



**City of East Bethel
Road Commission Agenda**

6:30 PM
Date: September 8, 2015
Location: City Hall
Room: City Council Chambers

	Item	
6:30 PM	1.0	Call to Order
6:31 PM	2.0	Adopt Agenda
6:32 PM	3.0	Approve Minutes – July 14, 2015
6:40PM	4.0	Road Financial Information
6:40 PM	5.0	Presentation on Tire Derived Aggregate
7:00 PM	6.0	Heart Safe Program
8:00PM	7.0	Council Report and Other Business
8:15PM	8.0	Adjourn

The bid opening for the decommissioning of the waste water treatment plant will be on July 24th. Mr Thornton asked if there is a plan for the property once the decommissioning has been completed. At this time there is no plan but it could be sold or developed.

Mr Ronning reported that there are several businesses interested in connecting to the sewer district. He stated there has also been discussion regarding the size of the line. The City would have to cover the cost of an upgrade.

Roads Tour

The Road Commission scheduled a tour of current and potential road projects in the City of East Bethel for the July meeting. The tour visited the following streets and projects:

1. Whispering Aspen Development (2014 overlay and partial reconstruction)
2. University Ave (future MSA project)
3. Davenport (future MSA project)
4. Phase I Service Road possible locations (2016 MSA project)
5. 181st Ave (future MSA project)
6. Klondike Drive
7. 2015 Chip Seal Project locations

Adjourn

Ms Pierson-Kolodzienski motioned for adjournment. Mr Murphy seconded; all in favor, motion carried. Meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Susan Lori Irons
Recording Secretary

Attachments:

- 4.1) Fiscal Year-to-date Financial Reports

**City of East Bethel
Balance Sheet
Fiscal Year 2015
8/31/15**

Fund Name	Street Construction - State Aid (402)	Street Capital Projects (406)
G xxx-10100 Cash	1,105,197.06	1,016,250.96
G xxx-10200 Petty Cash		
G xxx-10700 Taxes Receivable-Delinquent		
G xxx-12200 Special Assess Rec - Delinquent		
G xxx-12300 Special Assess Rec-Deferred		
G xxx-13100 Due from Other Funds		
G xxx-13300 Due from Other Entities (Loan Payable)		
G xxx-16100 Land		
G xxx-16200 Building		
G xxx-16210 Depreciation		
G xxx-16300 Improvements		
G xxx-16310 Depreciation		
G xxx-16400 Machinery		
G xxx-16410 Depreciation		
Total Assets	1,105,197.06	1,016,250.96
G xxx-20400 Sales Tax Payable		
G xxx-20600 Contract Retainage		9,426.00
G xxx-20700 Due to other funds		
G xxx-20810 State Surcharges		
G xxx-21706 Health Insurance		
G xxx-21707 Dental Insurance		
G xxx-21708 Life Insurance PERA		
G xxx-21710 Medical Cafeteria Exp		
G xxx-21711 Dependent Care Cafe Exp		
G xxx-21712 Medical Cafe Reimb CY		
G xxx-21714 Dependant Care		
G xxx-21718 Disability/Life		
G xxx-21719 Union Dues		
G xxx-21721 COBRA		
G xxx-21722 COBRA		
G xxx-22200 Deferred Revenues		
G xxx-22500 Bonds Payable Current		
G xxx-23110 Bonds Payable Non Current		
G xxx-21500 Accrued Interest Payable		
G xxx-23200 Bond Premium		
G xxx-23900 Compensated Absences Payable		
G xxx-24500 Escrow		
Total Liabilities	-	9,426.00
Fund Balance		
G xxx-25300 Unreserved Fund Balance at 12/31/14	3,973.83	786,852.28
Excess of Revenues over Expenses (1/1/15 to 8/31/15)	1,101,223.23	219,972.68
Total Fund Balance	1,105,197.06	1,006,824.96
Total Liabilities and Fund Balance	1,105,197.06	1,016,250.96

City of East Bethel
Revenue / Expense Statement
Fiscal Year 2015
1/1/15 to 8/31/15

Account Description	1/1/15 to 8/31/15 Actual	FY 2015 Budget	YTD as a % of Budget
Street Project State Aid			
E 402-40200-302 Architect/Engineering Fees	44,700.84		N/A
E 402-40200-307 Professional Services Fees	100.00		
E 402-43124-342 Legal Notices	99.98		N/A
E 402-40200-404 Street Maint Services	-		N/A
E 402-40200-510 Land	21,500.00		
	66,400.82	-	N/A
Street Project Non-State Aid			
E 406-40600-224 Street Maint Materials	4,441.20		
E 406-40600-302 Architect/Engineering Fees	166.90		N/A
E 406-40600-307 Professional Services Fees	53,196.40		N/A
E 406-40600-342 Legal Notices	199.01		N/A
E 406-40600-404 Street Maint Services	148,290.24		N/A
E 406-40600-530 Improvements Other Than Bldgs	-		N/A
	206,293.75	-	N/A

City of East Bethel
Revenue / Expense Statement
Fiscal Year 2015
1/1/15 to 8/31/15

