

EAST BETHEL CITY COUNCIL MEETING

JULY 20, 2016

The East Bethel City Council met on July 20, 2016, at 7:00 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
Mark DuCharme, Fire Chief

1.0 The July 20, 2016, City Council meeting was called to order by Mayor Voss at 7:00 p.m.

Call to Order

2.0 The Pledge of Allegiance was recited.

Pledge of Allegiance

3.0 **Harrington stated I'll make a motion to adopt tonight's agenda. Koller stated I'll second.** Voss asked any discussion? All in favor? **All in favor.** Voss asked opposed? Hearing none, that motion passes. **Motion passes unanimously.**

Agenda

4.0 Sergeant Lindberg stated Commander Shelly Orlando is in her first week of the FBI National Academy so he will present the June 2016, Sheriff's Report. In June, the Sheriff's Department responded to 458 calls for service in East Bethel, 2,248 calls for service year-to-date. He reported on the 2 burglaries, 8 thefts, 4 damage to property, 3 DWIs, and 41 Community Officer service calls.

4.0A.1 **Sheriff's Department Monthly Review**

Lindberg thanked the community for its overwhelming support during these trying times. Those present responded with a round of applause in recognition of the professional service provided by the Anoka County Sheriff's Department.

4.0A.2 Fire Chief DuCharme stated in June, the Fire Department responded to 59 calls for service, 36 being medical calls. The calls also involved damage from the June 27th storm. He stated there was an increase in motorcycle and motor vehicle accidents, which he attributes to being a summer month. DuCharme stated most of the medical calls were related to health complications and 30 were transported to the hospital. DuCharme stated six business inspections were completed and they have found the owners to be cooperative.

4.0A.2.a Davis stated the preliminary 2017 budget is projected to increase from \$586,300 in 2016 to \$633,500 for 2017. This is an increase of \$47,200 or 8.1%. As discussed previously, the Central Services budget category was eliminated and those costs were allocated to the respective department to which the charges were incurred. This accounting change added \$22,200 to the Fire Department budget. Without this addition, the Fire Department budget increase would have been \$25,000 or 4.3% over the 2016 budget. Davis requested Council direction as to the 2017 Fire Department budget in preparation of the City's 2017 preliminary budget.

4.0A.2.a DuCharme stated the 2017 budget increase is due to the information system and accounting change in Central Services. Also included is the State contribution for fire relief pensions from \$43,500 in 2016 to \$57,000 in 2017. He explained this is money received from the

State and then transferred to the Relief Association. The other numbers are comparable to real costs. DuCharme stated the current copier was donated many years ago so they are planning to get a new photocopier, which is heavily used during training. The new copier will be leased and able to scan and e-mail documents.

Mundle stated the \$25,000 increase over last year's budget is due, in part, to the new data system. DuCharme stated that is correct as well as the 2% pension (State fire aid funds) that is passed through to the Fire Relief Association.

Ronning asked for an explanation for the public of the data safety system. DuCharme stated it is the new county-wide record management system that all public safety (police and fire) is using. It cost \$8 million and East Bethel pays its share based on a formula that considers population, number of calls, and tax capacity. In addition to records management, it also handles dispatch. East Bethel's cost share is \$4,000 per year at this time. DuCharme explained that once this system is 100% operational, there would still be maintenance and service costs.

Harrington stated at the last Joint Powers Agreement, they said that the price will increase next year for the servers. DuCharme stated that is correct so he included a 3% cost in the 2017 budget for the Fire Department to assure it was a realistic number.

Ronning stated it is interesting to understand how the money is used, noting every penny is accounted for. DuCharme agreed and stated even their training budget was increased by \$1,000. Currently, the Fire Department spends about \$20,000 a year in training, some of which, about \$8,085, is reimbursed from the State of Minnesota Fire Training Board that is funded from a tax placed on insurance.

Davis stated this is an informational item since it was not reviewed at the last Work Meeting so a City Council motion is not needed. He stated at the next meeting, the Public Works budget will be presented.

