mager will present the proposed budget and be available for questions.

Attachments:

Proposed 2016 SRWMO Budget

Fiscal Impact:

As noted above

Recommendation(s):

Staff requests the City Council review and consider approval or comment on the SRWMO 2016 Budget.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



Sunrise River

Watershed Management Organization

2016 Budget Breakout - DRAFT 1/12/2015

	Cost	Linwood	East Bethel	Columbus	Ham Lake
		46.40%	32.93%	16.72%	3.95%
NON-OPERATING EXPENSES (split by percentages)					
Grant Search and Applications	\$1,000.00	\$464.00	\$329.30	\$167.20	\$39.50
Lake Level Monitoring	\$1,250.00	\$580.00	\$411.63	\$209.00	\$49.38
Lake Water Quality Monitoring	\$3,350.00	\$1,554.40	\$1,103.16	\$560.12	\$132.33
Lake Water Quality Monitoring - Improvement Project Effectiveness	\$3,250.00	\$1,508.00	\$1,070.23	\$543.40	\$128.38
Stream Water Quality Monitoring	\$1,400.00	\$649.60	\$461.02	\$234.08	\$55.30
Stream Hydrology Monitoring	\$1,250.00	\$580.00	\$411.63	\$209.00	\$49.38
Reference Wetland Hydrology Monitoring	\$1,725.00	\$800.40	\$568.04	\$288.42	\$68.14
Upcoming Water Quality Projects	\$10,000.00	\$4,640.00	\$3,293.00	\$1,672.00	\$395.00
SRWMO Cost Share Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Website – Annual Operations	\$505.00	\$234.32	\$166.30	\$84.44	\$19.95
Lakeshore Landscaping Marketing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SRWMO Annual Education Publication/Newsletter Article	\$500.00	\$232.00	\$164.65	\$83.60	\$19.75
Legal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Financial Audit	\$2,200.00	\$1,020.80	\$724.46	\$367.84	\$86.90
Advertise Bids for Pro Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SUBTOTAL	\$26,430.00	\$12,263.52	\$8,703.40	\$4,419.10	\$1,043.99
		Linwood	East Bethel	Columbus	Ham Lake
	Cost	25.00%	25.00%	25.00%	25.00%
OPERATING EXPENSES (split equally four ways)					
Administrator (on-call, limited)	\$1,875.00	\$468.75	\$468.75	\$468.75	\$468.75
Annual Report to BWSR and Member Communities	\$800.00	\$200.00	\$200.00	\$200.00	\$200.00
Annual Financial Report to State Auditor	\$300.00	\$75.00	\$75.00	\$75.00	\$75.00
Secretarial or Other Administrative	\$1,000.00	\$250.00	\$250.00	\$250.00	\$250.00
Liability Insurance	\$2,000.00	\$500.00	\$500.00	\$500.00	\$500.00
Administrative Assistance – City of East Bethel	\$300.00	\$75.00	\$75.00	\$75.00	\$75.00
SUBTOTAL	\$6,275.00	\$1,568.75	\$1,568.75	\$1,568.75	\$1,568.75
GRAND TOTAL	\$32,705.00	\$13,832.27	\$10,272.15	\$5,987.85	\$2,612.74

Multi-Year SRWMO Budgeting Comparison

Draft Dec. 22, 2014

Category	Type	2013 Budget	2014 Budget	2015 Budget	In Watershed Mgmt Plan for 2016	2016 Draft Budget
ACD Proposal	Operating Expenses	\$1,500	\$2,850	\$2,910	\$2,500	\$2,975
	Non-Operating Expenses	\$41,620	\$41,314	\$41,000	\$22,178	\$24,230
Other Expenses	Operating Expenses	\$3,350	\$3,300	\$3,100	\$4,400	\$3,300
	Non-Operating Administrative Costs	\$1,425	\$1,000	\$0	\$1,550	\$2,200
	Non-Operating Costs - Other	\$0	\$0	\$0	\$0	\$0
TOTAL		\$47,895	\$48,464	\$47,010	\$30,628	\$32,705

Future years budgeting expectation from the Watershed Plan

Year	Watershed Plan Budget Estimate	Notes
2017	\$29,815	
2018	\$47,744	Watershed plan update begins and is most of projected cost increase.
2019	\$62,195	Watershed plan update is most of projected cost increase.



City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 4.0 C

Agenda Item:

Sheriff's Department Report

Requested Action:

Information Item

Background Information:

The December 2014 Sheriff's Report will be presented by a representative of the Anoka County Sheriff's Department.

Attachments:

Attachment 1 – December Report

Fiscal Impact:

Recommendation(s):

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

**Anoka County Sheriff's Office Report
December 2014**

12/03/14 – No Contact Order Violation. Deputies were called to a residence on a violation of a no contact order. The no contact order was verified and the male was arrested. The male admitted to having been at the residence “awhile”.

12/14/14 – Felony Domestic Assault / Felony Damage to Property. Deputies were called to a local establishment on a domestic assault report. Upon meeting with the victim she reported being pushed by the suspect as he was verbally abusing her. The suspect fled the establishment when patrons became involved. The victim contacted the Sheriff's Office. Due to prior convictions for violating a no contact order, the assault level was raised to a felony. The victim returned home and found her garage door had been driven into and severely damaged. The suspect's vehicle was located in his driveway, with fresh damage to the bumper. The suspect was not located. Charges are pending.

12/20/14 – House Fire. Deputies were called to a house fire. The neighbor reported hearing some explosions and upon looking out his window, saw his neighbor's house on fire. The homeowner was home when the fire started. He reported seeing smoke and flames in his garage and tried to call for help but his phone was not working. The homeowner went to a relative's down the street to call. The house was a total loss.

12/25/14 – 5th Degree Assault. Deputies were called to a report of an assault that had occurred. The victim reported he was on his deck, taking pictures of people and vehicles that were going to and from his neighbor's residence. The victim stated a male leaving the residence said “Merry Christmas” to him. The victim stated he did not respond to this male. The male then waved at him. The victim still didn't respond. The male then began questioning him about why he was taking pictures. The victim exchanged words with the suspect at which time the suspect ran up onto the deck and struck the victim with his fists. The victim did not know the suspect and did not sustain any visible injury. Deputies went next door to try and identify the suspect and were advised that there had not been anyone at their house this evening. The photo that was taken was not very clear and only identified the male as white wearing a dark jacket. Deputies were called back to the scene a few hours later by the victim who thought the

suspect may have returned to the neighbor's house. Deputies were allowed entry into the neighboring house but did not locate anyone matching the suspect description that the victim had given.

DWI's: There were two DWI arrests in December.



City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 5.0

Agenda Item:

Planning Commission Appointments

Requested Action:

Reconsider the tabled motion of January 7, 2015 relating to the appointment of Planning Commission Members.

Background Information:

City Council considered the Planning Commission’s recommendation of an appointment to the Commission for a vacancy and requests for re-appointment of two members whose terms are to expire on January 31, 2015. This matter was tabled at the January 7, 2015 for further discussion. Directions were given to Staff to invite those applicants to the January 21, 2015 City Council meeting for discussions with Council.

Councilperson Ronning, the maker of the motion to table this issue, has since concluded that it would be in the best interest of the City to respect the Commission’s recommendations and approve the appointments as presented. As such it is therefore unnecessary for those considered for appointment to attend the Council meeting for questions. As a result, the tabled motion of approval of the appointments of Sherry Allenspach to fill Brian Mundle’s vacated term, Glenn Terry and Eldon Holmes with comments that relate to the duties of the appointees will be reintroduced for consideration.

Attachments:

Fiscal Impact:

To be determined

Recommendation(s):

Glenn Terry and Eldon Holmes, current Planning Commission members whose terms expire on January 31, 2015, have requested to be reappointed to another three year term on the Commission. The Planning Commission at their December 16, 2014 meeting endorsed their reappointment request and recommend that City Council reappointment Glen Terry and Eldon Holmes to the Commission.

The Planning Commission also interviewed two applicants, Sherry Allenspach and Robert DeRoche, for the vacancy created by Brian Mundle’s resignation. The Commission by a 5-2 vote recommend that City Council appoint Sherry Allenspach to fill Brian Mundle’s term which will expire on January 31, 2017.

Staff recommends that Council re-consider the tabled motion and approve the recommended appointments.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 7.0 A- I

Agenda Item:

Consent Agenda

Requested Action:

Consider approving Consent Agenda as presented

Background Information:

Item A

Approve Bills

Item B

January 7, 2015 Council Meeting Minutes

Meeting minutes from the January 7, 2015 City Council Meeting are attached for your review.

Item C

Approve Letter of Engagement for Continuing Disclosure Services

As an issuer of municipal securities, the City is required to comply with all continuing disclosure obligations. Ehlers & Associates, Inc. has been assisting the City comply with all CDU obligations in the past. Fulfilling this obligation requires research, preparation and filing of disclosure reports within specific time frames. The City has five debt service issues that are subject to the disclosure. Ehlers will complete this requirement for an annual cost of \$3,300, which will be paid for by each of the bond issue funds needing the disclosure submitted.

Item D

Resolution 2015-07, Setting Meeting Time for 2015 Council Meetings

Attached is Resolution 2015-07 which proposes to change the start time of City Council Meetings from 7:30 PM to 7:00 PM

Item E

Resolution 2015-08, Setting Meeting Date for Standing Work Meeting

Attached is Resolution 2015-08 which establishes a Standing Work Meeting for City Council for the 4th Wednesday of the month.

Item F

Accept Resignation of Fire Fighter

Eric Andersen has submitted his resignation as Fire Fighter with the City of East Bethel. Eric is not able, at this time, to dedicate the time and effort needed to be part of the Fire Department.

Eric has been a great asset to the City of East Bethel, the East Bethel Fire Department and our community.

Item G

Approve as an Active Firefighter

Fire Fighter Ben Uden has completed his one year probation and has met all qualifications required by the Department. The Fire Chief recommends that this Fire Fighter be appointed an active Fire Fighter Status as of January 1, 2015.

Item H

Spring Recycle Day

Saturday, April 25, 2015 from 8 AM to 1 PM is proposed as the date and time for the Spring Recycle Day at the Ice Arena parking lots. Saturday, May 3 from 8 AM to noon is proposed as the date and time for the Coon Lake Beach Cleanup Day. These dates do not conflict with Easter or Mother's Day.

Item I

Resolution 2015-09, Approving the Classification and Public Sale of Tax Forfeited Land

Resolution 2015-09 approves the classification of non-conservation and public sale of the tax forfeited properties 36-33-23-24-0259 (Coon Lake Beach) and 20-33-23-31-0001 (Unplatted) by Anoka County. Staff has reviewed the property information and is recommending approval of the classification and public sale.

Fiscal Impact:

As noted above.

Recommendation(s):

Staff recommends approval of the Consent Agenda as presented.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



Payments for Council Approval January 21, 2015

Bills to be approved for payment	\$101,519.41
Electronic payroll payments	\$28,618.26
Payroll - City Council - January 15, 2015	\$1,775.99
Payroll - Fire Department - January 15, 2015	\$7,036.20
Payroll - City Staff - January 15, 2015	\$37,138.44
Total to be Approved for Payment	\$176,088.30

City of East Bethel

January 21, 2015

Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
2010A GO Water Utility Rev Bnd	Fiscal Agent s Fees	3860465	US Bank	310	31000	\$450.00
2010C GO Bond	Fiscal Agent s Fees	3860463	US Bank	312	31200	\$450.00
215-221st 65 Service Rd	Architect/Engineering Fees	33982	Hakanson Anderson Assoc. Inc.	402	43125	\$959.96
Arena Operations	Bldg/Facility Repair Supplies	1539-342930	O'Reilly Auto Stores Inc.	615	49851	\$32.33
Arena Operations	Bldgs/Facilities Repair/Maint	122914	Wright-Hennepin Coop Electric	615	49851	\$29.95
Arena Operations	Bldgs/Facilities Repair/Maint	34485365	Trane U.S. Inc.	615	49851	\$946.50
Arena Operations	Dues and Subscriptions	011215	St. Francis Youth Hockey	615	49851	\$250.00
Arena Operations	Motor Fuels	1085202589	Ferrellgas	615	49851	\$411.42
Arena Operations	Motor Fuels	1085393429	Ferrellgas	615	49851	\$228.73
Arena Operations	Refuse Removal	437676	Ace Solid Waste, Inc.	615	49851	\$204.75
Arena Operations	Small Tools and Minor Equip	501634	Ham Lake Hardware	615	49851	\$14.34
Arena Operations	Small Tools and Minor Equip	502131	Ham Lake Hardware	615	49851	\$21.51
Building Inspection	Electrical Inspections	010115	Brian Nelson Inspection Svcs	101		\$1,875.75
Building Inspection	Motor Fuels	118769	Mansfield Oil Company	101	42410	\$156.51
Building Inspection	Motor Fuels	158293	Mansfield Oil Company	101	42410	\$128.82
Building Inspection	Office Supplies	IN0698298	Innovative Office Solutions	101	42410	\$55.50
Building Inspection	Software Licensing	2015-0015	PermitWorks, LLC	101	42410	\$1,495.00
Building Inspection	Surcharge Remittance	4th Qtr 14	MN Dept Labor & Industry	101		\$1,378.47
Central Services/Supplies	Information Systems	01 2015	Midcontinent Communications	101	48150	\$1,278.00
Central Services/Supplies	Information Systems	B150107J	Anoka County Treasury Dept	101	48150	\$225.00
Central Services/Supplies	Office Equipment Rental	269765970	US Bank Equipment Finance	101	48150	\$269.50
Central Services/Supplies	Office Supplies	IN0698298	Innovative Office Solutions	101	48150	\$97.26
Central Services/Supplies	Telephone	122814	CenturyLink	101	48150	\$92.71
City Administration	Professional Services Fees	M21007	TimeSaver Off Site Secretarial	101	41320	\$307.25
City Administration	Small Tools and Minor Equip	320881	St. Paul Stamp Works Inc.,	101	41320	\$41.00
Economic Development Authority	Commissions and Boards	2014	Brian Bezanson	232	23200	\$100.00
Economic Development Authority	Commissions and Boards	2014	John Landwehr	232	23200	\$100.00
Economic Development Authority	Commissions and Boards	2014	Julie Lux	232	23200	\$120.00
Engineering	Architect/Engineering Fees	33979	Hakanson Anderson Assoc. Inc.	101	43110	\$1,816.32
Engineering	Architect/Engineering Fees	33984	Hakanson Anderson Assoc. Inc.	101	43110	\$940.53
Engineering	Architect/Engineering Fees	33988	Hakanson Anderson Assoc. Inc.	101	43110	\$315.00
Engineering	Architect/Engineering Fees	33988	Hakanson Anderson Assoc. Inc.	101	43110	\$134.16
Engineering	Architect/Engineering Fees	33988	Hakanson Anderson Assoc. Inc.	101	43110	\$666.00
Engineering	Architect/Engineering Fees	33988	Hakanson Anderson Assoc. Inc.	101	43110	\$239.25
Engineering	Architect/Engineering Fees	33988	Hakanson Anderson Assoc. Inc.	101	43110	\$393.32
Finance	Dues and Subscriptions	010915	Jackie Campbell	101	41520	\$250.00
Finance	Dues and Subscriptions	010915	Jackie Campbell	101	41520	\$50.00
Finance	Software Licensing	152316	Banyon Data Systems, Inc.	101	41520	\$1,590.00
Fire Department	Bldg/Facility Repair Supplies	159025	Clarey's Safety Equipment Inc.	101	42210	\$894.83
Fire Department	Dues and Subscriptions	15-008	Anoka County Fire	101	42210	\$210.00
Fire Department	General Operating Supplies	14-1219-A	Premier Specialties	101	42210	\$329.56
Fire Department	Motor Fuels	118769	Mansfield Oil Company	101	42210	\$248.96
Fire Department	Motor Fuels	118776	Mansfield Oil Company	101	42210	\$334.23
Fire Department	Motor Fuels	158293	Mansfield Oil Company	101	42210	\$204.92
Fire Department	Motor Fuels	165910	Mansfield Oil Company	101	42210	\$222.11
Fire Department	Office Supplies	010515	Arden Anderson	101	42210	\$103.86

City of East Bethel

January 21, 2015

Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Fire Department	Personnel/Labor Relations	2594811412	First Advantage LNS	101	42210	\$150.00
Fire Department	Refuse Removal	437676	Ace Solid Waste, Inc.	101	42210	\$64.30
Fire Department	Repairs/Maint Machinery/Equip	83992	Hayford Ford	101	42210	\$1,513.40
Fire Department	Repairs/Maint Machinery/Equip	503741	Ham Lake Hardware	101	42210	\$125.19
Fire Department	Safety Supplies	81641483	Bound Tree Medical, LLC	101	42210	\$434.68
Fire Department	Small Tools and Minor Equip	1377	Custom Truck Accessories	701	42210	\$2,262.00
Fire Department	Small Tools and Minor Equip	3225	Emergency Response Solutions	701	42210	\$2,006.89
Fire Department	Small Tools and Minor Equip	3760	Kirvida Fire, Inc.	701	42210	\$1,178.94
Fire Department	Small Tools and Minor Equip	74182	Menards Cambridge	101	42210	\$314.72
Fire Department	Small Tools and Minor Equip	75083	Fire Safety USA, Inc.	101	42210	\$400.00
Fire Department	Small Tools and Minor Equip	191363	Advanced Graphix Inc.	701	42210	\$585.00
Fire Department	Small Tools and Minor Equip	503743	Ham Lake Hardware	101	42210	\$481.91
Fire Department	Small Tools and Minor Equip	4041097623	BlueTarp Financial, Inc.	101	42210	\$212.95
Fire Department	Small Tools and Minor Equip	P50268860101	TigerDirect Inc.	101	42210	\$255.46
Fire Department	Small Tools and Minor Equip	P50268860105	TigerDirect Inc.	101	42210	\$290.18
Fire Department	Telephone	122814	CenturyLink	101	42210	\$58.94
Fire Department	Telephone	122814	CenturyLink	101	42210	\$56.07
Fire Department	Telephone	122814	CenturyLink	101	42210	\$114.31
Fire Department	Telephone	122814	CenturyLink	101	42210	\$169.64
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	125125	Robert B. Hill Company	101	41940	\$18.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	455408-12-14	Premium Waters, Inc.	101	41940	\$24.25
General Govt Buildings/Plant	Refuse Removal	437676	Ace Solid Waste, Inc.	101	41940	\$51.10
Legal	Legal Fees	139971	Eckberg, Lammers, Briggs,	101	41610	\$3,416.00
Legal	Legal Fees	12 2014	Eckberg, Lammers, Briggs,	101	41610	\$8,132.16
Mayor/City Council	Conferences/Meetings	211366	League of MN Cities	101	41110	\$630.00
Mayor/City Council	Dues and Subscriptions	2015	Mediation Services	101	41110	\$1,279.00
Mayor/City Council	Dues and Subscriptions	010715	MN Mayors Association	101	41110	\$30.00
Mayor/City Council	Office Supplies	010815	Brian Mundle	101	41110	\$16.02
Mayor/City Council	Small Tools and Minor Equip	010815	Steve Voss	101	41110	\$788.94
MSA Street Construction	Architect/Engineering Fees	33981	Hakanson Anderson Assoc. Inc.	402	40200	\$991.86
MSA Street Construction	Architect/Engineering Fees	33983	Hakanson Anderson Assoc. Inc.	402	40200	\$1,185.04
Park Maintenance	Clothing & Personal Equipment	1182644507	G&K Services - St. Paul	101	43201	\$19.00
Park Maintenance	Clothing & Personal Equipment	1182667150	G&K Services - St. Paul	101	43201	\$19.00
Park Maintenance	Clothing & Personal Equipment	1182678649	G&K Services - St. Paul	101	43201	\$19.00
Park Maintenance	Commissions and Boards	2014	Sue Jefferson	101	43201	\$120.00
Park Maintenance	Equipment Parts	1539-343938	O'Reilly Auto Stores Inc.	101	43201	\$115.73
Park Maintenance	Equipment Parts	1539-344099	O'Reilly Auto Stores Inc.	101	43201	(\$19.71)
Park Maintenance	Equipment Parts	1539-344120	O'Reilly Auto Stores Inc.	101	43201	\$23.52
Park Maintenance	General Operating Supplies	503679	Ham Lake Hardware	101	43201	\$3.40
Park Maintenance	Motor Fuels	118769	Mansfield Oil Company	101	43201	\$213.39
Park Maintenance	Motor Fuels	118776	Mansfield Oil Company	101	43201	\$642.75
Park Maintenance	Motor Fuels	158293	Mansfield Oil Company	101	43201	\$175.64
Park Maintenance	Motor Fuels	165910	Mansfield Oil Company	101	43201	\$427.14
Park Maintenance	Personnel/Labor Relations	2594811412	First Advantage LNS	101	43201	\$270.00
Park Maintenance	Repairs/Maint Machinery/Equip	5513	Hydraulics Plus & Consulting	101	43201	\$250.10
Planning and Zoning	Escrow	33980	Hakanson Anderson Assoc. Inc.	101		\$8,191.63