Account Description	1/1/15 to 8/31/15 Actual	FY 2015 Budget	YTD as a % of Budget
Public Works - Streets			
E 101-43220-101 Full-Time Employees Regular	170,783.40	270,600.00	63%
E 101-43220-102 Full-Time Employees Overtime	2,081.43	10,200.00	20%
E 101-43220-103 Part-Time Employees	3,230.00	6,000.00	54%
E 101-43220-105 Employee On Call/Standby Pay	5,596.91	3,100.00	181%
E 101-43220-107 Commissions and Boards	-	1,700.00	0%
E 101-43220-122 PERA-Coordinated Plan	13,384.62	20,300.00	66%
E 101-43220-125 FICA/Medicare	14,911.31	26,500.00	56%
E 101-43220-126 Deferred Compensation	5,078.61	7,500.00	68%
E 101-43220-131 Cafeteria Contribution	33,012.00	49,500.00	67%
E 101-43220-151 Worker s Comp Insurance Prem	19,830.42	24,500.00	81%
E 101-43220-201 Office Supplies	97.87	100.00	98%
E 101-43220-211 Cleaning Supplies	795.35	400.00	199%
E 101-43220-212 Motor Fuels	13,055.03	36,000.00	36%
E 101-43220-213 Lubricants and Additives	2,844.25	3,200.00	89%
E 101-43220-214 Clothing & Personal Equipment	900.07	3,000.00	30%
E 101-43220-215 Shop Supplies	944.52	1,500.00	63%
E 101-43220-216 Chemicals and Chem Products	-	200.00	0%
E 101-43220-217 Safety Supplies	1,499.42	1,800.00	83%
E 101-43220-218 Welding Supplies	449.42	1,200.00	37%
E 101-43220-219 General Operating Supplies	244.36	500.00	49%
E 101-43220-221 Motor Vehicles Parts	1,775.40	7,200.00	25%
E 101-43220-222 Tires	4,086.22	4,500.00	91%
E 101-43220-223 Bldg/Facility Repair Supplies	602.88	500.00	121%
E 101-43220-224 Street Maint Materials	25,281.77	73,500.00	34%
E 101-43220-226 Sign/Striping Repair Materials	3,083.10	7,000.00	44%
E 101-43220-229 Equipment Parts	6,791.63	9,600.00	71%
E 101-43220-230 Snowplow Cutting Edges	577.19	10,000.00	6%
E 101-43220-231 Small Tools and Minor Equip	5,326.07	2,600.00	205%
E 101-43220-306 Personnel/Labor Relations	253.75	400.00	63%
E 101-43220-307 Professional Services Fees	226.00	600.00	38%
E 101-43220-321 Telephone	1,683.91	2,900.00	58%
E 101-43220-341 Personnel Advertising	64.50	100.00	65%
E 101-43220-342 Legal Notices	-	100.00	0%
E 101-43220-381 Electric Utilities	8,935.58	20,000.00	45%
E 101-43220-382 Gas Utilities	3,356.21	7,000.00	48%
E 101-43220-385 Refuse Removal	675.68	3,200.00	21%
E 101-43220-388 Hazardous Waste Disposal	-	500.00	0%
E 101-43220-401 Motor Vehicle Services (Lic d)	19,625.15	8,200.00	239%
E 101-43220-402 Repairs/Maint Machinery/Equip	3,984.53	6,400.00	62%
E 101-43220-403 Bldgs/Facilities Repair/Maint	1,630.05	4,000.00	41%
E 101-43220-404 Street Maint Services	38,411.17	52,000.00	74%
E 101-43220-415 Other Equipment Rentals	600.00	-	N/A
E 101-43220-422 Auto/Misc Licensing Fees/Taxes	116.55	100.00	117%
E 101-43220-431 Equipment Replacement Chgs	125,000.00	125,000.00	100%
E 101-43220-433 Dues and Subscriptions	-	100.00	0%
E 101-43220-434 Conferences/Meetings	275.00	-	N/A
	541,101.33	813,300.00	67%



City of East Bethel Road Commission Agenda Information

Date:

September 8, 2015

Agenda Item Number:

Item 5.0

Agenda Item:

Presentation on Tire Derived Aggregate

Requested Action:

Informational item for possible future road projects

Background:

Lex Reinke from First State Tire in Isanti will be present to give a presentation on tire derived aggregate and how it is used in road construction. Lex will also provide examples and locations of where it has been used.

The information may be helpful for future road projects in areas with poor soils.

Attachments:

Fiscal Impact: None at this time

Recommendation(s): Informational

Road Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel Road Commission Agenda Information

Date:

September 8, 2015

Agenda Item Number:

Item 6.0

Agenda Item:

Heart Safe Program

Requested Action:

Presentation and Training on the East Bethel Heart Safe Program

Background:

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

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

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

The City of East Bethel plans to promote a HEARTSafe Community by the following activities:

- Public Education and Awareness
- AED implementation

Public Education will be focused on the following topics:

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

AED Implementation will consist of the following:

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

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

Sudden Cardiac Arrest

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

Troy Lachinski of the East Bethel Fire Department will attend the meeting and provide a presentation and training to anyone interested in learning basic CPR and AED use.

Attachments:

Fiscal Impact: None at this time

Recommendation(s): Informational

Road Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel Road Commission Agenda Information

Date:

September 8, 2015

Agenda Item Number:

Item 7.0

Agenda Item:

Council Report and Other Business

Requested Action:

Informational Item

Background:

Staff and the Roads Commission will discuss current issues facing the City Council with the City Council liaison, Tom Ronning.

Attachments:

Fiscal Impact:

Recommendation(s):

Road Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____