**5.0
Public
Forum**

No one signed to speak at the Public Forum.

**6.0
Consent
Agenda**

- Item A Approve Bills
- Item B July 6, 2016 City Council Work Meeting Minutes
- Item C July 6, 2016 City Council Meeting Minutes
- Item D Consider approval of the following IUP renewals:

1. Patrick and Alitsa Schroeder – Private Kennel for 6 dogs at 2630 196th Ave NE, East Bethel, MN 55011.
2. Terry Hartin - Home occupation that will allow handgun safety and permit to carry classes, and a Class 1 Federal Firearms License to be conducted from the property at 2110 Deerwood Lane NE, East Bethel, Minnesota 55092.
3. Stacie and Adam Arneson – To operate a home-based hair salon business at 929 197th Ave. NE, East Bethel, Minnesota 55011.
4. Adam and Stacie Arneson - Home occupation of an excavation business called Arne's Excavating Inc. at 929 197th Avenue NE, East Bethel, Minnesota 55011.

5. Thomas VanElsberg - Home occupation to allow for the buying and trading of firearms at 4991 201st Ave. NE, East Bethel, Minnesota 55092.
6. Michelle Hess - Home occupation of a home-based hair salon located at 2740 Viking Blvd NE, East Bethel, Minnesota 55092.
7. Michael and Catherine Beason - To continue operation of a craft center known as The Pines at the above referenced parcel located within the City of East Bethel.

Ronning stated move to approve the Consent Agenda as printed. Harrington stated I'll second. Voss asked any discussion? All in favor? All in favor. Voss asked opposed? Hearing none, that motion passes. Motion passes unanimously.

**7.0
New Business**

Commission, Association and Task Force Reports

7.0A
Planning
Commission

None.

7.0B
Economic
Development
Authority

None.

7.0C
Park
Commission

None.

7.0D
Road
Commission
7.0D.1
Request for
Street
Vacation
Birch Road
And
Longfellow
Drive

Davis presented the staff report and inquiry of Patrick and Kathryn Johnson, 447 Cedar Road, about vacating the City right-of-way along the south side of their property (Longfellow Drive) and the road right-of-way that bisects their property on the west (Birch Road). The Roads Commission considered this matter at its October 12, 2012, meeting and recommended that the right-of-way not be vacated due to potential need of these rights of way by the City in the future. The Johnson's did not respond to the Roads Commission's final recommendation and this item was not presented to City Council at that time.

In November 2015 Steve Thorson, an attorney with Barney, Guzy & Steffen, Ltd. representing the Johnsons, communicated with City Attorney Vierling to explore interest of the City to sell portions of the platted but unconstructed segments of Birch Road and Longfellow Drive to accommodate the Johnson's desire to construct an accessory building. Mr. Thorson and the Johnsons are of the opinion that their property does not meet standards for a buildable area and that adjoining and unused City rights-of-way could provide land to accommodate this request. The Johnsons current lot size would permit an accessory building of up to 580 square feet. Combination of their four lots, along with segment of Birch Road that bisects their property, would permit an accessory building size of up to 960 square feet.

Mr. Thorson submitted a letter to the City on June 6, 2016, requesting that Council consider vacating and selling those portions of Birch Road and Longfellow Drive as indicated in Attachment 1 for the purpose of providing the Johnsons a site to construct an accessory building. Based on his research, Mr. Thorson is of the opinion that the intent of plats

7.0D.1

recorded in 1925 provided conveyance of title and thus can be sold upon the vacation of the street.