City of East Bethel

January 21, 2015

Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Planning and Zoning	Professional Services Fees	888	Flat Rock Geographics, LLC	101	41910	\$1,527.50
Planning and Zoning	Professional Services Fees	965	Flat Rock Geographics, LLC	101	41910	\$422.50
Police	Professional Services Fees	129467	Gopher State One-Call	101	42110	\$5.80
Recycling Operations	Postage/Delivery	477654	Gregory Cardey	226	43235	\$300.00
Recycling Operations	Professional Services Fees	010515	Cedar East Bethel Lions	226	43235	\$4,174.64
Recycling Operations	Refund	010715	Cedar East Bethel Lions	226		\$328.65
Recycling Operations	Refuse Removal	437676	Ace Solid Waste, Inc.	226	43235	\$211.77
Risk Management	Other Insurance	VL00011813	League of MN Cities Ins Trust	101	48140	\$842.00
Risk Management	Professional Services Fees	434052	Bearence Management Group	101	48140	\$6,500.00
Sewer Operations	Bldgs/Facilities Repair/Maint	122914	Wright-Hennepin Coop Electric	602	49451	\$22.95
Street Maintenance	Auto/Misc Licensing Fees/Taxes	2015	MN State Patrol, CMV Section	101	43220	\$30.00
Street Maintenance	Bldgs/Facilities Repair/Maint	1182644507	G&K Services - St. Paul	101	43220	\$9.17
Street Maintenance	Bldgs/Facilities Repair/Maint	1182667150	G&K Services - St. Paul	101	43220	\$5.33
Street Maintenance	Bldgs/Facilities Repair/Maint	1182678649	G&K Services - St. Paul	101	43220	\$5.33
Street Maintenance	Bldgs/Facilities Repair/Maint	455408-12-14	Premium Waters, Inc.	101	43220	\$24.25
Street Maintenance	Clothing & Personal Equipment	1182644507	G&K Services - St. Paul	101	43220	\$19.40
Street Maintenance	Clothing & Personal Equipment	1182667150	G&K Services - St. Paul	101	43220	\$19.40
Street Maintenance	Clothing & Personal Equipment	1182678649	G&K Services - St. Paul	101	43220	\$19.40
Street Maintenance	Equipment Parts	6827	Hydraulics Plus & Consulting	101	43220	\$48.44
Street Maintenance	Motor Fuels	118769	Mansfield Oil Company	101	43220	\$92.47
Street Maintenance	Motor Fuels	118776	Mansfield Oil Company	101	43220	\$1,594.05
Street Maintenance	Motor Fuels	158293	Mansfield Oil Company	101	43220	\$76.11
Street Maintenance	Motor Fuels	165910	Mansfield Oil Company	101	43220	\$1,059.34
Street Maintenance	Motor Vehicles Parts	1539-344108	O'Reilly Auto Stores Inc.	101	43220	\$47.98
Street Maintenance	Refuse Removal	437676	Ace Solid Waste, Inc.	101	43220	\$81.90
Street Maintenance	Street Maint Materials	57235	Plaisted Companies, Inc.	101	43220	\$1,664.41
Street Maintenance	Telephone	122814	CenturyLink	101	43220	\$69.29
Street Maintenance	Tires	1-49365	Steve's Tire Inc.	101	43220	\$45.00
Water Utility Capital Projects	Architect/Engineering Fees	33985	Hakanson Anderson Assoc. Inc.	433	49405	\$1,200.82
Water Utility Capital Projects	Architect/Engineering Fees	33986	Hakanson Anderson Assoc. Inc.	433	49405	\$6,781.48
Water Utility Capital Projects	Architect/Engineering Fees	33987	Hakanson Anderson Assoc. Inc.	433	49405	\$11,896.20
Water Utility Operations	Bldgs/Facilities Repair/Maint	122914	Wright-Hennepin Coop Electric	601	49401	\$26.67
Water Utility Operations	Chemicals and Chem Products	3679363 RI	Hawkins, Inc	601	49401	\$55.00
Water Utility Operations	Chemicals and Chem Products	3681728 RI	Hawkins, Inc	601	49401	\$3,512.39
Water Utility Operations	Telephone	122814	CenturyLink	601	49401	\$101.30
Water Utility Operations	Telephone	122814	CenturyLink	601	49401	\$121.40
Water Utility Operations	Telephone	122814	CenturyLink	601	49401	\$206.22
						\$101,519.41

City of East Bethel

January 21, 2015

Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Electronic Payroll Payments						
Payroll	PERA					\$6,148.05
Payroll	Federal Withholding					\$5,535.19
Payroll	Medicare Withholding					\$1,844.20
Payroll	FICA Tax Withholding					\$7,885.64
Payroll	State Withholding					\$2,321.92
Payroll	MSRS/HCSP					\$4,883.26
						\$28,618.26

EAST BETHEL CITY COUNCIL MEETING

JANUARY 7, 2015

The East Bethel City Council met on January 7, 2015, at 7:30 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Steve Voss Ron Koller Tim Harrington
Brian Mundle Tom Ronning

ALSO PRESENT: Jack Davis, City Administrator
Mark Vierling, City Attorney
Craig Jochum, City Engineer

1.0 Call to Order The January 7, 2015, City Council meeting was called to order by Mayor Voss at 7:30 p.m.

2.0 Pledge of Allegiance The Pledge of Allegiance was recited.

3.0 Adopt Agenda **Harrington, “I’ll make a motion to adopt tonight’s agenda. Under the Consent Agenda, I’d like to add Q. Supplemental Payment Summary.” Mundle, “I’ll second.” Voss, “Any other discussion? All in favor?” All in favor. Voss, “All opposed? Motion passes.” Motion passes unanimously.**

4.0 Council Actions Davis presented the staff report, indicating at the November 4, 2014 General Election, Steve Voss was elected Mayor. Tim Harrington was re-elected to the City Council and Brian Mundle were elected to the City Council.

4.0A Oath of Office Statutes require that each re-elected and newly elected official be installed by taking the Oath of Office. At this time, Mayor Voss, if you would recite the oath of office provided for you.

Voss, Harrington, and Mundle each recited the Oath of Office in full.

Davis, “Thank you and welcome to the new Council. If you would sign those Oaths of Office and return those to me at the end of the meeting.”

5.0 Presentation None.

6.0 Public Forum John Kysylyczyn, “If anybody’s curious, it’s Ukrainian on my Dad’s side of the family, going back about 100 years, about 120 years in the United States here. I’m the owner and publisher of the legal newspaper *Anoka County Record* and later on your agenda, here on your Consent Agenda, you have a choice of selecting a legal newspaper. Actually, the way the Statute reads, you have to select a legal newspaper, or you have to take a vote at the very first meeting of the year, every single year. Actually, the Attorney General has said after that, you can vote to change as many times as you want just as long as you at least cast a vote at the first meeting of the year.

Now we wanted to announce that the Anoka County Board has appointed us as their official legal newspaper for 2015. We want to thank Commissioner Braastad for her ‘yes’ vote on that and so *Anoka County Record* will now be exclusively publishing all of the County’s

legal notices for 2015. Also, we're happy to announce that Ham Lake to your south selected us as the legal newspaper on Monday and then next Monday Oak Grove is scheduled to. From talking with the Mayor, we'll be selected as their legal newspaper next week.

Also, we've had a couple of businesses in East Bethel that we wanted to recognize. That would be one called Flyers Development Camp, Rehbein Tax Prep, The Silly Parrot, Glass by Des, All That More Events Minnesota, and Sledhead Marketing for publishing their legal notices with us. Those are local businesses based here in East Bethel.

Now, you have two proposals that are before you today. We're both locally owned papers. Both of our papers have more people that read it on-line than read it in print. That's just kind of what we see in metropolitan areas and everywhere. We're a small business. I personally handle all of the legal notices. We don't ship them out to any third parties or anything like that.

Now, in reading the staff report, I guess I wanted to make sure the Council understood that East Bethel's kind of become an 'island' of sorts in the legal notice publication area because to your north is the *Isanti County News*, to your east is the *Forest Lake Times*. Now, *Anoka County Record* is bordering you on your south and your west sides. So your only connection to the other paper before you here today, I guess, would be through Bethel or the edge of St. Francis, which, really, *The Courier* is kind of the major newspaper in that area. Now, Anoka County will be publishing all of their legal notices in our newspaper.

When we talk about circulation, neither paper has much of any circulation in East Bethel. We're talking in a City with a population of 12,000 people, there may be 100 copies 'floating' around of the newspaper, 50, 20. But, regardless, we're talking a percent or two, not anything that is statistically significant.

So, we have to get back to the issue of the next point, it would be cost. We provide our newspaper; we would provide it to City Hall here, the Senior Center, as many copies as you want, no charge. That's for print advertising, we print copies, and of course on line we don't charge either. Now the staff report didn't go into cost. But any cost is important. Our paper is one-tenth the price, approximately, versus the other option. There's a ten times difference between them. The other paper charges \$10.75 a column inch. We charge \$10 per legal notice. So legal notices tend to be three, four, five, six, seven, eight inches in length. We charge \$10, flat rate.

What is interesting is for the last two years, you have been, in a sense, subsidizing the County's legal notices because you've been paying \$10 a column inch the last two years while the price offered to Anoka County actually has been \$6 a column inch. So there's also the issue, too, of 'Is it appropriate for you to be subsidizing another government?' We think not. The price we want to charge you, we're going to guarantee it's the lowest price we can give you. We don't like to play favorites. It's taxpayer money.

Now, there is a question of familiarity and that was raised. I would say, 'We would like your business and take the money that you would save and use that on putting out another one or two City newsletters.' City newsletters are a great communications tool and they're familiar to 100% of your residents. That, I think, is a far better investment of public funds than investing a lot of money into publishing legal notices in a newspaper that may be reaches 2, 3, 4% of your population.

6.0
Public Forum

And, then the question of, 'Well, are the residents going to be concerned about it?' In 2013, and I'll just close with this, in 2013, Councilmember Mike Wylie out in Oak Grove raised the same questions. He raised the question of familiarity with the newspaper. So, he did not vote for us. We did get their legal notice contract and we published their legal notices in Oak Gove in 2013. In 2014, January, he changed his vote and he voted for us. The reason why is he said, 'I learned after a year of publishing legal notices, I didn't get one phone call. I didn't get any communications from anybody saying that they couldn't find out what was going on at City Hall.' That convinced him. I suspect that if you made the switch to our newspaper, I'd be very shocked if you got dozens of phone calls telling you, or demanding that they want you to pay ten times more to publish in a different newspaper. But, the choice is yours.

You have the choice of choosing how you want to spend your public funds and you have the choice of what priorities you have on communications to your citizens. I just wanted to bring forward our option and I will stand for any comments. Thank you very much for the time."

Voss, "Thank you. Is there anyone else that didn't sign in who would like to speak at Open Forum? If not we'll move on."

7.0
Consent
Agenda

Item A Approve Bills

~~Item B December 17, 2014, Council Meeting Minutes~~

~~Item C Resolution 2015-01 Designation of Official Newspaper~~

Item D Resolution 2015-02 Setting Meeting Dates for 2015

City Council adopts a resolution annually setting the meeting dates for City Council, EDA, Planning, Road and Park Commission meetings. Resolution 2015-02 establishes those dates.

Item E Resolution 2015-03 Establishing Bank Depositories

Resolution 2015-03 identifies official depositories for City funds. These agencies or institutions are the approved depositories for City funds to include checking, money market or investments.

Item F Resolution 2015-04 Establishing Check Signatory Authority

Resolution 2015-04 provides for the City Administrator, Mayor, and one Council Member to be the official check signers for the City. The City Administrator and Mayor will primarily sign checks with the one Council Member acting as a backup in case of an absence. Staff requests that the designated Acting Mayor be named as the alternative check signer in addition to the Mayor and the City Administrator.

Item G Resolution 2015-05 Setting Local Board of Appeals and Equalization Meeting Date

Anoka County has advised the City that the Local Board of Appeals and Equalization (Board of Review) must meet between April 13, 2015, and May 8, 2015, to consider property valuation for taxes payable in 2016. Staff proposes that the Board of Review be scheduled on April 15, 2015, at 6:00 p.m. Resolution 2015-05 establishes this date. The County requires an alternate date be submitted and staff proposes that the alternate date be May 6, 2015, at 6:00 p.m.

7.0
Consent
Agenda

Item H 2014 Pay Equity Report and 2015 Compensation Plan

Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 requires local jurisdictions to submit a pay equity report to the State of Minnesota every three years. Based on Council direction, the Pay Table for 2015 includes an across-the-board increase of 2% from 2014. Also, the Cafeteria Contributions will increase from \$904.69 to \$917.00. Again, both these items are represented as stated above in the approved 2015 budget.

Item I East Bethel Fire Relief Association Duties

At their December 22, 2014, meeting, the East Bethel Fire Relief Association approved an audit engagement with Abdo Eick and Meyers. Also, in an effort to complete the EBFRA OSA reporting requirements in a more efficient manner, City Staff has agreed to complete various schedules throughout the year to enable a more timely method of reporting. This results in minimal time to the City and reduces accounting costs for the EBFRA.

~~Item J Appointment of Planning Commission Members~~

~~Item K Appointment of Road Commission Member~~

~~Item L Appointment of Parks Commission Member~~

~~Item M Appointment of EDA Members~~

Item N Animal Control Contract Renewal

Gratitude Farms proposes to continue their agreement for animal control services for the City in 2015. Their service includes patrol services, pickup and impound of dogs and other agreed upon domestic animals other duties as may be assigned by the City related to the animal control activity. Gratitude Farms has provided exceptional service to the City and has performed our animal control since 2010. There is no increase in the proposed fees for this service from 2014 to 2015. Staff recommends approval of the attached contract for 2015.

Item O Confidential Employee Designation

Staff recommends the designation of Jackie Campbell, Finance Coordinator, as a confidential employee. This reclassification is necessary as a result of Wendy Warren's resignation and the reassignment of her duties. Jackie has access to payroll, benefit, personnel records, and closed session recorded media files including those that involve bargaining discussions and decisions. For these reasons that have to do with data sensitive and restricted information, we need to reclassify her position to that of a "confidential employee." As a result of this classification, Jackie would move from a union to a non-union employee.

The union representing those eligible East Bethel employees, Minnesota Public Employees Association, has been informed of this action but has not responded. There is nothing in our current Labor Agreement that restricts us from this action.

Item P Approve 2015 Tobacco License – Route 65 Pub & Grub

Owner, Bradley A. Slawson, has applied for a cigarette license for the Route 65 Pub & Grub (a separate license has already been issued for the Route 65 Discount Liquors). All forms have been completed and fees have been paid. A background check has been completed. Staff is recommending approval of the new cigarette license for Route 65 Pub

7.0

& Grub, 18407 Highway 65 NE, East Bethel, MN 55011.

Consent

Agenda

Item Q Supplemental Bill List

Ronning, "I'd like to pull B, J, K, L, and M." Koller, "And, I will pull C." Voss, "Any others? I will entertain a motion to approve the remaining items on the Consent Agenda."

Harrington, "I'll make a motion to approve the Consent Agenda with B, J, K, L, M, and C removed." Ronning, "Second." Voss, "Any discussion? All in favor say aye?" All in favor. Voss, "Opposed? Motion passes unanimously.

7.0B

December 17,
2014 Council
Meeting
Minutes

Ronning, "It was made known to me, I guess, that December 17th we had different voting people. We do have three people who were at the meeting. Is it proper for you guys to vote on something you didn't participate?" Vierling, "Yes, it is." Ronning, "Okay."

Ronning, "I recommend we approve B." Voss, "Motion to approve. Is there a second?" Mundle, "I'll second."

Voss, "Discussion? I will abstain just for the fact that I wasn't there. Then for secondly, too, and perhaps we can discuss this later on, is some of the format in terms of the quotes that are in there. I'll discuss that later. But, purely for the fact I wasn't part of the Council then, I'm not going to vote." Ronning, "Personally, I wasn't aware but Mr. Vierling cleared it up. I don't know what the obligation is or isn't if you're not a part of something you're voting on. But, for clarification." Voss, "All right. All in favor say aye?" **Harrington, Koller, Ronning, and Mundle-Aye. Voss, "Opposed? Abstain?" Voss-Abstain, motion passes.**

7.0C

Resolution
2015-01
Designation
of Official
Newspaper

It was noted the *Anoka County Union* and the *Anoka Record* have requested that they be named as the official newspaper for the City for 2015. Staff recommends that Council consider Resolution 2015-01, designating the *Anoka County Union* as the official newspaper for 2015. While there would a savings with the designation of the *Anoka County Record*, the *Anoka County Union* is known to our residents, associates East Bethel with the other cities in the coverage area, has a larger circulation than the *Anoka County Record*, and may be more accessible due to the limited number of households in East Bethel with internet access.

Koller, "Yes, this is in the Consent Agenda but we have two companies vying for it and there was not discussion on it. So, we can't just approve it when there is nobody chosen."

Voss, "Staff's recommendation was?" Davis, "Staff's recommendation was to go with the *Anoka County Union*. There is an issue of cost here and I do appreciate John's comments on that. It was something that we considered very heavily. From staff's concern, we have some issues because East Bethel has probably one of the lower rates for people that have internet access so my concern is for a newspaper that bases most of its subscribers or its readers to those who have electronic access, I'm just wondering how many people we are going to reach. The *Union* does have 4,300 circulation. They currently sell the paper at the River County Coop and are looking to work out something with Cooper's Corner to make the paper available. Again, in the resolution that we presented you, we left it blank. It is a Council decision. The thing that I would ask you to weigh is the familiarity with the paper to the City and also to what extent do people have enough internet access to be able to read an on-line newspaper."

7.0C
Resolution
2015-01
Designation
of Official
Newspaper

Koller, "So, right now we only have the gas station. It's the only place supplying the paper?" Davis, "That is correct." Koller, "In the whole City?" Davis, "That's correct." Ronning, "There's that little convenience store over in Ham Lake, I think. But, I don't know who. Some of it's delivery as well."

Voss, "Do we know what the subscriber base is in the City for them? Or either?" Davis, "Midcontinent serves approximately 25% of East Bethel. So, if you have those people that take internet access with that, there's one-quarter of the City. The rest of it's either served by the phone companies, DSLs, or dish. So, we have no information on that. It's always been stated that we do have a lower percentage of people that do have internet access; however, we don't have numbers to verify what that percentage is."

Voss, "I guess my question was for the *Anoka County Herald*. Do we know what their circulation is?" Davis, "4,300 is their circulation, total circulation." Voss, "But, do we know..." Davis, "In East Bethel, no we don't know what it is." Voss, "Okay."

Ronning, "Seems to me I've read some, the City has an obligation to reach 40% of the residents. Is there anything as far as that?" Vierling, "Certainly there are guidelines for the qualification to become a legal publication in terms of minimum circulation that they have to achieve." Davis, "I think that circulation is 400 in order to meet State Statute. The only thing that we have that we know actually gets into everyone's hands is the City newsletter and that's mailed directly to every resident in the City."

Voss, "John, do you have a quick answer to that question?" Kysylyczyn, "Yes Mayor, if I have the opportunity. To the question of how many are circulated in your City, generally most newspapers will only give you the zip code analysis. In Ham Lake, City Attorney Dorn had informed the Council there that he believed they had approximately 300 copies of the other newspaper in their City. So, I would presume if you take the number I think that's advertised as 4,300, if I'm correct, and there's 1,300 that are Coon Rapids because there was a merger of the two papers that occurred. So, when you back that out, it comes down to about 3,100, which is what they put in their last statement in 2013. That's divided by nine cities. And so when you do the math work, I don't know how City Attorney Dorn came up with the number of 300, approximately. But I would presume that number would be reflective here. Now the question about the number of copies a newspaper has to produce, State Law says that every newspaper has to designate a service area and it describes a service area as being a city, school district, county, or other local government entity. As far as I know, every newspaper in Minnesota selects 'county' as their service area. Then they have to put out 400 print copies of their newspaper in that service area. What we've seen in the Twin Cities is most people are getting the newspaper on line. But what we've done, we would provide print copies to be available here. And, actually, there's some out in the hallway that we have here and then also at the Senior Center next door, or whatever you need. Thank you."

Ronning, "Is there another means to circulate to the...how many people go through here on an average month, daily? Fifty? One Hundred?" Davis, "We probably have 400-500." Ronning, "For the month?" Davis, "Yes." Ronning, "Okay, thank you."

Kysylyczyn, "Mayor, there's this bigger question of, 'Is the Statute outdated?' There's a lot of argument at the State that it is because when you do public hearing notices, a lot of times you have to advertise by mail to people within 350 feet of a particular project. So

you're doing that type of notification. You've got your bulletin board here, cable tv, all of those different options that are out there. The law's the law. And, what we've seen happen in like Minneapolis/St. Paul, Ramsey County, Hennepin County, and I can tell you Anoka County is publishing more material so we're talking 20, 30, 40, 50,000 thousand dollars worth of material. Anoka County recognizes there is no paper in Anoka County that reaches any sizeable percentage of the population. The only newspaper that comes the closest is the *Star Tribune*. *Star Tribune* reaches, probably, more people in East Bethel than any other newspaper does. But, the *Star Tribune* probably wants about \$40 a column inch rather than the \$10 or our \$10 per notice so it's cost prohibitive. It's the nature of the question of where are you best off spending your money."

Voss, "Thanks John. Any further discussion? Is there a motion to select our official paper?"

Voss, "Before we get a motion, can I ask one question? Jack, the cost we're talking about for publishing, these are the notices the City is required, these are not costs that are passed on to developers or applicants? These are things the City itself are required?" Davis, "That's correct." Mundle, "So it's a straight City cost then." Davis, "And these generate primarily from Planning & Zoning activities and they can vary depending on how many legal notices are required to file in a year. I think last year we spent about \$1,200. But, depending on the activity going around, it could be double that."

Ronning, "I'll make a motion to approve *ABC Newspaper* which includes *ABC Newspaper, Anoka County Shopper*, they're a division of *ECM Publishers, Inc.*, located at 4101 Coon Rapids Boulevard, Coon Rapids, Minnesota 55433." Voss, "Is there a second to that motion?" **Mundle, "I'll second."** Voss, "Is there any discussion? All in favor say aye." **Harrington, Mundle, Ronning, and Voss-Aye.** Voss, "Opposed?" **Koller-Nay.** Voss, "**Motion passes.**"

Voss, "Thanks for your time John."