Davis presented the City Attorney's opinion related to the sale of City right-of-way as detailed in the staff report. Davis stated the Roads Commission, on July 12, 2016, discussed this item and approved a recommendation for City Council, pending a title opinion that these lands can be sold subject to five conditions as detailed in the staff report. He stated after further investigation, staff offers the following additional information relating to the consideration of the vacation/sale of Longfellow Drive:

- As the property adjoining and to the south of Longfellow Drive is owned by the City, any future needs for streets, drainage structures or appurtenances could be accommodated on this site. Verification of City ownership needs to be provided as a condition of any sale.
- Construction of Longfellow Drive between Cedar and Birch would improve access for only one buildable lot and from a development stimulus standpoint, this extension would have little value. The same is true if the segment of Longfellow were extended from Birch Road to Lakeshore Drive. It is the opinion of Staff that development/construction of the segment of Longfellow Drive between Cedar and Lakeshore Drive would provide no real benefit to the City.
- The City Fire Chief has stated that extension of Longfellow Drive to connect with Birch Road would have marginal benefit for access of fire and emergency service vehicles on Birch Road.
- Vacating these streets would not by itself establish a precedence or set a policy of divestiture of City property. There have been five vacations of City Streets from the Coon Lake Beach Plat. Other examples of City Street relinquishments of platted but undeveloped streets were on portions of East Front Boulevard and on East Bethel Boulevard between 229th Ave. and Fawn Lake Drive.
- The plat dedication language of these streets may enable them to be sold and could be generate significant revenue for the City if the appraisal of these rights-of-way can be based on sales of comparable residential values.

From a staff perspective, if the Johnsons can demonstrate that the rights-of-way requested for vacation/sale on Longfellow Drive have no wetlands issues that would preclude the building of an accessory building, no soil conditions that would prohibit the same and provide flood data information that demonstrates that the finished slab grade of an accessory building is one foot above the 100-year flood, then staff would recommend that Council consider the abandonment/sale of this right-of-way.

Staff proposes that the Johnsons validate that the right-of-way for Longfellow Drive requested for vacation could provide an approvable buildable area for an accessory building. Staff recommends that this information be presented to the Council at a subsequent meeting in order that deliberations can commence relating to the request for the vacation/sale of Longfellow Drive.

Staff's recommendation for the vacation request for Longfellow Drive is predicated on the finalization of an agreement as to the means and method of appraisal, the dedication of any required utility and/or drainage easements both permanent and temporary, the requirement of the combination of lots, consent from the City Attorney that the streets in questions can

be sold, agreement from the Johnsons to pay all legal costs for title work and costs for wetland delineations, and agreement that no portion of Lakeshore Drive is included in the request for vacation. Staff proposes that the Johnsons validate that the right-of-way for Longfellow Drive requested for vacation could provide an approved building area for an accessory building. Davis stated staff recommends that this recommendation be presented to the Council at a subsequent meeting in order that deliberations can commence relating to the request for the vacation and sale of Longfellow Drive.

It was noted the Roads Commission's recommendation to the City Council to consider approval of the vacation/sale of the easement/right-of-way to Patrick and Kathryn Johnson identified as the unconstructed portion of Birch Street south of Lincoln Drive abutting those properties identified as PIN #s 36-33-23-23-0143, 36-33-23-23-0127 and 36-33-23-23-0128 be amended and subject to the eight conditions as detailed in the staff report.

Voss noted several references to the legal option and asked if there is additional comment. Vierling stated the property owner's attorney feels the original plat doesn't have the traditional dedication language that has been seen statutorily in other plats. So, there is some follow up work he will need to review in order to determine what rights really are or are not there. Hence the recommendation from the Roads Commission. He advised that normally in a plat dedicating right-of-way, the City does not have the right to sell it. The City could vacate the right-of-way and it would go back half/half to adjoining property owners. But if the City owns it under this plat's dedication, then the City has the right to sell it outright.

Voss stated if the City has the right to sell and decides to do so, he would ask if this is something that can be sole sourced or does it involve a public bid. Vierling advised the City is not required to auction or competitively sell it. The City is allowed to do a private sale as if it were any other excess City real estate. It would be unrestricted by Statute if that is the case and the City has the right to conduct a private sale as long as it is done for fair market value.