7.0J
Appointment
of Planning
Commission
Members

It was noted that Glenn Terry and Eldon Holmes, current Planning Commission members whose terms expire on January 31, 2015, have requested to be reappointed to another three-year term on the Commission. The Planning Commission at their December 16, 2014, meeting endorsed their reappointment request and recommend that City Council reappoint Glen Terry and Eldon Holmes to the Planning Commission. The Planning Commission also interviewed two applicants, Sherry Allenspach and Robert DeRoche, for the vacancy created by Brian Mundle's resignation. The Commission by a 5-2 vote recommend that City Council appoint Sherry Allenspach to fill Brian Mundle's term, which will expire on January 31, 2017.

Ronning, "J, K, L, M at the same time. We changed a little bit about how the interviews go but we haven't changed. We're still responsible for the appointments. And, at least one of those, all the applicants aren't even in the package. So for that matter, I'd like to make sure how many of, and I think I'll probably have some questions for some." Davis, "Which ones in particular do you have in mind Tom?" Ronning, "Well I know there's the issue with Jay, the Planning Commission. I'm not certain about the others, not to single one out."

Voss, "Are these all the applicants for Planning Commission?" Ronning, "No." Davis, "For the Planning Commission there were two applicants for one position. Two of the members requested to be reappointed. The Planning Commission recommended their

reappointment and two applicants were interviewed for the vacant position that was created by Mr. Mundle's moving to City Council. For the other Commissions, there were no applicants."

Ronning, "For the answer to the question though, is there were two for the new opening."

Voss, "Well, I was thinking about applications. Was there a formal application that was submitted for Mr. DeRoche?" Davis, "There were formal applications. What it was, the formal application is the letter indicating they would like to apply with a resume." Ronning, "And, they were interviewed." Davis, "They were interviewed, that's correct."

Voss, "So, based on your write up, Glenn Terry and Eldon Holmes were standing members, their terms expired, they were recommended to be reappointed. Correct?" Davis, "That's correct and the Planning Commission endorsed their request for reappointment. And, the vacancy that was created by Brian's departure from the Planning Commission, there were two applicants for that and they were interviewed at the Planning Commission in December and the Planning Commission's recommendation is included in your write up as to their preference for the appointment."

Ronning, "Well, that's a good explanation for...they don't make our decision. They don't vote on anything, they don't approve anything." Mundle, "They just made a recommendation to City Council like anything else that the Planning Commission would do for City Council." Davis, "Right." Ronning, "Yes." Mundle, "That's all." Ronning, "Right." Mundle, "That was the instruction that was given to Planning to do." Ronning, "I believe that's exactly what you conducted at that...it doesn't seem to be exactly what came before us."

Voss, "As I read the rest of Jack's write up, there were two applicants for the vacancy. Sherry Allenspach and Bob DeRoche and they were interviewed and the Planning Commission, on a 5-2 vote, recommended that the City Council appoint Sherry Allenspach to the term. So, I guess how I..." Ronning, "I guess I've got questions for one of the current ones. I don't know that I'm going to vote to approve to reappoint anybody."

Voss, "Well, basically, just to surmise this, the Planning Commission made a recommendation to Council. There's technically three positions: Glen Terry, Eldon Holmes, and Sherry Allenspach to the Planning Commission. So that's their recommendation to us. And, you're absolutely correct. It's Council's appointment."

Ronning, "I'm going to move to table J until the next meeting. I'd like to have some conversation with these people. I have some questions, I think, that matter." Voss, "There's a motion on the table." **Harrington, "I'm going to second that on J."** Voss, "Okay. Discussion?" Ronning, "I withdraw the rest. Discussion?" Voss, "So, you want to interview all four applicants at Council? Is that the intent?" Ronning, "Yes."

Mundle, "Doesn't that kind of default a recommendation from Planning Commission? I realize that this is a new thing that we haven't done before in the City. So would your interpretation be that you'd like the other Commissions to interview and then have the applicants available for questioning at this time during our meetings? Is that what you'd like?" Ronning, "Yes, I'd think so. That's what it's been as long as I know."

Voss, "Well, the history, it used to be, basically, how it is now. The Commissions

interview, they make a recommendation to Council, and then Council obviously has to make the appointments. I'm not sure how many years ago, it was brought back that Council did all of the interviewing. I think it's when we started, actually, kind of enforcing terms. For the longest, it wasn't terms on these Commissions. And then I think, well in the past year or so, the last Council changed it back to Commission appointments, or Commission..." Ronning, "It was recommendation that was...the recommendation still isn't an endorsement."

Davis, "No. The new procedure was adopted, I believe, back in October or September." Voss, "Of last year." Davis, "Of last year. So this is the first time we've put this into application." Voss, "Okay. And what, I mean for those that were on the Council, what was the intent of changing the policy then?" Koller, "Well, it was to give the Committees a chance to do some interviewing and see who they wanted. Then they would put their findings to the City Council." Harrington, "Yeah. And then wasn't it with people being nervous, too, being in front of tv and in front of everybody? That's why they went to let the Commissions do their interviewing."

Voss, "Was there, at that time, was there discussion also? I'm not disagreeing with you. I didn't see...what was the intention back in October? To have them come to Council? Or, was it just read the packet and..." Koller, "It was originally to kind of prescreen when they're not on tv and in front of a bunch of people." Ronning, "Some of this recollection comes back. I think it was in part to give the Commissions a chance to find people that were inclined to be able to work on the Commission."

Davis, "Correct me if I'm wrong, but the reason we considered this was for, number one, to encourage more people to apply for the positions. We felt that some people were very uncomfortable coming before a Council setting to be interviewed. Also to give the Commissions a chance to talk to the applicants too, to find out firsthand what their positions were on things that referred to their activities."

Voss, "So, this sounds like sort of a, like you said, prescreen, or first interview with the Commission. The Commission presents their recommendation and then I guess the next question is, was the intent to have those that were recommended come to Council? Or to have all the applicants come in front of Council?" Davis, "No, I think the intent was that the Commissions would then make a recommendation as to their preference of who they'd like to see for appointment. Then Council would be the final approver of those recommendations, just as a safety valve in case there was, say, you appointed 'Osama bin Laden.' An extreme example I must admit, but that was the intent, I believe, at that time. So, here again, this is the first time we've put this application into process so this is where we are."

Voss, "Okay. So, the motion to table that was seconded on Item J was just the Planning Commission positions?" Ronning, "Yes." Mundle, "Okay. And would our next meeting be before Planning Commission's next meeting?" Davis, "Yes. Planning Commission is the 27th, I believe." Ronning, "This is supposed to be concluded in the month of January." Voss, "We'll have a meeting in two weeks so that will be before the Planning Commission meets so there's time. Is there any other discussion? All in favor of the motion to table Item J?" **All in favor.** Voss, "Any opposed? Okay, that motion passes." **Motion passes unanimously.**

7.0K
Appoint Road
Commission
Member

It was noted that Denny Murphy and Lori Pierson-Kolodzienski, current Roads Commission members whose term expires on January 31, 2015, have requested to be reappointed to another three-year term on the Commission. Approval of the reappointments is requested by City Council. There is still one vacancy on the Roads Commission.

7.0L
Appoint Parks
Commission
Member

It was noted that Stacy Voelker, current Parks Commission Member whose term expires on January 31, 2015, has requested to be reappointed to another three-year term on the Commission. Approval of the reappointment is requested by City Council.

7.0M
Appoint EDA
Members

It was noted that Dan Butler and Brian Bezanson, current EDA members whose terms expire on January 31, 2015, have requested to be reappointed to another term on the Authority. Approval of the reappointments is requested by City Council

Ronning, “Then withdraw any hold on K, L, and M and recommend approval. In fact, I’ll make the motion to approve.” Koller, “I’ll second K, L, and M.”

Voss, “And that’s for Roads, the Parks, and EDA positions that are open?” Ronning, “And you said that those are the only ones. I mean the applicants that are in those?” Davis, “There were no new applicants.” Ronning, “Okay.”

Voss, “Is there any discussion to that? All in favor say aye?” **All in favor.** Voss, “Any opposed? Motion passes.” **Motion passes unanimously.** Voss, “That concludes items pulled from the Consent Agenda.”

8.0 New Business

Commission, Association and Task Force Reports

8.0A
Planning
Commission

None.

8.0B
Economic
Development
Authority

None.

8.0C
Park
Commission

None.

8.0D
Road
Commission

None.

9.0 Department Reports

Davis presented the staff report, indicating the City of East Bethel has contracted with Flat Rock Geographics to provide our Geographic Information Systems (GIS) services since 2005. Due to the needs to upgrade this service, staff requested that interested providers submit Request for Proposals (RFP) for GIS services. On November 20, 2014, staff reviewed proposals from three firms. These firms being: Flat Rock Geographics, Hakanson Anderson, and WSB.

9.0A
Community
Development
9.0A.1
GIS Contract

Staff evaluated each proposal and WSB received the highest rating both in terms of their product and cost.

9.0A.1
GIS Contract

By notice of Flat Rock Geographics, effective January 31, 2015, they will no longer be providing the City of East Bethel with GIS services and they have withdrawn their proposal from consideration.

In addition to improving our GIS system, this is an opportunity to update and link PermitWorks to the system. PermitWorks is the software used for our Building Department's records of permits and property files. Updating PermitWorks would enable us to integrate these two systems at lower cost and provide a significant enhancement in the tracking of septic system compliance and code enforcement activities.

Our existing GIS is hosted by a dedicated computer in City Hall and does not have the capacity to service multiple users other than staff. WSB's GIS product is hosted off site, is web based, and can be linked to our website. Although residents have access to the County's GIS, this site is limited essentially to aerial photos and property information. Having the ability to link our GIS to the City's website would provide additional tools and layers of information that are not available on the County site.

The need to address this matter after the 2015 budget discussion was precipitated by issues that weren't addressed to our satisfaction by the current contractor. Both parties attempted to work through the differences but in the end, it was in the best interests of both parties to terminate the relationship.

The first year of a contract with WSB for GIS for 2015, would be \$11,600. The projected second and third year cost for this service would be \$6,600 for each year, or a potential savings of \$10,000 for a three-year contract. The 2015 Budget includes \$11,510 for these costs.

The addition of the PermitWorks upgrade would cost \$12,445 for the first year and \$2,990 for the second and third year of the contract. The difference in these costs is reflected in the one-time training and module cost of \$9,455. In addition, there is a 10% contingency cost included in the event there is a need to convert and merge the codes for existing files.

The total cost for this consideration is \$26,499.50. \$11,510 is budgeted for this service for 2015 and the balance of the cost, \$14,039.50, could be covered from the EDA 2015 Project Budget. Going forward to 2016 and 2017, the costs for the service would be reduced to **\$9,598** for each year.

Staff recommends that Council consider contracting with WSB for GIS services and PermitWorks for a cost not to exceed \$26,499.50.

Ronning, "For discussion sake, so we can have discussion, I'll move to adopt staff recommendation." Voss, "For WSB?" Ronning, "Yes." Voss, "Is there a second to the motion?" Koller, "I'll second." Voss, "Okay, discussion?"

Ronning, "We had three on this one, one withdrew, where's the other one?" Davis, "It's WSB and Hakanson Anderson." Ronning, "Yes." Davis, "We did not put their proposals down. This service was the least expensive and offered us the best alternative. I can provide you with those numbers if you'd like to see them." Ronning, "Okay."

Ronning, “I’ll amend my motion to approve WSB. Would you accept the amendment?” Koller, “Yes.”

Voss, “Jack, last week when you and I were talking about this, the GIS issue, one of the questions I had was whether we can make it available to the public on our website. You know we’ve got the Anoka’s GIS which is strictly just property information. Are we going to be able to interface this new GIS on our website?” Davis, “We can and we could use that. There may be a small cost for them to upgrade or merge some stuff but we can make this available on our website. There would be a few things that we’d want restricted. Like we probably wouldn’t like people to generate mailing lists from our website information. We’d have to define that but we could offer most everything we have now, which would be all the layers that shows wells, flood planes, zoning, all the planning tools that we have and could make that available on our website.”

Voss, “I think having that available is not only important to the public, our public, but also to perspective businesses or developers who are looking into the City. It’s common, for the smaller towns I know, it’s actually one of the most common web pages people go to are the GIS pages.” Davis, “It is. And, the other things that would be available would be information from Public Works, like locations of signs, utilities, fire hydrants, coverage of that, and road plans. So, we could offer a lot of stuff for people to access.” Voss, “Okay, good. But, that’s not in this proposal right now? To interface?” Davis, “No, but they said they can link it and it would be a very small cost because they didn’t think there would be much to do to make sure we could interface that with our existing website.” Voss, “Is that something that has to come back to Council? Or, is this something that...” Davis, “If it’s more than a \$1,000 I would bring it back to Council. If not, it will be covered under the contingency cost. Also, the training cost that are in your breakdown, we don’t feel like we’ll have to utilize all of that money for that. So, there should be some potential savings involved in that too.”

Voss, “Okay. Is there any other discussion? If not, all in favor say aye?” **All in favor.**
Voss, “Opposed? The motion passes.” **Motion passes unanimously.**

9.0B
Engineer
9.0B.1
185th Avenue,
Laurel,
Lincoln Road
Project Report

Davis, “At this time our Engineer, Craig Jochum, will review the status of those projects and answer any questions you may have.”

Jochum presented the staff report, indicating this project includes reconstructing 185th Avenue, Laurel Road, and Lincoln Drive to State Aid Standards. The limits of the project are shown on attached Sheet 1 of the plan set. The new road will include one 12-foot wide travel lane in each direction along with a 6-foot paved shoulder on each side of the road. The proposed construction is shown on attached plan sheets 23-30.

In order to meet current storm water standards, two new ponds will be constructed and one existing pond will be expanded. The pond construction is shown on attached sheets 33 and 34.

Right-of-way for eight parcels needs to be secured for this project. With the exception of two parcels, the City’s offers have been agreed upon. The owner of one of the parcels has not responded to the City’s offer or requests for a meeting. The owner of another parcel is in the process of obtaining an independent appraisal. As of to date, this property owner has not provided a counter offer. Staff will continue to work with the City Attorney to secure the right-of-way.

9.0B.1 This project will be financed with Municipal State Aid Construction Funds. Funds are available in the account and are appropriate for this project.

185th Avenue,
Laurel,
Lincoln Road
Project Report

Voss, "Craig, this is in our packet for informational purposes. Right?" Jochum, "Right." Voss, "So, where's the next steps on this?" Jochum, "For the most part, it's in pretty good shape except the right-of-way. Soon or later, and maybe Mr. Vierling can add to this, we'll have to decide what we want to do with the person that's not responding. Maybe City staff knows of him. I haven't talked to Jack in detail at all about...I've stopped out there a couple times but haven't caught him home. I've called him a couple times and sent some letters. There just seems to be no interest in dealing with this on their behalf. So from there, we'd have to decide if we're going down the condemnation route. I don't know if Mr. Vierling has heard any more from the Loch property. They've been getting an appraisal for, I don't know, a couple months now."

Vierling, "I did talk with their counsel. They have secured legal counsel. He has given me an oral report of what their appraisal is. I can tell you it's significantly above the City's appraisal that the engineer secured. I had reached out to them to see whether or not there was any effort, any consideration, to modifying their position on that. For the lack of response back, I assume there is none. So, on that particular property what we had talked about with Council was if we needed to do an eminent domain acquisition, it seems to me they are willing to agree to the acquisition but reserve the issue of the claim on damages."

Voss, "Is the intent to implement this project in 2015?" Jochum, "Correct." Voss, "So then at what point do these right-of-way issues need to be resolved to make sure the project gets let?" Jochum, "Probably around June 1st." Voss, "So we've got six months to get the right-of-way?" Jochum, "About that."

Vierling, "Well, if we're into that level, certainly at your next meeting you can expect we are going to have a recommendation that Council authorize acquisition by eminent domain. For benefit of the Council, if we have to acquire by eminent domain, the law requires that we proceed the actual service of the pleadings with a copy of the appraisal and give the property owner at least 60 days to review it before we're allowed to bring the action. Depending upon whether or not the affected property owners are...damages are one issue but whether or not they're willing to concede the acquisition to allow the passage to avoid the unnecessary consumption of time, normally they are but sometimes not. So, I don't want to be in a position where you guys are ready to order a contract in June and we don't have property owners lined up yet, at least as far as the acquisition rights are concerned. So you can expect that at your next meeting we'll be here with a resolution authorizing acquisition by eminent domain, if we need to do so."

Voss, "So if I heard you right, one property owner may be amenable to...?" Vierling, "Certainly amenable, I believe, to allowing us to acquire the rights to get in there but reserving his claim on damages."

Voss, "Now, the second property owner, we don't have a clue." Jochum, "It's really a fairly minor parcel that's at the beginning, right at the intersection." Voss, "And so you'll continue the..." Jochum, "But possibly, I guess, with Mr. Vierling's information, maybe we want to have a Closed Session next session to talk about that offer. If the design has to change because of it, if it's that significant, I don't know, maybe that might be appropriate too. I don't know."

9.0B.1
185th Avenue,
Laurel,
Lincoln Road
Project Report

Vierling, "I think you and I will talk off line on that matter but it seems to me if we are getting zero response from a critical property owner, then we need rights too. We need to start moving on this thing." Voss, "I agree that if we're going to try and make this happen this year, these are things that will hold things up."

Jochum, "Yeah, I guess I was meaning more of a Closed Session on the offer that was provided. If it's significantly more than what we're offering."

Ronning, "A question for Mark and then one for Craig please. Could you explain this withhold for damages?" Vierling, "Sure. There's really two issues with every acquisition of land rights that you have. One is the right of the condemning authority, the local government unit, to actually get the rights to physically go on the property and make the improvement. Usually that is somewhat of a separate process from the process to determine what the damage is and to compensate the property owner as a result of that. It's fairly common in eminent domain that the actual rights to enter the property to make the improvement are secured long before the value of the property, by way of a commissioner's hearing or something, is actually ascertained and the payment is made. So, usually we separate those, although they are talked about in tandem. Practically speaking, the right to get in the property and make your improvement is usually always in advance of the actual compensation."

Ronning, "What if no one's damages are identified?" Vierling, "Damages will always be identified on any form of acquisition." Ronning, "I'm sure they will, but..." Vierling, "Whether they be temporary or permanent taking, there's no such thing as a zero damage award in eminent domain."

Ronning, "And, could you explain, we have some differences on the appraisals, what we do compared to what they did? If you know?" Jochum, "I don't know." Vierling, "I think we would discuss those with you in Closed Session. But, I can tell you the one that I'm aware of, we're talking at least ten times different." Ronning, "A thousand percent's not bad." Jochum, "That's your downside of going forward. You'd both sign a right of entry, is what we typically call it. And then you can go ahead and build it but you've got to keep in mind that would be your upper limit that you could be paying in damages when it's all 'said and done.'"

Voss, "That's what I was going to ask, in terms of timing. If that's the route that's taken, are we going to know what those damages are before we proceed? Because in extreme cases, and maybe that is what this one may be, we may say, 'Is it really worth the project if someone is asking for \$10 million for a quarter acre of land.'" Vierling, "I can tell you we are not that high but we'll certainly give you a reasoned estimate as to what we think the upper limit is. Keep in mind that given the current status of the law, certainly there's the damage award, there's the opportunity for the property owner to claim beyond the actual cost per square foot, that there's a severance damage that is a damage to the remainder, and then by Statute, if the actual commissioner's award varies by a given percent from what the City originally offered, there's the opportunity for the property owner to claim right of attorney's fees in addition to that. So, we have to take a look at what the potential is there for the actual acquisition, the severance award claimed, and the possibility of attorney's fees. Beyond that, you have to know that when you get into litigation, the City always pays for the commissioners to have the hearing. So, you end up paying for the three commissioners appointed by the court to conduct the hearing and their fees for that time."

9.0B.1
185th Avenue,
Laurel,
Lincoln Road
Project Report

That's why acquisitions are usually very expensive and you want to consider them carefully before you go ahead."

Voss, "I guess my question boils down to is with the timing of the project, are we going to be able to have that matter resolved before we let contracts?" Vierling, "In terms of the damage award, it's unlikely." Voss, "So that's something that we'll just have to consider when we get to that point." Vierling, "Correct."

Harrington, "Say Craig, I've got one for you on the utilities. Is there a lot of utilities that are going to have to be moved on that? Lincoln and Laurel?" Jochum, "No, not too bad." Harrington, "Because both of them are going to need some time and if you're shooting for June, you know." Jochum, "We actually had a meeting with them eight months ago already. So they're on board and aware. There are some utilities on Lincoln that need to be pushed off the road." Harrington, "Okay. Because I know there's gas on one side and electric on the other. Just so, you know, they get their time if they're still shooting for June." Jochum, "So most of June will be, probably, moving utilities and things like that."

Voss, "I've got two, I'll call them technical questions. One is, obviously, this is the major route into the Beach and there's one other route into there. With the construction that you're planning, are we keeping this roadway open during this reconstruction?" Jochum, "Correct. We don't have, that's probably the one thing left to do, but we need to do some phasing such that this road will stay open. Correct." Voss, "Okay. I think, obviously, that's going to be important to everyone who lives in the Beach, knowing that they're not going to have to rely on a dirt road to get in there." Jochum, "We've been holding a little bit in that, just trying to resolve this big right-of-way issue yet before we final it. Correct, this road will stay open."

Voss, "Then the other question I have, and I know it's early, but in looking at the drawings, the intersection of Lincoln and Laurel, that curve as it comes in, I assume there's a technical reason as to why it doesn't come in as a right angle? The intersection is not really a right angle." Jochum, "Well, technically, the dashed line that's close to the center line comes in at a right angle. As you move to the north, that starts a 300-foot curve, which is required on the curves. We could kind of push that to the north and west but we were trying to not have to get additional right-of-way on that parcel."

Voss, "Well, my only concern is, and you'd have to look at the drawing to really envision it, if you're going west, which then turns north Lincoln, and you're going to continue on Laurel, it's almost just like a 'cane.' You're going to go around that curve pretty fast." Jochum, "Oh, I see what you're saying. West." Voss, "Yeah. If they're going west and they're going north on Laurel, it's still almost a straight road. Because I assume there's going to be a stop sign there at Laurel now, but it's not going to calm that traffic. I know Laurel is going to be a problem with speeding and..." Jochum, "So if you're heading west on 185th then north on Laurel and then taking that right on Laurel again?" Voss, "Well, what I'm saying is you're going north here, and this is Laurel, they're almost going straight here. If this road went more like this?" Jochum, "Yeah, correct." Voss, "So, I'm just thinking of slowing down traffic but not Lincoln. For the ones who are going on Laurel." Jochum, "Right. But, just to keep in mind, again, that curve there that's 300 foot. We can push that to the north but it pushes the road also to the north, which we're really tight on right-of-way up in that corner. But, it's not saying we can't. We can try to acquire some of that right-of-way." Voss, "Okay. Any other questions?"

Informational; no action required.

9.0C None.

City Attorney

9.0D None.

Finance

9.0E Davis presented the staff report, indicating the Minnesota Department of Oral Health and Drinking Water Protection Section have awarded the City, for the second consecutive year, the Center of Disease Control (CDC) and Prevention's 2013 Water Fluoridation Quality Award. The CDC initiated this award in 2002 to recognize outstanding performance in fluoridation management by public water systems. In 2013, only 119 out of 960 systems in Minnesota received this award.

9.0E.1

2013 Water

Fluoridation

Quality

Award

Davis, "I would personally like to thank our Public Works Department for their fine work in being able to duplicate this again. It is quite significant and shows we're doing, I think, a pretty good job in our water system supply."

Voss, "Good." Mundle, "Is this only the second time it's been awarded to us?" Davis, "That's correct."

Informational; no action required.

9.0F None.

Fire

Department

9.0G Davis presented the staff report, indicating Commission/Committee appointments are made by the Mayor and approved by City Council for Council liaisons, Commission, Committee, and Authority assignments for 2015. The following are the Commission, Authority, and Committee appointed positions for consideration: Acting Mayor, Planning, Parks, and Roads, Fire Department, Police Department liaison, Economic Development Authority, the appointment of two City Councilmembers, the Water Management Organization of Upper Rum River and Sunrise, Committee assignments for the Sandhill Crane Committee, the Finance Committee, the Booster Days Committee, and also there is an assignment for the Anoka County/Blaine Airport Advisory Commission.

9.0G.1

Commission/

Committee

Assignments

for 2015

Davis, "There is one Committee assignment that I would recommend that we do not fill at this time and that's the Cedar Creek Joint Advisory Committee. There's a Memorandum of Understanding (MOU) that expired and the City and Cedar Creek are working on. They'll probably have a new MOU and at that time, we can consider appointment of a Committee member once that's completed."

Voss, "Jack, on that issue, the Cedar Creek, does it make sense to appoint a Councilmember so they can be involved with that negotiation?" Davis, "Well it could but what we had done up to this point was we've had several meetings with the people at Cedar Creek. The director there left last March. They haven't filled that position so this whole process has kind of in..." Voss, "Might take a while?" Davis, "Might take a while. And, I don't know if this is going to be that involved. What we'd like to do is bring it and present it to the Parks Commission, let them have some involvement in it and look at it. It basically just involves the issue of the horse backing riding, there's two parts to that contract. One of them is the long-term agreement that we entered into. Those will be renegotiated every 25 years so we're not at that point. The other MOU expired in 2014. It was a ten-year agreement."

9.0G.1
Commission/
Committee
Assignments
for 2015

Voss, "I've been away for a couple years, but are we still maintaining ski trails?" Davis, "We are." Voss, "Does the current agreement allow us to continue to do that?" Davis, "It does."

Voss, "Okay, good. Well, the Commission appointments that I've recommended, and there's a couple that I haven't made recommendations yet, is for Acting Mayor – Tom Ronning; Economic Development Authority – myself and Brian Mundle; Parks Commission – Tim Harrington who's the current liaison; Planning Commission – Ron Koller; Roads Commission – Tom Ronning; Sunrise and Upper Rum WMOs – Ron Koller; Finance Committee – myself and the other to be determined; Booster Day Committee – Brian Mundle and one to be determined; Sandhill Crane – I've not made an appointment; Anoka County/Blaine Airport Commission – Ed Fiore, who's been that liaison for a couple years now and he's a citizen appointment; Fire Department liaison – Brian Mundle; and, Sheriff's Department liaison – myself. I just want to say first, consider them as suggestions and we can discuss any of these. I guess my first question is for the ones that I've suggested as appointments, is anyone adverse to any of those appointments?"

Ronning, "No." Harrington, "**No but I'd, on that Acting Mayor, I'd like to make a motion to change that from Acting Mayor to Vice Mayor because there were a lot of questions in this last year about the title of Acting Mayor. Other cities do use Vice Mayor.**"

Voss, "Mark, can you comment on, I don't even know what the difference would be." Vierling, "The nomenclature is such, there really isn't any difference. So if you want to change the title, it's not a big issue one way or another. We might have to do an ordinance amendment just to reflect it properly within the framework of your ordinances. But whether you call it 'Acting' or 'Vice' it doesn't really make any difference."

Ronning, "Looking back at my experience, if you put a term like 'Vice' on, it almost goes on the ballot. Is that any connection with this?" Vierling, "There's no Statutory provision for that and your ordinance will control it."

Voss, "Looking at that last example, I guess the terminology doesn't matter to me. But, the concern is if you call it 'Vice' you draw the analogy to the presidency, right?" Harrington, "Right." Voss, "President, Vice-President. When the President is gone the Vice-President automatically becomes President and that's not the rule of the Acting Mayor."

Harrington, "Okay, like I said, there were just a lot of questions in this last election about Acting Mayor. You know, when the individual running was not Acting Mayor, a lot of questions from people why that was in there. So that's why I'm trying to change it to, like, Vice Mayor so there's no..." Ronning, "Food for thought for what Steve just said, if the Mayor happens to be gone, it's the Council's responsibility to, you know, and by titling it as 'Vice' it's kind of like 'next.'"

Voss, "It's almost like a succession thing if you call it 'Vice.'" Running, "Yeah, and it's Council's responsibility to make that selection." Voss, "Right. That's my only concern with calling it 'Vice' because then I think it would be more confusing because people will think that, if I 'fly the coop' whoever's the Vice Mayor automatically becomes Mayor and that's not going to be the case. I think people will have more expectation of them being the Vice Mayor. I know that was, in watching the meetings from the time before, when it all

happened I think that was one Councilmember's opinion. That the 'Acting' just automatically assumes the position. But to me, 'Acting' sounds like you're just there temporary."

Ronning, "Mayor Pro Tem is what?" Vierling, "The Mayor Pro Tem acting, fundamentally the Statute calls for, it's a protocol issue in terms of managing the meeting. You're correct in the sense that it's not an automatic succession. It's a meeting management function and management function until the Mayor's spot is filled."

Voss, "Is that position then, not that it's a huge issue, but signing checks and things like that?" Vierling, "No. With signing checks, you have a Resolution tonight in terms of authorized signors. You can have five authorized signors on checks if you wish to do so."

Voss, "So, how strongly do you feel about that?" **Harrington, "I'll take the motion back.** Like I said, there was a lot of questions in this last election and I just don't want to get into that problem again."

Mundle, "It might be something that we'll have to educate the community about." Harrington, "Yeah, the residents about when the election comes around." Voss, "Well I think, most importantly, the five of us understand what it means." Harrington, "Right, correct. But I mean, I just want that...okay."

Voss, "So, everyone's fine with these selections?" **The Council indicated assent.** Voss, "So then for Finance Committee, who's interested joining Jack and I on the Finance Committee? Ronning, "I would be interested in that myself. Anybody else have interest?" Voss, "Is there anyone else that's interested? Okay."

Harrington, "And, if you need Booster and Sandhill Crane, I can volunteer for those. If you need another person?" Voss, "Booster Day and what else?" Harrington, "Do you need another Booster Day?" Voss, "Yeah, one more." Harrington, "I'll volunteer." Voss, "Is there anyone else interested in Booster Day?" Ronning, "I'll go with him. I've done it for the last three years." Voss, "Well, he's got Brian. Brian expressed interest." Ronning, "Okay, well that's good. Sure." Voss, "We can only have two." Ronning, "I'll withdraw any consideration." Voss, "So Tim? All right."

Voss, "And then Sandhill Crane?" Koller, "I can take that one if you don't want it." Harrington, "Well I just, with the Parks, I thought it would be kind of with, when you're with the Parks Commission." Koller, "I don't know. How often do they even meet?" Davis, "Sandhill Crane Committee can meet anywhere from once every two years to six times in a year. It's dependent on what's going on. Currently we do have a grant application that we're working on. We should have some word on that in the next couple of months. I would suppose that most of the work has already been done. There is an advisory committee that used to meet once a year. They've been kind of inactive now. The role's been taken over more by the City, the County, the DNR, and the PCA. So those meetings are infrequent and, like I say, it can vary from once a year to six times a year. And, they're in the daytime."

Voss, "Yeah, I don't know if it's changed much but I was on for many years and DNR and MPCA, Anoka County, there was another entity involved." Davis, "The City, DNR, PCA, and Anoka County are the four entities involved." Voss, "And it was almost high-level stuff. We were more, I don't want to call it 'observers,' but we had a 'horse in the race'

too. At that time, that's when we were fighting to open up Sandhill Crane because it used to be completely closed off." Davis, "I think all that served as groundwork too. This thing really resurfaced back in 2013 when the proposal was made to do the clear cutting. As a result of that and Council's actions and activities, that resulted in a real compromise with the DNR where the DNR actually is exchanging some land in another DNR area. So it gets it out of the school trust land so they're not obligated to do their fiduciary requirements. That was a huge undertaking and there were several meetings involved with that. Then the PCA stepped up and said, 'Look, there's some insurance money we have from some of these closed out landfills that we can probably use for some development activities,' which they had proposed and the grant application was submitted back in November. The County took the lead in developing that. Mr. DeRoche was the Council liaison. He and I met with them several times so that application has been submitted and the PCA's reviewing it now. Like I say, we expect some word on it within the next couple of months. How many meetings there'll be from here on out, I suspect will probably go down. The only other thing that I can see involves some meetings would be possibly some of the rezoning and the integration of how the current landfill here in East Bethel is going to fit in with the Sandhill Crane because they are contiguous and join each other. I don't foresee as many meetings as we've had in the past year."

Voss, "The only other thing I'd add, too, is they almost exclusively met during the day." Davis, "That's correct." Koller, "It's yours." Voss, "That's what I wanted to say, is that it may be an issue for you. So Tim? All right. And then that completes that. The only thing I'll add about the Commission appointments is if there's ever a time where the liaison cannot be at a meeting, please let Jack know and I think one of the rest of the Council so someone else could be there. I think it's important that someone from City Council be at the meetings so if you can't make it for some reason, you know, give me a call or give Jack a call."

Davis, "I want to thank Ron for attending the Upper Rum River WMO meeting last night. So, thanks Ron. We will need to vote to approve those appointments."

Voss, "Unless someone wants me to read them all again, I'll entertain a motion." Mundle, "Why don't you read them all, just for the record." Voss, "Okay."

Voss, "Acting Mayor – Ron* NOTE: this was corrected to Tom Ronning; Economic Development Authority – myself and Brian Mundle; Parks Commission – Tim Harrington; Planning Commission – Ron Koller; Roads Commission – Tom Ronning; Sunrise and Upper Rum WMOs – Ron Koller; Finance Committee – myself and Tom Ronning; Booster Day Committee – Brian Mundle and Tim Harrington; Sandhill Crane – Tim Harrington; Anoka County/Blaine Airport Commission – Ed Fury, a citizen appointment; Fire Department Liaison – Brian Mundle; and, Sheriff's Department Liaison – myself.

Davis, "Who was the Acting Mayor appointment again?" Voss, "Tom." Ronning, "Thank you." Voss, "Didn't I say that?" Davis, "You said 'Ron.'" Mundle, "I'll make a motion to approve the Commission and Committee assignments for 2015 as read for the record." Voss, "Is there a second?" Koller, "I'll second." Voss, "Any discussion? All in favor say aye?" All in favor. Voss, "Opposed? Motion passes." Motion passes unanimously.

Davis presented the staff report, indicating Mayor Steve Voss has proposed for discussion changing the City Council meeting date from the 1st and 3rd Wednesdays of the month to the 1st and 3rd Mondays of the month. Staff has no objection to the change and from our standpoint favor the move. Changing the meeting date to Monday would allow staff more time during the week to respond to matters that originate at Council meetings and would allow more flexibility in preparation of the Council packet and Council update reports.

It is also proposed that we schedule a standing work meeting for the 2nd Monday of each month. If there are no items for discussion then the meeting could be cancelled. The scheduled work meeting would allow Council members to further define their itineraries for their personal planning use. Additional work meetings at other dates could be scheduled as needed.

Staff has checked with the City Engineer, City Attorney and Anoka County Sheriff liaison, Michele Orlando, and the East Bethel Fire Department as to compatibility of schedules if this change of date were to occur. There would be no conflicts of any consequence with these entities. There would be a conflict with EDA, which has its regular meeting on the 3rd Monday of the month. Staff polled the EDA members and they had no objection to changing their meeting to the 4th Monday. The East Bethel Fire Department also would arrange its schedule to move training dates from Mondays to Tuesdays if the change should occur.

If you wish to consider changing the meeting date, we might add changing the time of the meeting from 7:30 p.m. to 7:00 p.m. to the discussion. The earlier start would not appear to be a hardship to residents who desire to attend the meetings and would allow Council members, who attend approximately 50-60 meetings a year, the opportunity to finish a meeting a half hour early.

Should approval of this item eventually take place, the new Council meeting schedule would not occur until we had ample time to advertise the meeting change in the City Newsletter, Senior Newsletter, designated City newspaper, *The Courier*, Channel 10, City Website, Reader Board and notices at Council meetings. Staff is seeking direction from Council on this proposal.

Voss, "Since I suggested it, the reason I brought it up is that several years ago the Council discussed this and there were conflicts with Councilmembers so we didn't carry it any further. But, the reason I'm suggesting it now for consideration is the fact that we're in the middle of the week and for me, personally, it's not a conflict, it just makes scheduling easier if we meet at the beginning of the week than in the middle. I suspect for others, that could ease some issues too. Years ago when we talked about it, staff had the same sort of view on it. It gave them more time to not only prepare for the next meeting but to respond to direction that Council had given during that week, so before the next week. So, my concern was making sure there were no conflicts with anything else, if there was. And, certainly with any of us, I wouldn't endorse it at all. So, I just want to bring it up."

Koller, "Well, I talked with the Fire Chief Monday, Mark DuCharme, and they have all their training on Mondays. He said if he had to he could reschedule all the firemen to come in Tuesdays. But, they have their fire training on the first and second Monday of the month and their medical training is on the third Monday of the month. So, we would have to have all the firemen switch to another day. I don't know what kind of conflicts that would cause with them."

9.0G.2
City Council
Meeting Date

Voss, "Other than having the Fire Chief at meetings when we need to, what's the issue to have them on the same nights?" Davis, "Generally the Fire Chief presents his report on the second meeting of the month. His report can be changed up and it could also be scheduled, too, if it was going to be a problem with him. He did indicate to me that they could change the meetings to Tuesdays. But, we could also work him in where he wouldn't have to be here for the whole meeting. He could come, perhaps give his presentation first thing, and then go back to his duties for his training schedules."

Voss, "And, I share that concern too of having the whole Department shift." Koller, "I think the medical training is only, like, every other month on the third Mondays. I don't know if he needs to be at that training. You'd have to discuss that with him so he could probably show up here."

Voss, "I don't know why we would want the Fire Department to move their meetings. I mean, that's 30-some people." Davis, "No, and again, you're correct. I think we could accommodate his schedule with the Council agenda to get him where he can present early. We could also check and see what times they start. You know if we moved the meeting up, maybe that would help. I think in my discussions with Mark, it's something he said he could coordinate and work out. We did check with other alternate dates. Again, I do think that from a staff's standpoint, it's more advantageous to have it earlier in the week. We did check Tuesdays. The City Attorney has a conflict on the first and third Tuesdays of the month. So, that date would be out. It's either Monday or we leave it as it is."

Koller, "And as far as the start goes, I'm all for that." Voss, "Well, tonight was a good example of that, right?"

Mundle, "Right now, when are we getting our packets? Our informational packets?" Davis, "You get your informational packets on Friday afternoons." Mundle, "Okay, and what would that change to? What kind of timeline would we have for getting our packets if it was changed to Monday?" Davis, "You would get your packets on Wednesdays. We still want to give you at least five days, four to five days, to review it."

Ronning, "In consideration for both Monday and Friday, is that, or the weekends, and a lot of people, I don't know about, it doesn't affect me a whole lot. I think Ron has some weekend activities that carry over...not to put 'words in your mouth.'" Koller, "Yeah, I stay up north Mondays but I can get back by then. I'm usually back by then anyway on a Monday." Voss, "I tear my packet open as soon as I get it so it doesn't matter what date it is."

Harrington, "Well, I guess I'm like Ron. See, I, with the time I have, usually Sunday, Monday, Tuesday I'm up north and I don't come back until Tuesday afternoon or Wednesday morning. So that's the only conflict I've got. The starting time's fine. My only other question is, is this going to be okay with the EDA because don't they meet the third Monday of the month too? I mean, you'd have to get okays from all of them?" Davis, "We polled the EDA members and they said they would not object to moving their meeting to the fourth Monday."

Voss, "Part of the, and Jack alluded to it too, is part of the issues we had in years past is with actually scheduling work meetings. If we move our meetings to the first and third, we create a standing meeting on the second Monday. Then EDA, which takes two of us, on a

fourth Monday. Two of us are going to know where we are at every Monday. In terms of that standing work meeting, at least we have in our minds that second Monday of every month we're going to have a work meeting. Now, we may not have one. Like right now, I don't see us having a work meeting right now. But at least we'd have something..." Mundle, "Penciled in." Voss, "Yeah and it's kind of regimented to make us think about it."

Ronning, "As food for thought, all these things sound one way now but as time goes on and you start thinking, 'I can't do that the second Monday, we've got to leave that open. I can't go up north. I can't go fishing, or go on vacation.' Vacations are different. But, it's something to think about before you commit to the whole works."

Voss, "I think the work meeting was just a throw in kind of thing. We may not have that many work meetings." Ronning, "What I'm suggesting is that people will tend to keep those days open and then have it canceled, I don't know about last minute, whenever it would be canceled. Eventually they'll think, 'I wish I would have known that earlier. I had things.' Those things happen."

Voss, "Well then I think maybe we just look at it as if we know there's a work meeting coming up that would be our target. If it doesn't work, it doesn't work. I'm more concerned with your schedule. On the Council meetings, if we move to the first and third Mondays, does that create a conflict for you Tim? Because you said you're out of town a lot."

Harrington, "Well, I just, you know with being retired, I usually like to go up north during the week and come back on the weekends. You know, I'll come back for Council meetings on Wednesday mornings for Wednesday night. I like being up north and nobody around. It's nice to be up north when it's quiet. So that's why I'm not really in favor of a Monday night Council meeting. I guess my other one, too, is a lot of people, the residents are kind of used to the Wednesday meetings. Is this going to be...are they going to be turning their tv on for Wednesday and there's no Council meeting? Has there been any feedback? Have you heard of people against a Monday night meeting?" Davis, "We've never floated this out to the public. If this were a consideration, this would be something, let's say we adopted it, I think it would take at least three months before we'd even implement it. We'd want to make sure it got out once in a newsletter and we'd have to do quite a bit of advertising to make sure the people were aware of it."

Ronning, "This isn't because Wednesday's bingo night, is it?" Voss, "Is it?" Ronning "Ask the man in the..."

Voss, "So Tim, you're not supportive of it then?" Harrington, "I'm not in support but, I mean, I'm just one vote so it's up to you. Whatever you guys decide, I'm going to have to..." Voss, "Well, in my mind, and I'm not saying this to put any pressure on you at all, but if we're not all endorsing a change, then, I mean you ran last fall knowing your meetings were on Wednesdays."

Koller, "Well, I prefer Wednesdays myself too, but if it switches to Mondays, I'm okay with it." Voss, "Okay. Well, maybe we just leave it as it is and if you want to consider it again, we'll let Tim bring it back to switch the meetings."

Harrington, "I know how you feel about it. How's Brian feel about Mondays, or Wednesdays? Is it a big deal to you?" Mundle, "Whatever happens happens. If we're

going to have a meeting, I'll do my best to be there." Voss, "Honestly, I think in terms of personal schedules, you've got your...for me, and I don't travel as much as I used to, and usually when I'm traveling it's usually a one day thing, maybe two days. But if it's a three-day thing and it's a Council week, then I have to change. It's for work and I'd have to change my travel plans, that's all." Harrington, "Right."

Voss, "Like I said, I haven't been traveling as much in the past year. But, it gives me more flexibility in travel plans. That's all it does, really for me. Being I sat here for a long time on Wednesday nights so I'm used to Wednesday nights too. I thought this would be a good meeting to bring it up if we wanted to make that change."

Ronning, "I remember a lot, well not a lot, but I remember some meetings when you came in straight from the airport." Voss, "Many times, and it doesn't change my commitment to being here for the meetings. I will schedule around it. I have that flexibility too."

Harrington, "Like I said, I am not in favor but if you guys want to do it, you know, I guess I'll have to make it work. But, like I said, I'd like the 7 o'clock earlier start time. I tried to get Jack to 6 p.m. or 6:30 p.m. but he said he didn't think that would fly."

Voss, "My concern on the start time was some of you who work in the city. I can make it but for the public to make it if they want to be at a meeting. If we do it at 6:00 p.m., that's way too early. 7 p.m. is a fair time. 7:30 p.m. is almost too late, I think."

Mundle, "And, the possibility of having a penciled-in work meeting date?" Ronning, "We could try it." Voss, "Well what we always did in the past was, it would be the middle Wednesdays. We tried to keep the Wednesday." Ronning, "Try it and see how it goes. It's not a, these aren't commitments, I don't think."

Koller, "I know last year we had quite a few work meetings." Ronning, "Yeah." Voss, "That's part of the thought of having a set work meeting, to minimize how many you have in a month. You know, it kind of forces you. Jack's usually the one who knows if we're going to need a work meeting coming up."

Davis, "And, I'm going to recommend we have one when we give the staff reports. One good thing about having the scheduled work meeting is then everybody realizes it's on the schedule. One of the problems about scheduling a work meeting on an impromptu basis is that people have already made plans so you're trying to accommodate five different schedules. If we have a designated meeting, it makes it, I think, a lot easier for everyone then. You know it's going to be there and if there's nothing on the agenda, we'll just cancel it." Koller, "Yeah, I like that."

Voss, "Perhaps, let's do this. Take the easier one first. Is there a motion **to change the meeting start time from 7:30 p.m. to 7:00 p.m.** regardless of what date it is?" Koller, "I'll make that motion." Harrington, "I'll second that." Voss, "Is there any discussion?"

Voss, "How soon do you want to change the meeting time?" Davis, "I would like to have a couple of months just so we can get it in the newsletter and we'll constantly roll it on Channel 10, we'll have it on the website, the readerboard." Voss, "So, right now it's just a standing motion to change the time and we'll wait for staff to recommend when we want to change that?" Davis, "We'll see when we get the first edition of the newsletter out, which will probably go out around the first or second week of February. Perhaps maybe we can

look at like some time in March. But we can evaluate that as we get the advertisement out for it.” Voss, “Okay. Any more discussion? All in favor say aye?” **All in favor.** Voss, “Opposed? None opposed. That motion passes.” **Motion passes unanimously.**

Voss, “How about on the concept of having a standing work meeting, not necessarily setting a date right now until we...we’re all in consensus of doing it?” Ronning, “Try it at least. If it conflicts some time then revisit it.” Voss, “Right, we can always reschedule it.”

Voss, “Back to switching it from Wednesday to Monday. Really, Tim, I think it’s up to you whether you want to do it or not.” Harrington, “Like I said, I’m just one. If you guys want to do it, you know, I’m just going to tell you now that I’m going to vote ‘no.’ But, it’s up to you four. I mean, I’ll just have to change my schedule.” Voss, “Like I said, I don’t want to push it if it’s, if you’re not...” Harrington, “No, if you other four want to do it, I’ll just go along with it.”

Voss, “Is there a motion to change the meeting date? That fails, no motion. Is there a motion then to create a standing day for work meetings?” **Koller, “I’ll make that motion.”** Voss, “For which day do you want to set it?” Koller, for the second Wednesday.” Mundle, “As long as that doesn’t conflict with any Commissions.” Davis, “We’d have to do the fourth Wednesday because the Parks Commission meets the second Wednesday. The fourth Wednesday is open.” **Koller, “Okay, I’ll make it the fourth Wednesday.” Mundle, “I would second that.”** Voss, “Any discussion? All in favor say aye?” **All in favor.** Voss, “Opposed? All right.” **Motion passes unanimously.** Voss, “That concludes that discussion.”

10.0 Other
10.0A
Staff Reports

Davis, “There will be free open skating at the Ice Arena on January 8th and 15th from noon to 2 p.m. So, if we have any skaters out there, come on down to the Arena and enjoy skating inside. We’ll try that out and see how it works and see if we get enough numbers to continue that. We did have an open skate on New Year’s Eve and there were about 20 people that came and participated in that. Keep that in mind if you’re looking for some indoor skating on the 8th or the 15th of January from noon to 2 p.m.

In regard to work meetings, I would like to schedule a work meeting or bring up the possibility or proposal of a work meeting. We’ll do it the fourth Wednesday and the subject of the work meeting is to discuss the future of the Ice Arena, management options, where we go with that facility for 2015, 2016.”

Voss, “I should have asked during the motion, but are going to set work meeting times then? Are we going to still do it at 7 p.m.?” Koller, “7 p.m., yeah.” Voss, “I’m fine with 7 p.m.” **It was the consensus of the Council to start work meetings at 7 p.m.**

Harrington, “That would be January 28th, right?” Davis, “Correct. That’s all I have.”

10.0B
Council
Report –
Member
Harrington

Harrington, “Well, during this long holiday weekend, I talked to some of the residents of East Bethel. They were kind of concerned about City ordinances. They say that the City is not enforcing its ordinances. That if they are not going to be enforcing them, why should we have them. I just polled them and I thought the City was enforcing them but I’d like to find out what your view is.”

Davis, “Well we are enforcing them. Code Enforcement, as we all know, is a very labor-intensive operation. There are certain things that we’ve worked through. We’ve got a few

that have been taken care of. There's a few more that we're going to address as we proceed so if those individuals have any particular ordinances that they are concerned about or any complaints, please let us know and we will proceed with those."

Harrington, "Yeah, they didn't bring up anything specific. They just said they thought some of the ordinances weren't being enforced. I said as far as I know, they were." Davis, "We try to enforce them all and our enforcement is based on a complaint driven method of enforcement. We don't actively go out and look for issues. We do have a few ordinances that have some issues that we're trying to work out some stuff on now. There's a current one that involves some RV issues, which we're working on with the property. We've also had a meeting with some neighbors that have complained about that. That's one that we're currently working on. Any others, please bring them to our attention. We'll take care of them."

Voss, "Jack, on that subject, do we have something on our website that allows residents to easily lodge a complaint? Or even do it anonymously?" Davis, "We do. We have a complaint page that you can lodge or put down what your issue is. It's generally related, most of the things we've had, are road issues, potholes, and things like that. But, they can use it for any function that they would like to." Voss, "Okay. But, it's complaint driven." Davis, "That's correct." Voss, "Okay."

Council
Member
Ronning

Ronning, "A comment on that. People aren't going to want to think they are living in a 'Who's watching my back yard stuff,' and it should be complaint driven. No criticism Tim, but that reminds me of somebody who wants you to deliver the message instead of them. Those things work. If somebody doesn't say what ordinances we're not enforcing, it's kind of a message, just might be.

Otherwise, welcome to the new people. First meeting goes well, hope they all go as well. With the weather, I'm one of those crazy people that pick up hitchhikers if somebody's walking in a day like we've had. I believe we are our brother's keeper and if...keep an eye out for each other, please." Voss, "That's a good point."

Council
Member
Mundle

Mundle, "Oh, nothing besides I look forward to working with everybody for the next few years."

Council
Member
Koller

Koller, "Well, Monday I had my last meeting at the Fire Department. It's all yours now." Mundle, "Thank you."

Koller, "Working on more intensive training for all the firemen. They go through a lot of training and they're keeping it up. They have some newer people on the Fire Department now and they're coming along quite well. Yesterday was my first night at the Upper Rum River Watershed. We're just getting things organized. The reports from last year were delivered and we're setting up what we're going to be doing this year. They were talking about possibly having an audit done on the accounts but that would cost about 20% of what we have in the budget because they only write out about 12 checks a year. So, we're going to discuss that some more. That's about it."

Mayor Voss

Voss, "On the subject of fire, the City had three significant house fires over the last two months. Two of those fires were complete losses. I don't remember us having that many fires in that short of time, significant fires. So, if anything, it's a message to all of us just to

keep careful. One was from a heat lamp and what was the other major house fire?" Davis, "There was a garage on 215th Avenue that spread to the home. The cause of that, I don't think, has been determined. There was one fire that was caused by a heat lamp for an outside cat enclosure. The other one, I don't recall what the cause of it was."

Koller, "I think that was a car in the garage. He had come home and parked his car in the garage and when he went to lock the door later on, the garage door was hot. I think that's what it was. Voss, "This time of year, people are having fires and I know my daughter's candles, which drives me nuts." Koller, "The garage fire was people working on a snowmobile next to a wood stove." Davis, "Yeah."

Ronning, "One of them was charging batteries, lithium ion batteries. Must make a lot of heat or something." Davis, "That was previous to these three. We had two instance of those batteries that had some issues and caused fires and caused severe burns to an individual." Voss, "It kind of messages that little small fires that start can be devastating, devastating people."

Voss, "On January 17th, on Coon Lake CLEA, I guess they're called the Friends of Coon Lake, is sponsoring an ice fishing contest. It's open to the public. We have it on our website, the information. It's actually fairly reasonable registration fees. I know they've got some prizes and this is the second year, I believe, they are doing this. So if you have any interest there. I do know it's also Take a Kid Fishing Day. So, for those that don't have licenses, like me, I'm sure I'll be taking my daughter out there."

Voss, "On our Commissions, with our appointments we have, are all the positions filled? Or, do we still have openings?" Davis, "We still have one vacancy on the Roads Commission." Voss, "Okay, and are we still actively..." Davis, "We're still actively recruiting someone to fill that." Voss, "Okay, good, good." Koller, "I saw it on the sign." Voss, "It's good to have our Commission's filled."

Voss, "The only question I have, kind of back to the issue of the P&Z applicants, so are we going to invite them to the next Council meeting then? I don't think we really resolved it. Are we inviting all four applicants? That was your intent, right?" Ronning, "Yes." Voss, "Okay, so we'll invite them to the next; that will be on our agenda for our next meeting."

Voss, "Then on a personal note, glad to be back at the table after a couple years absence. One thing that I think is important for all of us, and I'll put it out as a challenge for the residents, certainly for us, for our City staff, if you ever have suggestions to make improvements, and these suggestions don't have to be monumental, they can be small, is to make those suggestions. I think we've got kind of a duty, really should have a duty, to do that and to make improvements and to keep looking at ourselves to constantly try and improve things. So, I encourage residents and they don't have to come to Public Forum, they can e-mail any of us, they can send Jack a note, whatever it is, communicate. Sometimes these little things make a difference and many times they don't but, you know, it's how we improve. So I encourage and challenge all of us to do that."

10.0C
Other

None.

11.0
Adjourn

Koller, "Motion to adjourn." Voss, "Is there a second?" **Mundle, "I'll second."** Voss, "Any discussion? All in favor say aye?" **All in favor.** Voss, "Opposed? All right, meeting adjourned." **Motion passes unanimously.**

Meeting adjourned at 9:07 p.m.

Submitted by:

Carla Wirth

TimeSaver Off Site Secretarial, Inc.

DRAFT



January 5, 2015

Mike Jeziorski
Finance Director
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

Re: Letter of Engagement to Retain Ehlers as Dissemination Agent for Issuer Continuing Disclosure Required Under Securities and Exchange Commission (SEC) Rule 15c2-12 (the “Rule”)

As an issuer of municipal securities, the City (“Issuer”) is required to comply with all continuing disclosure obligations enumerated in the Continuing Disclosure Agreement/Certificate/Undertaking (CDU) associated with each issue of securities subject to the Rule. Many Issuers have CDU’s that vary significantly from one CDU to another. Ehlers & Associates, Inc. (“Ehlers”) has been helping you comply with all CDU obligations as Issuer’s Dissemination Agent. Fulfilling this obligation requires research, preparation and filing of disclosure reports within specific time frames.

This Letter of Engagement (“Letter”) is being presented to memorialize and clarify the terms of the Issuer’s engagement of Ehlers as the Issuer’s Dissemination Agent. In this regard, Ehlers agrees to provide Issuer with those services described in Appendix A (“Services”). Ehlers shall be entitled to compensation by the Issuer also as described in Appendix A.

This Letter shall be effective as of the date of its execution by the Issuer and shall remain in effect for a period of one (1) year (the “Initial Term”). This Letter shall renew automatically on each anniversary of the effective date of this Letter (each an “Additional Term”). Notwithstanding the foregoing, this Letter may be terminated by either party upon sixty (60) days prior written notice. The Initial Term and each Additional Term shall collectively be referred to herein as the “Term”.

In order to perform the engagement, Issuer agrees to provide Ehlers all documents and information as are deemed necessary to fulfill the Issuer’s reporting requirements under each respective CDU, and within the applicable timeframe(s) (“Disclosure Information”). With respect to Issuer’s obligation to report the occurrence of any event for which a material event notice (“Event Notice”) is to be filed, Issuer shall provide Disclosure Information related to the event to Ehlers within five (5) days of its occurrence. All other Disclosure Information must be provided to Ehlers within fourteen (14) days of Issuer’s receipt of any such request from Ehlers. If Issuer fails to provide any Disclosure Information to Ehlers in accordance with the foregoing, Ehlers shall not be held liable for any reason in the event that any necessary disclosure filing is



not disseminated to the appropriate party within the applicable timeframe(s). Further, if for any reason Issuer fails to provide required Disclosure Information to Ehlers in accordance with the foregoing and Issuer's delay results in any disclosure filing being after a stated deadline, Ehlers shall, without further direction or instruction from Issuer, file a notice(s) with the applicable recipient submitting information provided by Issuer, if any, and/or describing the failure and providing any other information as Ehlers deems appropriate.

Ehlers shall deem all Disclosure Information provided to it by the Issuer to be accurate and free of defect, as well as not containing any material misstatements, falsehoods, or omissions of fact. Issuer acknowledges that Ehlers shall be entitled to rely on all Disclosure Information provided by the Issuer without further investigation as to its completeness or accuracy.

Issuer shall indemnify, hold harmless and defend Ehlers from and against any damages, costs or other liabilities (including reasonable attorneys' fees) arising from or relating to any breach of this Letter by Issuer, including, but not limited to, damages, costs and other liabilities arising out of any Disclosure Information received and disseminated by Ehlers. Further, in no event shall Ehlers' total aggregate liability under this Letter be in excess of the amount of fees paid by Issuer to Ehlers during the Term then in effect notwithstanding anything contained herein. In addition, Issuer acknowledges that Ehlers shall not be responsible and/or liable for any errors, misstatements or omissions associated with any continuing disclosure report or filing, or for the correction thereof, that was prepared or disseminated by any party other than Ehlers.

This Letter constitutes the entire agreement between the parties and is intended to supersede any and all agreements, whether oral or written, between the parties that were entered into relative to the subject matter hereof prior to the effective date of this Letter. No amendment or modification of this Letter shall be deemed valid unless made in writing and signed by both parties.

Our records show that Issuer is subject to Full CDU's. Ehlers will continue to act as Issuer's Dissemination Agent for the CDU's we have been handling.

This Letter covers these securities and any subsequent securities for which Ehlers has acted as the Municipal Advisor. The Issuer may request in writing that Ehlers act as the Dissemination Agent on any future securities subject to the Rule not involving Ehlers.

If our engagement under the terms of this Letter is acceptable, please sign this Letter in the appropriate signature block below and return a signed copy to us for our records. If, however, you do not wish to engage our services, please note that election and return a copy of this Letter to us.

Please contact me if you have any questions or would like to discuss our engagement further.

Sincerely,

Ehlers

Stacie Kvilvang, CIPFA
Senior Financial Advisor/Director

SO ACCEPTED BY ISSUER

Issuer hereby accepts this Letter and engages Ehlers to provide the services noted herein and executes this Letter as of the date noted below:

By: _____ Title: _____

Name: _____ Date: _____

SO DECLINED BY ISSUER

Issuer hereby acknowledges that it will be responsible for updating and submitting all necessary continuing disclosure reports and filings as may be required of Issuer without the assistance of Ehlers. Issuer further acknowledges and agrees that Ehlers assumes no responsibility for the compilation and/or submission of any such continuing disclosure reports or filings.

By: _____ Title: _____

Name: _____ Date: _____

APPENDIX A

EHLERS DISSEMINATION AGENT SERVICES AND FEES

Ehlers' continuing disclosure services are designed to assist the Issuer in meeting its continuing disclosure obligations. Depending on the size of a transaction and the total amount of debt outstanding at the time of issuance, different debt issues may be subject to different reporting requirements. Ehlers will provide the services identified below, which are reflective of the Issuer's requirements under its respective Continuing Disclosure Undertaking (CDU). In no event will Ehlers assist Issuer with assessing whether information provided or omitted as part of an annual filing is "material" or whether an event is "material" under the federal securities laws requiring the filing of an event notice pursuant to a CDU. If the Issuer accepts this letter and engages Ehlers as the Dissemination Agent, Ehlers shall provide the following services and charge the following fees:

Full Disclosure Services.

Background

Since 1995, Securities and Exchange Commission (SEC) rule 15c2-12 (the "Rule") has required underwriters of municipal securities to ensure that issuers are obligated to provide periodic reporting of specific information with respect to certain issues of municipal securities. An issuer is classified as a "full disclosure" reporting entity when it issues securities subject to the Rule in an amount of \$1 million or more, and further provided that total securities subject to the Rule and currently outstanding exceed \$10 million. Full disclosure reporting entities must:

- File reports consisting of specific information at least annually with the Municipal Securities Rulemaking Board's (MSRB) Electronic Municipal Market Access (EMMA) system (<http://emma.msrb.org>).
- File "Event Notices" regarding enumerated events specified in SEC rules and CDUs within 10 business days of occurrence. Event Notices are filed through the same EMMA system.

Description of Services

Issuer engages Ehlers to provide the following services in connection with the preparation and dissemination of Issuer's continuing disclosure reports and Event Notice filings in connection with all outstanding debt issues of Issuer subject to the Rule and for which continuing disclosure reports or filings are required. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to all existing and future securities of the Issuer subject to the Rule and having continuing disclosure requirements. Ehlers shall provide these services for any other securities of the Issuer when requested in writing by the Issuer.

Annual Filings, or More Frequently, if Required

- a. Review and catalog of all Continuing Disclosure Agreement/Certificate/Undertaking (CDU)'s of Issuer relative to current and future issues of securities subject to the Rule.
- b. Creation of a timetable for the anticipated schedule of events relating to the preparation of Issuer's annual (or more frequently, if required) continuing disclosure report.
- c. Collection of information from third parties and Issuer, as applicable, to the extent necessary to prepare the annual (or more frequently, if required) continuing disclosure report.
- d. Preparing the annual (or more frequently, if required) continuing disclosure report in a standardized format acceptable for submission to the EMMA system, or any future industry standard.
- e. Submission of the annual (or more frequently, if required) continuing disclosure report and any Event Notices to the designated recipient based on the applicable CDU's of Issuer and all laws, rules and regulations relative thereto.

- f. Delivering a copy of any report or notice submitted in accordance with (e. above) to Issuer for its records, as well as confirmations of receipt of filing(s).
- g. Respond to Underwriter/Investor inquiries and requests.
- h. Providing recommendations to Issuer relating to future continuing disclosure related matters.

Event Notices

- a. Informing Issuer of the types of events that may require the filing of an “Event Notice” and the required reporting period for such notices.
- b. Notifying Issuer of any information Ehlers discovers that may require the filing of an Event Notice, and preparation and filing of the required Event Notice.
- c. Upon notification by Issuer of any circumstances that may require the filing of an Event Notice, preparing, filing, and providing confirmation of filing the required Event Notice.

Description of Fees

Full Disclosure Services fees shall be assessed as follows:

Number of Issuer Continuing Disclosure Undertakings	Annual Fee
One (1) to three (3) CDU’s	\$2,800
Four (4) to six (6) CDU’s	\$3,300
Seven (7) or more CDU’s	\$3,800

Plus any out of pocket expenses.

Special Circumstances

If an Issuer’s CDU requires periodic filings (quarterly or semiannually) in addition to the annual filings, a fee of \$500 per required CDU filing shall be assessed.

Limited Disclosure Services.

Background

In 2009, the Securities and Exchange Commission put into place revised rules regarding a limited scope of continuing disclosure requirements for certain municipal securities issuers. These rules apply to any securities issued on or after July 1, 2009 in amounts of \$1 million or more and where the Issuer’s total amount of principal outstanding and subject to the Rule is less than \$10 million upon issuance. Any issuer meeting the aforementioned parameters must comply with a limited disclosure undertaking and file annual reports. Issuers subject to limited disclosure requirements must file audited financial statements (or unaudited financial statements if allowed under a CDU) on an annual basis, rather than both financial statements and operating and statistical data.

Description of Services

Ehlers shall provide the following services in connection with the preparation and dissemination of Issuer’s continuing disclosure reports and Event Notice filings for all current and future outstanding securities of Issuer subject to the Rule and for which continuing disclosure reports or filings are required. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to all future issuances for which Ehlers provides municipal advisory services and that have continuing disclosure requirements. Ehlers will also provide these services for any other issues when requested in writing by the Issuer.

Services to be provided are as follows:

Annual Filings

- a. Review of all Continuing Disclosure Agreement/Certificate/Undertaking (CDU)'s of Issuer relative to currently outstanding issuances.
- b. Creation of a timetable for the anticipated schedule of events relating to the dissemination of Issuer's annual updated financial information and operating data.
- c. Submitting the Issuer's annual financial statements to the designated recipient thereof based on the applicable CDU's of Issuer and all laws, rules and regulations relative thereto.
- d. Delivering a copy of any report or notice submitted in accordance with (c above) to Issuer for its records.
- e. Respond to Underwriter/Investor inquires and requests.
- f. Providing recommendations to Issuer relating to future continuing disclosure related matters.

Event Notices

- a. Informing Issuer of the types of events that may require the filing of an "Event Notice".
- b. Notifying Issuer of any information Ehlers discovers that may require the filing of an Event Notice, and preparation and filing of the required Event Notice.
- c. Upon notification by Issuer of any circumstances that may require the filing of an Event Notice, prepare and file the required Event Notice.

Description of Fees

Limited Disclosure Services shall be provided annually for a fee of \$750.

Future Fee Changes

Ehlers reserves the right to adjust fees during the Term of the engagement without prior consent of the Issuer, but not more than annually. Prior to any fee adjustments, the Issuer will be notified in writing of the revised fees and their effective date.

APPENDIX B

EVENT NOTICES

If any one of the listed events occurs in relation to the Issuer and/or any of the Issuer's securities subject to this agreement, you must notify Ehlers at the earliest possible time to discuss the applicability and the need for any filing of an Event Notice. The Issuer may also wish to discuss the matter with its legal counsel to gauge materiality of any occurrence.

Mandatory Event Notices

- Principal and interest payment delinquencies
- Non-payment related defaults, if material
- Unscheduled draws on debt service reserves reflecting financial difficulties
- Unscheduled draws on credit enhancements reflecting financial difficulties
- Substitution of credit or liquidity providers or their failure to perform
- Adverse tax opinions, IRS notices or material events affecting the tax status of the security
- Modifications to rights of security holders, if material
- Bond calls, if material
- Defeasances
- Release, substitution or sale of property securing repayment of the securities, if material
- Rating changes
- Tender offers
- Bankruptcy, insolvency, receivership or similar event of the obligated person
- Merger, consolidation, or acquisition of the obligated person, if material
- Appointment of a successor or additional trustee, or the change of name of a trustee, if material

Additional / Voluntary Event-Based Disclosures

- Amendment to continuing disclosure undertaking
- Change in obligated person
- Notice to investors pursuant to bond documents
- Certain communications from the Internal Revenue Service
- Secondary market purchases
- Bid for auction rate or other securities
- Capital or other financing plan
- Litigation / enforcement action
- Change of tender agent, remarketing agent, or other on-going party
- Derivative or other similar transaction
- Other event-based disclosures

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

RESOLUTION NO. 2015-07

RESOLUTION SETTING CITY CONCIL MEETING TIMES FOR 2015

WHEREAS, the City Council is scheduled to meet on the 1st and 3rd Wednesdays of the month at 7:30 P.M; and

WHEREAS, the City Council approved changing of the meeting times for Council meetings from 7:30 PM to 7:00 PM at their January 7, 2015 meeting; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the 2015 Meeting Time for regular City Council meetings shall be held at 7:00 PM on the 1st and 3rd Wednesday's of the month at City Hall at 2241 221st Ave. NE beginning with and on the March 4, 2015 meeting and continuing through the 2015 meeting schedule

Adopted this 21st day of January, 2015 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Steven R. Voss, Mayor

ATTEST:

Jack Davis, City Administrator

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

RESOLUTION NO. 2015-08

RESOLUTION SETTING STANDING CITY COUNCIL WORK MEETING DATES FOR 2015

WHEREAS, the City Council, at their January 7, 2015 meeting, approved a Standing Work Meeting date for the 4th Wednesday of the month at 7:00 PM; and

WHEREAS, the Standing Work Meeting will be cancelled by proper notice should there be no agenda items for discussion;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: A Standing Work Meeting shall be scheduled at 7:00 PM on the 4th Wednesday of the month at City Hall at 2241 221st Ave. NE.

Adopted this 21st day of January, 2015 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Steven R. Voss, Mayor

ATTEST:

Jack Davis, City Administrator

January 5, 2015

Chief DuCharme

East Bethel Fire Department

I resign as an active firefighter as of today. My work schedule prevents me from meeting the requirements of the Fire Department. I hope once these changes happen I am able to return to the Fire Department.

Thank You,



Eric Andersen

Spring Recycle Day

Saturday, April 26th • 8am - 1pm

East Bethel Ice Arena



Electronics

- Small/Medium Electronics (CD/VCR/DVD Player, Camera, Electric Clock, Scanner, Small Radio, Stereo Receiver or Console, Vacuum, Cordless Drill/Saw, Fax Machine, Printer, Keyboard, or Electronic Toy)FREE!
- Computer (Laptop or Tower)FREE!
- Monitor\$5
- CopierFREE!
- Treadmill\$5
- TV (30" or smaller)\$10
- (31"+, and console/projection)\$20



Items Collected for FREE

- Scrap Metal (*Freimuth Enterprises*)
- Computer hard drives/disk drives, cables, circuit boards
- Used bicycles
- Used oil and oil filters (*East Side Oil*)
- Ink jet cartridges, cell phones & rechargeable batteries (*East Bethel Royalty*)
- Used Fishing Poles & Reels for Fishing for Life (*East Bethel Royalty*)
- Automotive batteries, used eyeglasses/hearing aids, laser cartridges & food shelf donations (*Cedar/East Bethel Lions/Lionesses*)

No Household Hazardous Waste

Representatives reserve the right to refuse items



Bulbs

- Fluorescent bulbs (4' and up)\$1
- HIDS bulbs\$2



Tires

- Tires\$5
- Semi Tires\$10



Appliances**

- Dishwasher, Furnace, Garbage Disposal, Humidifier, Microwave, Stove, Trash Compactor, Washer, Dryer, or Water Heater\$5
 - Air Conditioner, Dehumidifier, Freezer, Refrigerator, or Water Softener\$5
 - Gas Refrigerators (Ammonia or LP) min \$75
- **Appliances should be free of food and debris, not compacted. No commercial appliances.*

Also...

Saturday, May 3rd
8am - Noon
Coon Lake Beach Community Center

This location will only accept batteries, non-recyclables, and scrap metal.

NO appliances, electronics, or furniture, please.



East Bethel Cub Scout Pack #521 will be collecting worn and torn flags for proper disposal.



Questions?
Call (763) 367-7840

These events are sponsored by the City of East Bethel and the Cedar/East Bethel Lions & Lionesses.

Funded by Anoka County Board of Commissioners & State SCORE Funds.

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

RESOLUTION NO. 2015-09

**RESOLUTION APPROVING THE CLASSIFICATION
AND PUBLIC SALE OF TAX FORFEIT PROPERTY BY ANOKA COUNTY**

WHEREAS, the City Council of the City of East Bethel, Anoka County, Minnesota, has been advised by the County of Anoka, Minnesota, that two contiguous parcels of land in said City has become the property of the State of Minnesota under the provision of law declaring the forfeiture of lands to the State for nonpayment of taxes; and

WHEREAS, Minnesota Statute 282.01, Subd. 1 requires the governing body of a municipality must approve the classification and sale of forfeit parcels that lie within their jurisdiction; and

WHEREAS, the City Council approves the request from the County Board to classify and sell the following described parcels of tax forfeited land:

PID Numbers

20-33-23-31-0001

36-33-23-24-0259

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL, MINNESOTA approves that the board of commissioners of Anoka County classify as non-conservation and sell, tax-forfeited parcels PID Numbers 20-33-23-31-0001 and 36-33-23-24-0259 from the county auditor's list of properties.

Adopted this 21st day of January, 2015 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Steven R. Voss, Mayor

ATTEST:

Jack Davis, City Administrator



36-33-23-24-0259

East Bethel



Scale 1:600





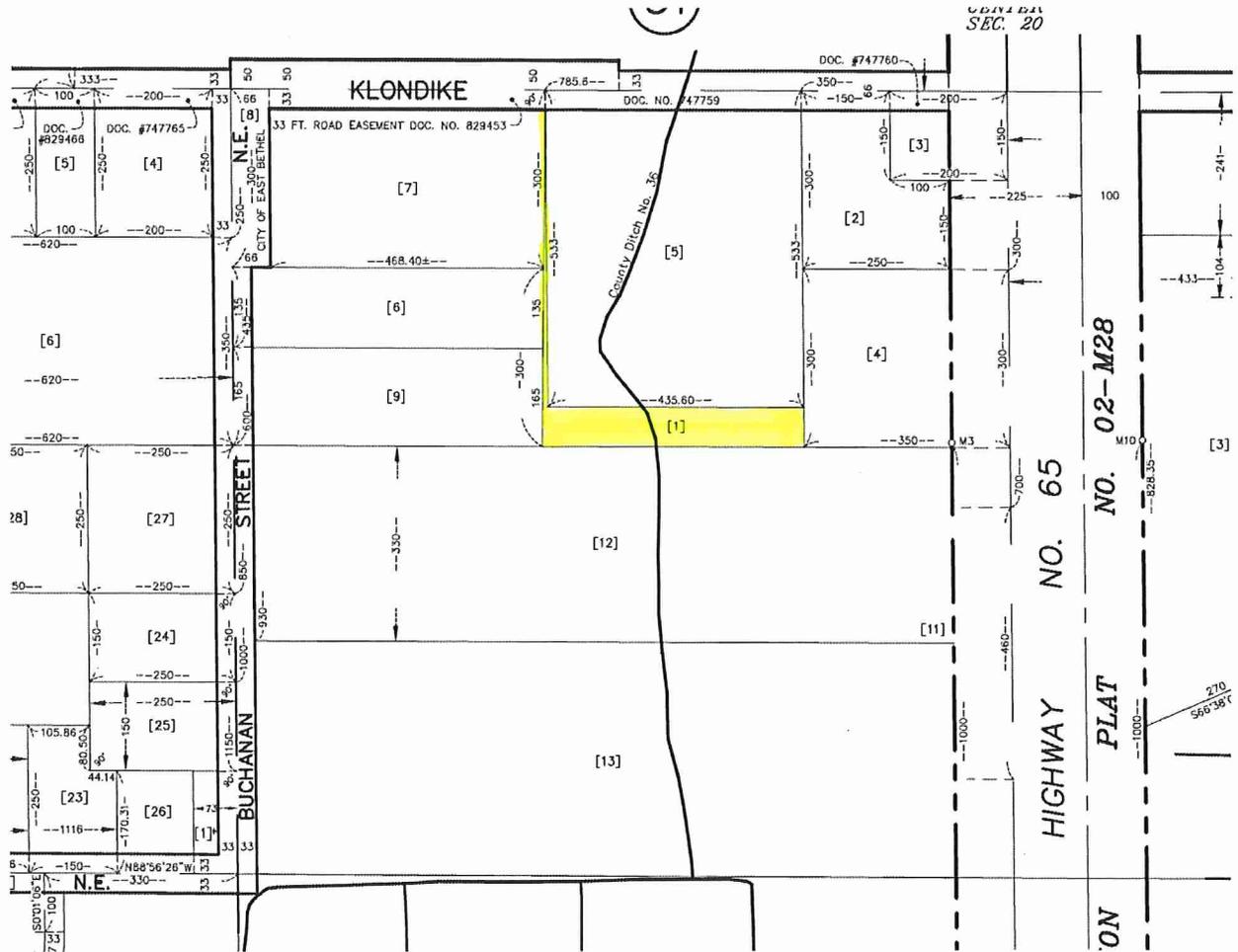
20-33-23-31-0001

East Bethel



20-33-23-31-0001

East Bethel





City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 9.0 B.1

Agenda Item:

Drainage Improvements for Nordin Estates

Requested Action:

Consider options for drainage improvements for Nordin Estates

Background:

The Nordin Estates development was constructed in 1972. Lots 13 & 14, Block 4, have experienced ponding concerns since their homes were constructed in 1980. With the recent high water levels from heavy spring rains in 2014, the issue has resurfaced. The Public Works Department pumped water for four days this spring/summer to alleviate the problem. However, pumping is only a temporary solution and does not remediate any flooding damages caused to the properties. The design of the drainage system for this area does not allow for storm water to discharge to outlets until it has reached a level where it is over the elevation of the drain fields and encroaches on basement perimeters. The construction met city design standards at that time but would not meet current engineering standards. There are 23 properties have some varying degree of benefit or contribution to the issue of the project.

The residents of the Nordin Estates development have appeared before numerous Road Commissions and City Councils over the past 35 years trying to find a solution to the problem. The East Bethel Roads Commission has discussed this agenda item at its last three meetings. They have looked at different options for removing the excess storm water and providing a stable high water mark. The option the City Engineer, Staff and Road Commission recommend included placing 12” storm sewer pipe from the low area and connecting into the existing stormwater system located a block to the north (Attachment 1). Two different costs estimates were developed based on open cutting the trench for the pipe or directional drilling the pipe in place (Attachments 2&3).

Attachments:

- 1) Map of Project Location
- 2) Project Cost Estimate for Directional Drill
- 3) Project Cost Estimate for Open Cut
- 4) Road Commission Minutes December 9, 2014
- 5) Letter to City Council October 21, 2002
- 6) Petition Letter to City Council October 1, 1997
- 7) City Council Minutes October 15, 1997
- 8) Engineers Letter October 20, 1997

Fiscal Impact: The project would be bid as open cut with directional drilling as an alternative. Projected costs would range from \$56,000 to \$66,000.

Recommendation(s):

This is a unique situation due to our interpretation of an error of omission by the City Engineer that reviewed and recommended the plat for approval in 1972. The engineering firm of record is no longer in business.

The Road Commission recommends funding the project with the Street Capital Funds if the easements for the storm water pipe are donated by the property owners. Other funding options were considered, including assessing the project to the benefitting properties or a combination of the two options. Funds are available from this source without jeopardizing future road improvement schedules should the project be approved.

City Council Action

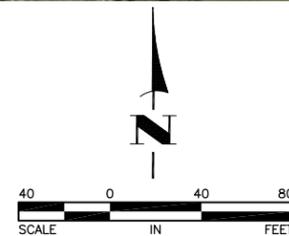
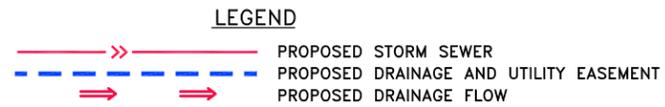
Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



**PROPOSED DRAINAGE IMPROVEMENTS
NORDIN ESTATES**

**ENGINEER'S ESTIMATE
NORDIN ESTATES STORMWATER IMPROVEMENTS
WITH PIPE DIRECTIONAL DRILL**

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	ESTIMATED COST
1	MOBILIZATION	LUMP SUM	\$2,500.00	1	\$2,500
2	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$2.50	300	\$750
3	REMOVE BITUMINOUS PAVMENT	SQ YD	\$5.00	418	\$2,090
4	COMMON EXCAVATION	LUMP SUM	\$3,000.00	1	\$3,000
5	TOPSOIL BORROW	CU YD	\$20.00	110	\$2,200
6	AGGREGATE BASE CLASS 5	TON	\$30.00	95	\$2,850
7	MILL BITUMINOUS SURFACE (1.5")	SQ YD	\$5.00	31	\$155
8	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$5.00	20	\$100
9	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$120.00	39	\$4,680
10	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	\$110.00	48	\$5,280
11	CONNECT TO EXISTING STORM SEWER	EACH	\$1,500.00	1	\$1,500
12	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48 - 4020	EACH	\$2,000.00	1	\$2,000
13	CASTING ASSEMBLY	EACH	\$600.00	1	\$600
14	12" PVC SEWER - DIRECTIONAL DRILL	LIN FT	\$90.00	154	\$13,860
15	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	\$35.00	250	\$8,750
16	12" CM PIPE APRON	EACH	\$350.00	1	\$350
17	TRAFFIC CONTROL	LUMP SUM	\$1,000.00	1	\$1,000
18	TURF ESTABLISHMENT	LUMP SUM	\$1,000.00	1	\$1,000

Estimated Construction Cost	\$52,665
Overhead and Contingency (25%)	\$13,166
Estimated Project Cost	<u>\$65,831</u>

**ENGINEER'S ESTIMATE
NORDIN ESTATES STORMWATER IMPROVEMENTS
WITH PIPE OPEN CUT**

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	ESTIMATED COST
1	MOBILIZATION	LUMP SUM	\$2,500.00	1	\$2,500
2	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$2.50	300	\$750
3	REMOVE BITUMINOUS PAVMENT	SQ YD	\$5.00	418	\$2,090
4	COMMON EXCAVATION	LUMP SUM	\$3,000.00	1	\$3,000
5	TOPSOIL BORROW	CU YD	\$20.00	110	\$2,200
6	AGGREGATE BASE CLASS 5	TON	\$30.00	95	\$2,850
7	MILL BITUMINOUS SURFACE (1.5")	SQ YD	\$5.00	31	\$155
8	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$5.00	20	\$100
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11	CONNECT TO EXISTING STORM SEWER	EACH	\$1,500.00	1	\$1,500
12	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48 - 4020	EACH	\$2,000.00	1	\$2,000
13	CASTING ASSEMBLY	EACH	\$600.00	1	\$600
14	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	\$35.00	404	\$14,140
15	12" RC PIPE APRON	EACH	\$500.00	1	\$500
16	TRAFFIC CONTROL	LUMP SUM	\$1,000.00	1	\$1,000
17	TURF ESTABLISHMENT	LUMP SUM	\$1,500.00	1	\$1,500

Estimated Construction Cost	\$44,845
Overhead and Contingency (25%)	\$11,211
Estimated Project Cost	<u>\$56,056</u>

EAST BETHEL ROAD COMMISSION MEETING

December 9, 2014

The East Bethel Road Commission met on December 9th, 2014 at 6:30 P.M at the East Bethel City Hall for their regular monthly meeting.

MEMBERS PRESENT: Lori Pierson-Kolodzienski Kathy Paavola Dennis Murphy Roger Virta
Al Thunberg

MEMBERS EXCUSED: Jeff Jensen

ALSO PRESENT: Nate Ayshford, Public Works Director
Tim Harrington, City Council Member

Adopt Agenda Ms. Pierson-Kolodzienski motioned to adopt the agenda as submitted. Mr. Murphy seconded; all in favor, motion carried unanimously.

**Approve
October 14th,
2014 Meeting
Minutes** Ms. Pierson-Kolodzienski motioned to approve the minutes. Mr. Thunberg seconded; all in favor, motion carried unanimously.

**Roads
Financial
Information &
Roads Capital
Funds
Summary** Mr. Ayshford reported that the budget is closing out with a balance of approximately \$100,000 remaining. (Attachments 4.0, 4.1) He anticipates that this will be adequate to finish out the year. There will be two more loads of salt coming out of the budget as well. There was extensive overtime following the storm in early November due to its falling on a holiday.

**Drainage
Improvements
for Nordin
Estates** The Nordin Estates Development was constructed in 1972. Lots 13 & 14, Block 4, have experienced ponding concerns since their homes were constructed in 1980. With the recent high water levels from heavy rains the issue has returned. The City pumped water for four days this spring/summer to help alleviate the problem, but pumping is only a temporary fix.

The design of the drainage does not allow for any storm water to flow out of the area until it has reached a level where it is over the elevation of the drain fields and approaching basement levels. The construction met city design standards at that time but would not meet current engineering standards.

At the October 14, 2014 Road Commission meeting, staff was directed to work with our City Engineer to update designs for a storm water system that would drain the low portions of the ponding area and provide a stable high water mark.

Attachment 5.1 shows the possible location of the storm water pipe with cost estimates broken down in attachment 5.2 and 5.3. Possible project funding sources include a neighborhood assessment, the Street Capital Fund, or a combination of the two.

Mr. Ayshford reviewed the two options with members, explaining that the "Pipe Open Cut" plan is estimated at close to \$56,000 and the "Pipe Directional Drill" plan estimated to cost more than \$65,800.

The Open Cut plan requires digging a trench, placing the pipe and then covering it up. This would include removing several Cottonwood trees along the path of the pipe. It is anticipated that owners would not block removal of the trees as they are dead.

The Directional Drilling requires drilling underground to place the pipe. Most of the ground in the area is sand although it is possible that there would be some difficulty drilling through the roots of the trees.

Members and the public residents present discussed funding for the project at length. Potential funding options included an assessment on the residents of the development, using Street Capital Funds or a combination of the two. Mr Ayshford noted that the cost of easement acquisition for the project was not included in the estimates and that residents had not yet been contacted about the potential for donating easements on their property.

Discussion from the previous meeting included the possibility of residents donating their easements and then the city would pay for all or some of the cost with the possibility of an assessment to cover the total cost. An option might be to have the assessment cover just the engineering cost of approximately \$14,000 with the easements donated and the city paying the rest. With approximately 20 lots in the development, most residents would pay about \$430 based on the percentage of drainage from their lots but two of the residents with the largest lots would have to pay over \$2,000 each. Mr Ayshford noted that \$4,000 of the total amount is actually required just to pay for the administrative process of making an assessment on the homeowners.

Mr Virta noted that at previous meetings members had made statement for and against an assessment to fund the project. He requested further discussion on this topic. Ms Paavola stated that the drainage problems should have been addressed when the development was established and that it is not the fault of the current residents that this was not done. She does not believe it is fair to ask the residents to pay for the entire cost of the project. Mr Virta stated he could see why it might be necessary to place some of the funding responsibility on the residents as the city may not have adequate funding to pay for the entire project.

Mr Murphy agreed with Mr Virta but also with Ms Paavola in that it was the builders and City staff at the time of the development who were at fault for the current situation. Ms Pierson-Kolodzienski also felt it would not be appropriate to make the current homeowners pay for the entire project but thought having an assessment for the engineering cost only might not be too much of a hardship for them and would reduce the amount the city would have to pay.

Ms Paavola and Mr Thunberg agreed that the problem must be addressed as soon as possible to prevent further flooding issues and property damage. Mr Thunberg stated he did not feel it was the members responsibility to decide how the project would be funded. He felt the members were in agreement for the most part that the funding should be shared but that it was up to the City Council to ultimately decide how funding the project would be accomplished.

Resident, Virginia Conwell asked the members if "homeowners who have already paid hundreds and thousands of dollars all these years" due to the drainage problems might not be required to pay an assessment. The members understood Ms Conwell's

suggestion/request and reiterated that the project funding will ultimately be a City Council decision. It is expected that there will be an opportunity for homeowners to provide input on the funding decision at an upcoming City Council meeting.

Resident, Dennis Olson stated that he did not feel the homeowners should have to pay any assessments. They have been dealing with this problem “for twenty plus years and the damage is done”. Mr Olson stated that he has spoken before the City Council and the Road Commission in the past to request help with the problem and the response has not been satisfactory and nothing has been done. He feels very strongly that the city should be responsible for funding the project.

Mr Virta summarized that the members agree some action must be taken to correct the drainage problem in Nordin Estates. He stated that if homeowners are willing to donate the required easements, it should be considered as part of the residents’ contribution to funding the project. Ms Paavola stated that she would like to see minimal costs for the residents for funding the project.

Mr Virta suggested that Mr Harrington could present the discussion regarding costs that has occurred during Road Commission meetings at the City Council meeting to provide additional information for Council members to make funding decisions.

Mr. Thunberg made a motion to recommend the City Council request a bid for the Open Cut plan with Directional Drilling as an option to address drainage improvements for Nordin Estates with minimal cost to the residents. Ms Pierson-Kolodzienski seconded the motion. All in favor, motion carried unanimously.

**Anoka
County Street
Lighting
Project**

The Anoka County Highway Department has been awarded a federal grant for safety upgrades to be used on rural county roads. The funding will be used to upgrade the center line striping with a more reflective material along Viking Blvd from TH65 to the eastern border of Anoka County and to install street lighting at intersections along the same stretch of road.

There are six street light locations proposed for East Bethel that include Rochester St, Vickers St, Breezy Pt Dr, Thielen Blvd/Sportsmen Rd, Tri Oak Circle, and Lexington Ave. (Attachment 6.1) The grant would cover 90% of the construction and installation costs with Anoka County picking up the remaining 10%. East Bethel would be required to handle the operational and maintenance costs. With an LED style light, the monthly cost could be approximately \$6.76 per light or a total yearly cost for the 6 proposed lights of \$487. The costs include electricity charges and cover all maintenance needs for 25 years.

The proposed construction schedule would have the lights installed by mid-summer, 2015.

Mr. Virta motioned to accept the Anoka County Street Lighting Project as described with the request to change the light planned for Lexington Avenue to 195th Avenue. Ms. Pierson-Kolodzienski seconded; all in favor, motion carried unanimously.

**Anoka
Conservation
District Water**

The Anoka Conservation District (ACD) is proposing to fund water quality improvement projects around Coon Lake in East Bethel. The projects include shoreline restoration and rain gardens that help increase storm water infiltration and sediment collection before it

Stanley L. and Virginia D. Conwell
2633 181st Lane N.E.
Wyoming, MN 55092

*Rec'd 10.28.02
Council Agenda*

October 21, 2002

Honorable Mayor and City Council
City of East Bethel
2241 – 221st Avenue NE
Cedar, MN 55011-9631

Subject: Rain-water/Storm-water Run-off –
Along 181st Lane Nordin Estates, City of East Bethel, Anoka County, MN

Dear Mayor and Council,

Nearly 10 years ago my wife and I, along with several of our affected neighbors, approached the East Bethel City Council to help resolve water run-off problems reoccurring over the course of several years. We were told that the problem would be addressed and a proposal would be presented. No correct action to remedy this ongoing and reoccurring problem has ever been done by the City of East Bethel even though it is registered as a known problem area for several years and is recorded as such in the Water Management Plan.

In 1982 when the proposed street improvement plan was being implemented some assumptions and recommendations were made to the city engineer by Comstock and Davis, Inc. about the drainage of storm water run-off. It turns out that these assumptions and recommendations were incorrect because the plan as outlined assumed that the water run-off from storm events and snow melt would be handled by ditches and 14" culvert placed under 181st Lane. The collection of water would then flow south through the drainage easement ditch and into the Coon Lake Water Shed area located in Ham Lake Township. Simple and easy, the thing is that water does not flow uphill. The so-called water run-off plan was corrupt before it was implemented. The water run-off intended Coon Lake Water Shed collection area level is 3'-5' above the ditches that run along 181st Lane.

The street improvement plan shows a bituminous swale for 181st Lane on both sides of the road with a 10' wide drainage easement that runs 364' along the east boundary of property of Lot 11 Block 3 of Nordin Estates and was supposed to take care of large rain and water run-off problems. Unfortunately the existing drainage easement ditch was never cleared out properly and in fact even if the easement ditch were cleaned out the water would still be required to run uphill. As you can see, this is counter to the intended flow for water that accumulates on the property that includes Lots 14, 13, 12, 11, and sometimes 10 of Block 4 along with Lots 10 and 11 of Block 3.

Since the bituminous roads were established in the late 1980's, flooding of property along 181st Lane has occurred regularly for Lots 14, 13, 12, of Block 4 along with Lots 10 and 11 of Block 3. This year has been particularly bad with continued standing water beginning in April 2002 and still present as of the writing of this letter.

In 1997 again a few of the homeowners petitioned the city council to try and remedy the problem of long term standing water that had caused property damage. Once again the findings from the city engineer was that there was nothing he or his team could do since the water run-off from the property north of 181st Lane, between Lots 13 and 14 of Block 4 in the Nordin Estates was being hindered by a property owner (Lowell Friday) south of 181st Lane, Lots 10 and 11 who has since blocked the culvert and bituminous swale adjacent to the easement ditch which prevents any drainage of water from property Lots 12, 13, and 14 of Block 4. The homeowners were told that the city would not help, so the matter was dropped because the full financial burden was being placed in the laps of the 3-5 homeowners that couldn't afford to fund such a costly project as costs projections were in the \$100K range.

This area has been listed as a problem area in the East Bethel Water Management Plan Documents (Section 3.4.6) for several years and most recently up-dated November 1999. The EBWMP also states that it is the cities responsibility to maintain drainage ditches and drainage easements. Neither has been done which demonstrates negligence in water management of this known problem area.

A proper water drainage action plan of property for Lots 12, 13, and 14 of Block 4 of Nordin Estates needs to be adopted. The current plan and measures implemented since the late 1980's for this area has been nil. Since the intended water run-off area into Coon Lake Water Shed will not occur, doing nothing is not an acceptable plan either. It has been suggested that a transfer lift station be built so that water will be collected between Lots 13 and 14 and pumped into the storm drains located north of the problem area on 182nd Avenue of Nordin Estates. That water would then empty into the designated collection pond just south of 183rd Avenue and east of Lot 1 Block 3 of Nordin Estates.

Anoka County Commissioner Dick Lang observed the flooded property between Lots 13 and 14 first hand on September 9th of this year. He told me that he would get back to me by the end of the week; but as of today has not replied or acted on this problem. Our concern grows as this area has been flooded since late April 2002. The water is stagnating and the mosquitoes this year have been unbelievable. The West Nile Virus is becoming a national issue and a state issue. Having stagnate water 1'-2' deep on our property over the past 7 months is very unsettling. Especially since the city or county still has made no effort to do anything to remedy this problem over these many years.

I have looked over the water management plan and no where in this plan does it show or state that property between Lot 13 and Lot 14 just north of 181st Lane has been designated as a water collection area or swale. Since this is true, our question is this. – By what authority is the storm water allowed to flow from several homes (at least 11) along Yancy Street Lots 1 through 8 of Block 1 and Lots 1 and 9 of Block 2 and Lot 1 of Block 4 from 183rd and 182nd lanes down into our property and flood our yard and wooded area along with our neighbor's property which also remains flooded today and has for several months at a time? The neighbors north and west of us

remain nice and dry while we've shouldered the entire burden and suffered the problems associated with months of stagnating water on our property.

Looking at the situation today, you can clearly see that the city council chose the easiest and simplest route to try and remedy the water drainage problem. They made some decisions without carefully and completely understanding the impact of their decisions on the residence of Lots 12, 13, and 14 of Block 4 in the southwest part of the neighborhood in Nordin Estates.

We are requesting written documentation for authorizing and implementing the Water Management Plan for the problem area listed in Section 3.4.6. Please provide in writing the legal documents that gives the city of East Bethel City Council or other representative of the city the authorization to use property of Lots 13 and 14 in Nordin Estates as a designated water collection area or ponding area for storm events. Also, who gave the city engineer the authorization to use my property and my neighbor's property between Lots 13 and 14 just north of 181st Lane as a designated water collection area or ponding area for storm events?

As part of the cities water management plan there needs to be action steps to be acted upon in order to correct problems as they surface. A plan or methodology with no action steps is merely words in a book. There needs to be provisions or methods to show who and how the plan will be implemented.

Due to the continued flooding on property of Lots 13 and 14 in Nordin Estates, we (the homeowners of said property) may need to be able to purchase flood insurance to help alleviate some of the risk of additional flooding and protect our homes from the risk of increased property damage caused by in adequate drainage. Please look into this matter and reply in writing before the first city council meeting in November 2002.

Sincerely,


Stanley L. Conwell


Virginia D. Conwell

1 set
Copies

NORDINE ESTATES
Neighborhood
PETITION
October 1, 1997

This petition is being presented to the East Bethel City Council to bring to the attention of the City Council the many water drainage problems experienced by a number of the families living in the Nordine Estates. This neighborhood is located in the Southeast corner of East Bethel. This community is south of 183rd Street and east of Lowell Friday's Horse Ranch, known as NV Stables, between Yancy Street on the west and Alamo Street on the east and 181st Lane on the south.

The water flooding problems began to surface about the summer of 1990 when standing water was noticed in several of the yards and lasting for a couple of weeks. It was brought to the attention of the roads and bridge engineer and council several times from then until 1995 to see if we could get anything done to alleviate this reoccurring problem. Time and again we were told by the road and bridge council that the drainage program for this area was done properly and there shouldn't be this problem with standing water.

Unfortunately the water problem continues and the home located at 2633 181st Lane and owned by Stan and Jenny Conwell experiences water coming up through the basement drain whenever in rains. Standing water over their septic drain field is noticeable after a heavy rain and standing water in their yard and their neighbors just east have experienced even worse conditions. In the past couple of years they've had to bring in portable toilets to use.

According to the people living in the area in 1983, Jenny Conwell is included, when the new roads were established, a water run-off system was supposed to be put in that would run down the back yards of those living to the south of 182nd Lane and north of 181st Lane. Evidentially these plans were not done and the water run-off was handled by the engineers in a way that has created these water problems for so many of the families in the neighborhood.

The water currently runs down the Yancy Street south, and is dumped into the yard at 2633 181st Lane and across the street. There is no water flow toward Coon Lake like was told to neighborhood members having the water problems. The area in which the water does flow is into the wooded area at 2633 181st Lane and eventually spreading out into the yard covering the drain field with standing water.

fire treated) allowed to remain for storage at 2 ½ feet from the new lot line. Pin numbers to be combined into the two lots so they cannot be split in the future. Roll call taken in favor: Jacobson, Gjemse, Hunter, Hintz; motion carried.

Steve Strandlund Council did not discuss Steve Strandlund's sketch for Dirt Works, Inc., as Strandlund was not at the P & Z meeting to present it.

Weiss Economy Canvas Paul Weiss was present at the P & Z meeting to propose his new business, **Economy Canvas** at 18531 Highway 65 NE (PIN 32 33 23 13 0014). P & Z asked them to come back with their site plan and Doug Nord's comments for review. Council will also review this in the future following P & Z's recommendation.

P & Z Mtg P & Z meeting for November has been changed to November 6, 1997.

Glenn Terry New P & Z member P & Z Members Voss and Boyer believe Terry would be a helpful member addition to the P & Z Committee. Motion by Jacobson, seconded by Gjemse to **accept Glenn Terry as a new member of the P & Z committee**. All in favor; motion carried. He was present at the last P & Z meeting and supplied his resume for review. City Council appreciates the quick turn around and quality of Latvala's P & Z minutes, but if it happens in the future where P & Z is scheduled the night before Council, the P & Z items should be addressed at the following meeting to give Council members an opportunity to review the minutes and time to consider recommendations.

Engineer's Report Nordin Estates Drainage Problem City Engineer, Larry Koshak reported on the Nordin Estates drainage problems being experienced by the Conwells at 2633 181st Ave. NE. He supplied a visual exhibit of the area that will be left for the city files. Koshak then reviewed all of the elevations of the bodies of water around Nordin Estates and added that the water appears to be flowing in the direction of the lake. There is less than a three foot difference between this development and the lake. Coon Lake is at 903.43, and according to records, that seems to be a normal level. The first pond going west from the lake on 183rd Ave., the elevation is 905.89, and across the road, it was 905.74. Further down 183rd to the west, that pond is 906.49 on the north, and 905.99 on the south so it's about 1/2 foot higher on the north side than on the south. It tells them that the ground water is flowing in the direction towards the lake. The pond located in the SW corner of the map is located in Ham Lake and flows to the Coon Creek watershed district and was at 906.87, almost 3 ½ feet higher than Coon Lake in the Sunrise River Watershed district. A pond just south of the plat is 905.47. The general groundwater level, or average, in the area is approximately 906 or a little less.

The main problem is on Lots 13 & 14, Block 4, Nordin Estates which is an area that was a wetland and the natural drainage went to that ponding area which was partially filled in 1972 prior to criteria not allowing filling in a wetland. There was a wetland there and the natural drainage went to that ponding area. Koshak's map showed the drainage area that pertains to the problem with a dotted line. The drainage for the rest of this plat goes to the pond on the northeast corner.

The two homes on Lots 13 & 14 are split levels and Koshak assumes their basement level is approximately 910 elevation. There is a pipe under the road at 908.88 so the water does not flow across that until it hits that elevation and the water ponds between the lots. If the water level goes up that high, then their septic tanks or drainfields are in the water table and will take on water. The lowest elevation in the pond south of the street is about 907 so there is not a lot of storage on the south side. Now the groundwater is down to 904.82 in a hole dug by the surveyors in the ponding south of the road. An estimate of three or four acre feet of storage would be needed to drain the plat; the current ponds will carry about 1 ½ acre feet. On that condition, there is potentially a problem.

Conwells were present and stated that sewer experts have told them that a mound septic system will only be a temporary fix. They would still need a drainfield which would still be under water. The water table is lower than the pond they are to drain it to (pond is at 906).

Koshak said that from these numbers, it appears that the drainage system has some problems, and although he does not see evidence that there were any easements acquired over the property to the south for a pond, suggests that possibly the Maintenance Dept. might attempt to help alleviate some of the problem by digging it out where they can but leaving the pipe. Hunter asked about other possible outlets for this drainage. Koshak stated that the pond to the southwest is in Ham Lake and in the Coon Creek watershed district, and it is not likely feasible to pipe, lift and pump to Coon Lake through two different watersheds, two cities, etc. Koshak continued by saying the primary problem is the water table; these are the lower lots of the area, and even if the city dug out the ditch a little and/or constructed ponds to store a little more water, in a large storm, water would feed back to this property.

Hunter asked if there is an area the City can dig out to outlet this drainage? Jacobson said it basically drains back into the swamp part of the lake in the back. Other suggestions and options were discussed; however it appears there really is no solution for the drainage problem. The property is in a low section and the natural flow of water is to that area where it has always been.

Conwell discussed the water run off coming from Yancy, 181st and 182nd dumping into their property, flowing over their septic tank. It is also killing off many of their trees. They feel it is due to the poor layout and construction of these roads' drainage system and asked if that is allowed? Response was that the water would have run there regardless of the road being there or not. Gjemse believes that bituminous improvements of the roads accelerate the flow of the water. Koshak said it is a very short duration watershed and the flow pattern hasn't been changed. The Conwells may want to try creating an artificial water table by creating a pond between them and Olsons may provide a little more storage for some of the water. Gjemse said apparently this development had lots approved that are not up to code for today's

standards. However, in 1972 the standards were not so stringent and it was buyer beware.

Conwell asked why there are no storm drains on 181st? Koshak said the road and drainage were too low. There is not much more you can do in that circumstance. A resident asked if there is any way to get the flow of water changed? Koshak said the run off is greater than that. He discussed where the water flows and offered an option that a foot and a half storage area could be obtained, but a very large storage area would be needed to keep that water. An open pond can hold more.

The Conwells asked for some help or direction. They have looked at costs involved in moving their septic to the back yard. They are willing to put in a mound system to help alleviate the problem; however they state they have been told that this is only a temporary fix. Conwell said that water in their back yard is at one foot below the surface, and a mound system (or any septic system) must be 3' above water table. Koshak said that apparently there is no instant solution to this problem, and they should work with the building inspector and sewer designer on their septic system.

The Conwells went on to discuss their frustration with this problem and some hearsay regarding the original development. They were told by Lowell Friday that drain pipes would be installed and they never were. Koshak has reviewed the construction plans and everything has been built per plans. The developer has followed the drainage pattern developed when platted in 1972. The 1982 construction improvement plans did not change what was already there. Conwell then asked if in Koshak's opinion if it was done properly; Koshak said it was for that time period.

The Conwells asked if the City can change the flow of water? Koshak said that is where it drains and there is no where else for it to go. Conwells feel the city should help them and believe it is an injustice to them as homeowners to have these drainage problems. Mrs. Conwell said she was the original owner in 1980 and that is when their septic system was put in. Hintz said the septic system is their responsibility; it is 17 years old. Septic system codes have been upgraded since then. Their home is on one of the lowest lots where water drains to naturally. Koshak added that when the drainage pattern was developed for the plat and although the water levels go up and down in cycles, they are at an average and it has not changed much in 15 years. The Conwells said that the problems have been bad for the last 6 years and they have been into the City previous times to address these issues. Koshak stated that the water level is still at an average and he does not foresee it changing much.

Hunter asked if the Sunrise River Watershed can come up with some type of solution; Jacobson stated that it comes back to the City and City Engineer for solutions. Hunter believes there should be some point or area to receive this run off water and that water issues should be dealt with through the DNR, the Army Corp., etc. even if pumping to Coon Lake. Koshak said it would require approvals from several jurisdictions to attempt to pump to Coon Lake and it would be a very expensive process and a lot of

time and would not be beneficial to all parties. Fees would likely be the responsibility of the benefiting property owners of Lots 13 & 14 and possibly 12, Nordin Estates. In 1980, we were in a drought cycle when these two lots (13 & 14) were purchased and built on. The original sketch for the plat showed the low areas. Digging out a new pond to catch more of the water is an option which may help some. The Conwells would be responsible for that. Hintz summarized the 17 year old septic system is their responsibility, and acknowledged the city has put in further studies here again, and although the council is concerned, this was the low area of the plat and water has always run there and will continue to do so.

Palisade Pine Final Plat Koshak did not want to make recommendations this evening regarding the Final Plat and acceptance of the improvements for Palisade Pine. The paving was done today but they have not gotten the test results for bituminous nor core samples; the utilities and shoulder gravel are not in yet. Randall stated that the title work is fine.

Roger Kolstad, representing the developer, was present to request conditional final plat approval subject to Koshak's letter recommending approval. He said due to weather conditions and snowballs soon coming, it will save new home builders about a week to get started immediately following the engineer's approval. He stated that the blacktop was done today, with the utilities scheduled for Monday and seeding to follow. Kolstad added that continued work on the property helps deter vandalism.

Randall stated that conditional approval should not be given without security. Koshak's letter of recommendations will include the letter of credit amount required for work that needs to be completed. Motion by Hintz to approve execution of the final plat and acceptance of the improvements of Palisade Pine effective when Koshak approves the construction of improvements, letter of credit received with executed development agreement for any unfinished items and two year maintenance security, park dedication and all other fees paid. Motion seconded by Hunter. All in favor; motion carried.

Larson's Oak Hills Letter of Credit Exp As per Koshak's report that all items were taken care of and recommendation for release of letter of credit, motion by Hunter, seconded by Gjemse to release Larson's Oak Hills 2nd Addition Letter of Credit for 2 year warranty which expires 10-26-97. All in favor; motion carried.

Pine Crest Estates Letter of Credit Koshak noted that about 10% of the turf establishment in Pine Crest Estates doesn't look that good, but the rest looks fine. The two year warranty is sufficient to cover any reseeded if needed and recommended release of the \$1500. Motion by Hintz, seconded by Jacobson to approve release of the \$1500 Pine Crest Estates letter of credit with any additional turf establishment required to be covered under the two year security. All in favor; motion carried. Hintz recommends that non-controversial releases for the letters of credit items be added to the consent agenda for approval.

Pine View As per recommendations of the city engineer and maintenance supervisor, motion by

October 20, 1997

Honorable Mayor and City Council
City of East Bethel
2241 - 221st Avenue N.E.
Cedar, MN 55011-9631

RE: Nordin Estates
Drainage Problem

Dear Mayor and Council,

On October 15, 1997, I presented to you and several of the homeowners for the area the results of our field survey.

The drainage problems have been, according to the homeowners an issue that was caused by the construction of the paved streets in 1982. Upon reviewing the plans and checking the as built conditions, I did not find significant deference between the plans and what was built.

It appears that the engineer in 1982 designed the drainage pattern for storm water surface flow to occur in generally the same direction it had when the plat was developed in early 1970's.

The water table in the plat area is roughly 906.0. The water table can fluctuate some over several years but generally stays within a range depending on rainfall cycles.

In any plat where many septic tank and drainfields exist there is a quantity of wastewater being pumped to the drainfield every day which, along with rainfall in the area, contributes to the raising of the local ground water. Temporary raising of an isolated water table can occur but the larger area will eventually equalize. With surface water ponding between the houses this condition could be created.

With split level homes on Lots 13 and 14 in Block 4, the lowest liveable level is approximately 910.0. Based on the hydraulics it would take to serve a low floor level, the drainfield would be in the water table or just barely above it. Current code requires the drainfield to be 3 feet above the highest known water table. An alternative solution to sewage disposal is constructing mound systems assuming those can be built on these sites.

The overland storm water appears to pond between the homes before overflowing into the pasture to the south of 181st. There is evidence that the volume of runoff exceeds the storage available thus at times contributing to the drainfield problems.

Honorable Mayor and City Council

Page 2

October 20, 1997

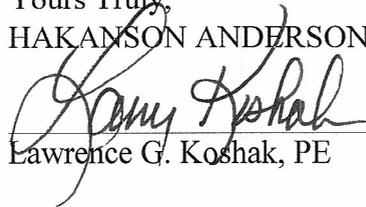
Lowering the area water table is not a feasible solution due to the enormity of the task.

The overland drainage could possibly be improved by adding more ponding in the area. That work would be a public improvement project with the cost being assessed to the benefited property.

I hope the data and information addressed the question on the matter.

Yours Truly,

HAKANSON ANDERSON ASSOCIATES, INC.



Lawrence G. Koshak, PE

clk

cc: Sherri Anderson, Clerk
Brad LeTourneau, Public Works
Gerald Randall, Attorney

eb401.drm



City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 9.0 E.1

Agenda Item:

2015 Joint Powers Agreement (JPA) Street Maintenance Projects

Requested Action:

Consider approving the listed projects to be bid as part of the 2015 North Metro Street Maintenance Program JPA Street Maintenance Projects

Background Information:

The Cities of Coon Rapids, Andover, Anoka, Brooklyn Center, Columbia Heights, Ham Lake, Mahtomedi, and Fridley entered into a Joint Powers Agreement (JPA) on February 1, 2005 for the purpose of collective bidding certain street maintenance services. The North Metro Street Maintenance Program JPA allows smaller cities to achieve more economies of scale in the bidding process and potentially achieve lower bids from contractors for crack sealing, seal coating, striping and other street maintenance services. The City East Bethel joined the group in February, 2008.

The City of Coon Rapids is the lead agency by the agreement for this group. As the lead agency, they draft the specifications, solicit bids and provide the necessary documents for member cities to sign to participate in the program. The agreement is structured such that it permits each member city to accept or reject the bids for their portion of the proposed contract. Each city will pay the contractor directly for their share of the work and contracts will be awarded separately for the various items.

The process for bidding the work is as follows:

- 1.) The City of East Bethel submits the quantities for crack sealing, seal coating and striping to the City of Coon Rapids for inclusion in the joint bid.
- 2.) The City of Coon Rapids develops all bid specifications and solicits bids for all quantities submitted by member cities. Bid specifications follow MnDOT guidelines requirements.
- 3.) Each City may modify the quantities they have submitted to maintain budgets for these projects after the low bid has been identified.
- 4.) Bids for these projects will be opened on February 27, 2015. The City of East Bethel is required to submit a letter of concurrence to the City of Coon Rapids by March 19, 2015 authorizing the City's level of participation in the program for 2015. The bid award date will be April 7, 2015.

The City of East Bethel has realized savings of up to 20% over previous costs for these services through participation in the JPA Street Maintenance program.

The following projects are recommended to be bid as part of the 2015 JPA Street Maintenance program. These projects have been identified in the 2015-2019 Street Capital Improvement Plan (CIP) by the Roads Commission and approved by City Council on June 18, 2014.

1. Seal coat 50,000 sq yds of City streets including 225th Ave, 226th LN, London St, Staples St, Jenkins St, 223rd Ave, 221st Ave, Wake St, and 219th Ave.
2. Crack-seal 100,000 LF as part of the annual street maintenance program. Crack sealing will be performed prior to any seal coating applications. Streets proposed for crack sealing are indicated on the attached map.
3. 125,000 LF of striping as indicated on the attached map.

The estimated budget for seal coating, crack sealing and striping the above listed streets is \$235,000. These projects will be funded from the Street Capital Fund as identified in the 2015-2019 Capital Improvement Plan and the 2015 Street Maintenance Budget.

Attachments:

1. Location map for seal coating, crack sealing, and striping
2. 2015-2019 Street Capital Improvement Plan

Fiscal Impact:

As noted above

Recommendation(s):

Staff recommends consideration of the proposed City projects for bidding as part of 2015 North Metro Street Maintenance Program JPA. Bids for the work will be presented to City Council for final approval at the March 18, 2015 meeting.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

**Street Capital Projects
2015-2019
Funding Analysis**

MUNICIPAL STATE AID FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2015 Beginning Balance	\$288,257			\$288,257
Municipal State Aid Funding		\$557,291		\$845,548
189th Ave			\$1,000,000	-\$154,452
2015 Ending Balance				-\$154,452
2016 Beginning Balance	-\$154,452			-\$154,452
Municipal State Aid Funding		\$557,291		\$402,839
Davenport St Reconstruction			\$550,000	-\$147,161
2016 Ending Balance				-\$147,161
2017 Beginning Balance	-\$147,161			-\$147,161
Municipal State Aid Funding		\$557,291		\$410,130
181st Ave Reconstruction			\$400,000	\$10,130
2017 Ending Balance				\$10,130
2018 Beginning Balance	\$10,130			\$10,130
Municipal State Aid Funding		\$557,291		\$567,421
University Ave Reconstruction			\$450,000	\$117,421
2018 Ending Balance				\$117,421
2019 Beginning Balance	\$117,421			\$117,421
Municipal State Aid Funding		\$557,291		\$674,712
Projects TBD			\$0	\$674,712
2019 Ending Balance	\$674,712			
TOTAL MUNICIPAL STATE AID FUND SOURCES & USES		\$2,786,455	\$2,400,000	

Note: MSA Funding can be "Advanced Funded" to met certain requirements. The City can advance fund up to 4 times the construction allotment or \$3,000,000 whichever is less

A negative balance is not an indication of too many projects. It simply means the City has anticipated numerous projects and can fund this within the regulations identified by MnDOT.

**Street Capital Projects
2015-2019
Funding Analysis**

STREET CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2015 Beginning Balance	\$741,186			
Transfer from General Fund		\$425,000		\$1,166,186
225th Ave-Sealcoat			\$23,000	\$1,143,186
222nd Ave-Sealcoat			\$7,000	\$1,136,186
226th LN-Sealcoat			\$20,000	\$1,116,186
London St- Sealcoat			\$25,000	\$1,077,686
221st Ave-Sealcoat			\$35,000	\$1,042,686
Wake St- Sealcoat			\$15,000	\$1,027,686
Waconia Circle and Staples St-Sealcoat			\$110,000	\$917,686
Isanti St-Overlay			\$56,400	\$861,286
Rochester St-Overlay			\$140,000	\$721,286
7th St Overlay			\$140,000	\$581,286
Leyte St-Overlay			\$85,000	\$496,286
2015 Ending Balance				\$496,286
2016 Beginning Balance	\$496,286			
Transfer from General Fund		\$425,000		\$921,286
Rendova St- Overlay			\$140,000	\$781,286
Okinawa and Tippecanoe-Overlay			\$225,000	\$556,286
209th, Austin, and 204th-Overlay			\$505,900	\$50,386
2016 Ending Balance				\$50,386
2017 Beginning Balance	\$50,386			
Transfer from General Fund		\$425,000		\$475,386
Sunny View Addition- Sealcoat			\$53,000	\$422,386
DeGardners Addition- Sealcoat			\$75,500	\$346,886
2017 Ending Balance				\$346,886
2018 Beginning Balance	\$346,886			
Transfer from General Fund		\$425,000		\$771,886
Hidden Haven West-sealcoat			\$180,000	\$591,886
Hidden Haven East-sealcoat			\$70,000	\$521,886
Cedar Brook Addition-sealcoat			\$90,000	\$431,886
2018 Ending Balance				\$431,886
2019 Beginning Balance	\$431,886			
Transfer from General Fund		\$425,000		\$856,886
Projects TBD			\$0	\$856,886
2019 Ending Balance				\$856,886
Total Street Capital Fund Sources and Uses		\$2,125,000	\$2,009,300	



City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 9.0 F.1

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:_____



IN 2014:

On Average...

...Every **17.56 Hours** East Bethel Fire Department responded to a call for a year total of 499 calls



...Every hour is equal to \$ **126.25** in fire loss for a total of building and contents of \$ 1,105,926.00

...Every **8.09** Households needed emergency services from the East Bethel Fire Department.



...One out of every **24.64** residents or visitors of East Bethel needed emergency assistance from the East Bethel Fire Department



...Every **8.3 days** there was a vehicle crash the East Bethel Fire Department responded

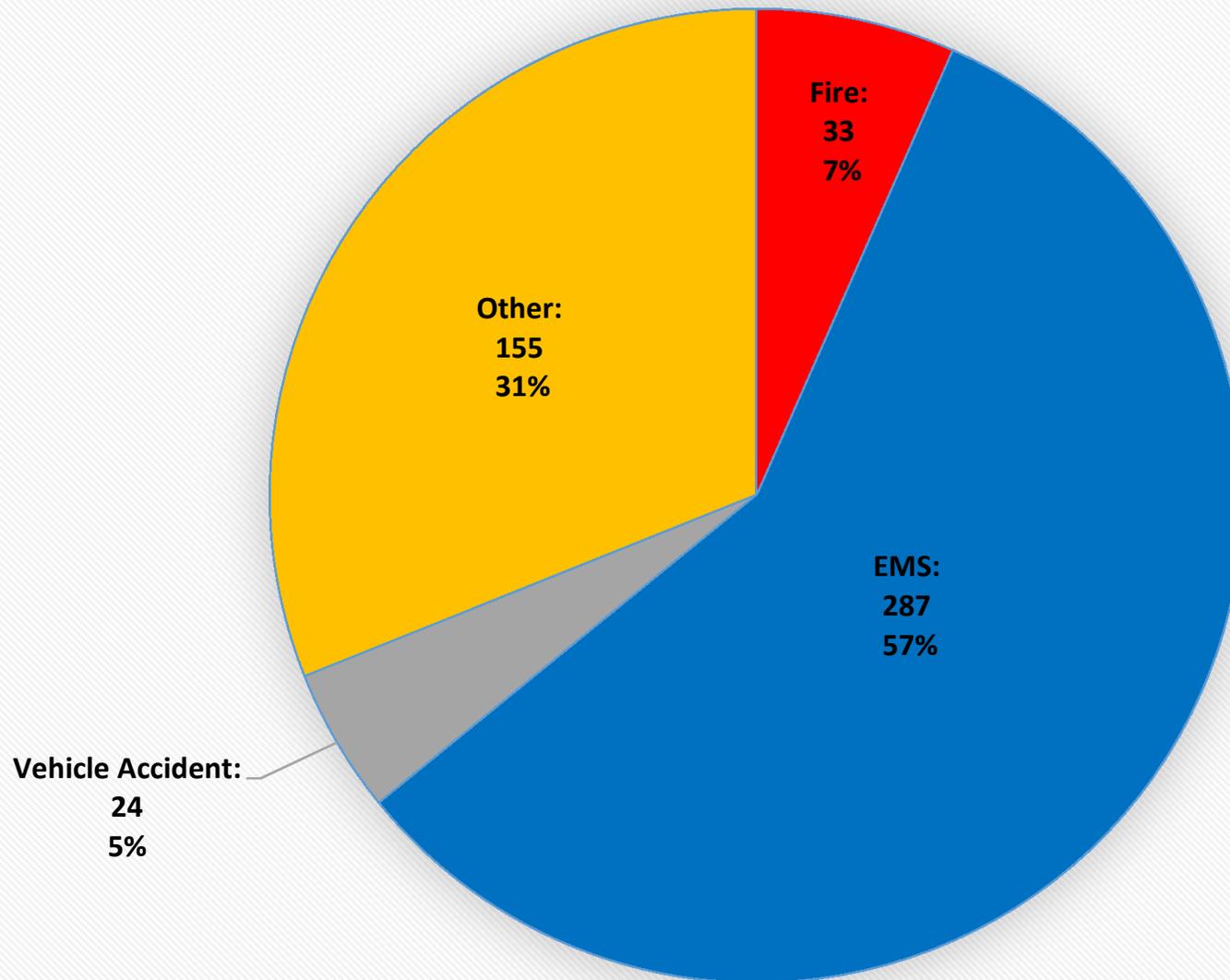
...Every **26.31** hours an East Bethel Citizen or Visitor went the hospital, via Ambulance, with the assistance of the East Bethel Fire Department



**East Bethel Fire Department
December 2014 Response Calls**

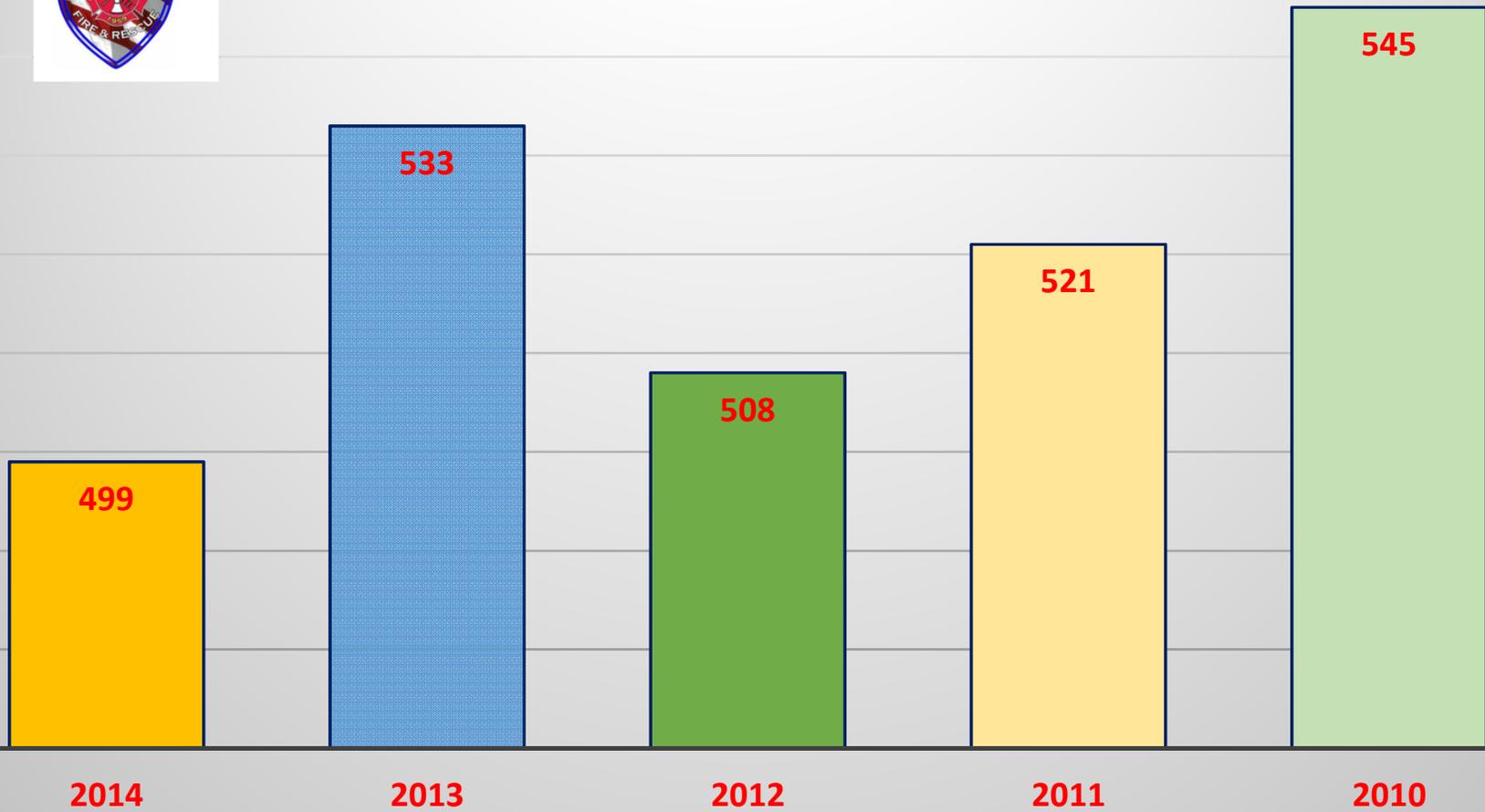
Incident Number	Incident Date	Alarm Time	Location	Incident Type
498	12/28/2014	12:20	1836 209 CT NE	EMS call
497	12/27/2014	18:36	20512 University AVE	EMS call
496	12/26/2014	21:42	23214 Baltimore ST NE	EMS call
495	12/26/2014	19:32	2820 Klondike DR NE	EMS call
494	12/26/2014	14:56	2820 Klondike DR NE	EMS call
492	12/26/2014	12:06	23642 Isanti ST NE	EMS call
493	12/26/2014	01:50	23642 Isanti ST NE	EMS call
491	12/25/2014	20:45	19444 5TH ST NE	EMS call
490	12/25/2014	14:41	4647 229th AVE NE	EMS call
489	12/24/2014	18:08	18164 Highway 65 NE	EMS call
488	12/23/2014	19:08	19410 Leyte ST NE	EMS call
487	12/23/2014	16:54	19001 Jackson ST NE	Smell of Smoke
486	12/23/2014	15:00	19015 Channel LN NE	EMS call
485	12/21/2014	15:49	18164 Hwy 65	EMS call
483	12/21/2014	12:34	312 Laurel RD	EMS call
482	12/21/2014	05:23	305 215 LN	Building fire - Rekindle
484	12/21/2014	03:08	1555 Viking BLVD NE	Vehicle Fire – Fire Out
481	12/21/2014	22:57	305 215 LN	Building fire
480	12/20/2014	08:32	339 Cedar RD NE	EMS call
479	12/18/2014	00:18	20135 Marmon ST NE	EMS call
478	12/16/2014	20:44	22225 Washington ST NE	EMS call
477	12/16/2014	16:46	18164 Highway 65	EMS call
476	12/13/2014	11:54	18164 Hwy 65	EMS call
475	12/12/2014	17:45	181st ST NE	Vehicle accident with injuries
474	12/12/2014	09:36	1161 229 AVE NE	EMS call
473	12/11/2014	08:29	4647 229th	EMS call
472	12/10/2014	10:34	22734 Jewel ST NE	EMS call
471	12/09/2014	07:40	727 229 LN NE	EMS call
470	12/09/2014	00:03	1120 231 LN NE	EMS call
469	12/08/2014	18:15	181st & Hwy 65	Vehicle accident with injuries
468	12/08/2014	05:20	4440 235 LN NE	EMS call
466	12/07/2014	23:57	65 HWY NE & 237 th	EMS call
467	12/07/2014	14:13	18254 Greenbrook DR	EMS call
465	12/06/2014	22:03	18414 Everglade DR NE	EMS call
459	12/06/2014	00:09	1150 226 AVE NE	EMS call
464	12/05/2014	05:30	23116 Sunset RD	EMS call
463	12/05/2014	04:47	412 Dahlia DR NE	EMS call
462	12/03/2014	20:19	18540 Everglade DR	Smell of Natural Gas
461	12/03/2014	14:06	20037 Jefferson ST NE	Fire Alarm
460	12/03/2014	12:54	23340 Isetta ST NE	EMS call
459	12/03/2014	11:18	1152 Klondike DR NE	Lift Assist
Total				41

2014 Type of Calls





Five Year Call Summary





City of East Bethel City Council Agenda Information

Date:

January 21, 2015

Agenda Item Number:

Item 9.0 G.1

Agenda Item:

Town Hall Meeting

Requested Action:

Consider approval of a date for the Spring Town Hall Meeting

Background Information:

The Spring Town Hall Meeting has been held since 2005. The meeting is generally held in April and is designed to be scheduled on a date that doesn't conflict with any other municipal or school district meetings. Staff has reviewed and found there to be no conflicts with the evening meeting schedules for ISD #15 and ISD #831 in April.

With the exception of April 1 (City Council), April 8th (Parks Commission), April 14th (Roads Commission), April 15th (City Council), April 16th (Booster Day Committee), April 20th (EDA), April 22nd (City Council Work Meeting) and April 28th (Planning Commission), the remainder of the calendar for April is open.

In the past the Question and Answer/Public Forum presentation in Council Chambers has focused primarily by citizen questions for City Council. While the number of participants for this part of the program has declined since 2010, it still presents a valuable opportunity for residents to express concerns and present questions to City Council. As part of the program, it is also recommended that City Council Members present information relative to their Committee/Commission Liaison assignments.

We need to set the date for this meeting so we can place the notice in our Spring Newsletter. The newsletter will be sent to the printer on or before February 20, 2015 and be distributed to City residents by the first week of March.

From a scheduling standpoint, Tuesday April 21st or Thursday, April 23rd would be the preferable date with Tuesday, April 7th or Thursday, April 9th as alternate considerations.

Fiscal Impact:

Recommendation(s):

Staff is requesting that City Council set a date in April for the Spring Town Hall Meeting.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____