Mundle stated the Roads Commission's recommendation is just the section of Birch Street and none of Longfellow Drive. Davis stated that is correct. Mundle asked whether staff's additional recommendations would include Longfellow Drive. Davis explained staff concurs with the Roads Commission on Birch Street but thinks there are other issues where additional information needs to be provided. The first would be delineation of wetlands as the current maps are inconsistent. Staff would not recommend vacating Longfellow Drive if there is not a buildable area for an accessory building. In addition, it has to be determined whether this area is out of the floodplain and there are no water table issues that may preclude a building. He referenced the 2004 wetland delineation conducted by a surveyor and stated he would not support vacating the street if there are no buildable areas. If there are buildable areas, they he would have no problem recommendation vacation as this is a unique situation and other Coon Lake Beach area streets have been vacated on the old plat. Davis stated another issue is that this street, even though platted, has no value to the City as it does not open access to additional property. In addition, the Fire Chief has indicated that he can't foresee it providing any real benefit for emergency vehicles.

Mundle asked if there is no other foreseeable use for this property to access Coon Lake, future raingarden activities, buildings, or environmental things it could be used for. Davis stated according to the 20004 wetlands delineation, everything in that area is wetlands. If the City wanted to use it for one of those uses, the City owns 15 acres to the south that would be just as easy to use. He noted a location to the south that could be considered for

Lake access, if desired.

Ronning stated it appears they are interested in acquiring the land for the purpose of having 0.5 acres for the 960 square foot accessory building and not for any other use. Davis stated that could be the only use, essentially, and if the other wetland delineation is correct, it would be very expensive to build on their property. In addition, if the wetlands are filled they would have to be replaced.

Voss asked why the Roads Commission did not recommend vacating Longfellow Drive. Davis stated they thought it might be needed for some future City needs but they did not have access to the information developed after their meeting.

Harrington stated the Roads Commission also did not want to set a precedence; however, it has already been set. Davis agreed and stated as far as a precedence goes, streets have previously been vacated in the Coon Lake Beach plat so this is not the first occurrence.

Steve Thorson, attorney with Barney, Guzy & Steffen, Ltd., stated the Roads Commission placed, in his opinion, undue reliance on their previous work in September and October of 2012 when they did not recognize these are fee title streets. He agreed with Vierling's earlier comments that if this was done under the modern platting Statute, from 1965 forward, these would be easements and not fee title strips of land. He stated the 1924 Statute presumed, unless otherwise stated in the dedication clause, that all streets were given in fee title from the surface to the center of the earth, for all the streets shown on the plat.

Thorson stated the Roads Commission did not have that information in 2012 and were going on their understanding of what happens when you vacate an easement right-of-way, not a fee title right-of-way. He stated for some reason, no matter how long it was discussed last week, the Roads Commission still made a motion to rely on not giving up a right-of-way as it may be needed at some point in the future.

Thorson stated the point on Longfellow Drive is that it will never be a street or put into use as a street right-of-way; however, it could be used for subterranean drainage and utility easements. At that meeting, they discussed the City reserving easements on Birch and Longfellow based on the recommendation of the engineer. He felt owing the fee title changed the analysis considerably for the City as the City is not just losing a surface right-of-way but stripping off the 'vener' of public street that shows in the plat and winding up with surplus land that can be sold.

Voss stated he is not sure the Roads Commission's comment on the potential for use in the future is really contingent up whether it is fee title or right-of-way because either way, it is City controlled property. He felt those two issues needed to be separated.

Thorson stated it is rare to get a staff report that is in such good shape and this is a good staff report before the Council. He stated the recommendation section pretty much agrees with everything they have asked for and the Johnsons are willing to provide all necessary data and title work. Thorson asked whether Vierling would like to see the Abstract. Vierling answered in the affirmative.

Longfellow Drive. Thorson stated that is a very rough sketch. Davis presented the wetlands delineation map and described where the wetland is located. He stated if there are no suitable building areas on the Longfellow Drive right-of-way, he would recommend to not vacate it.

Davis displayed an illustration depicting the request for the vacation and sale of Longfellow Drive, noting it extends to the shoreline. However, there is a section of Lakeshore Drive occupying a triangle of land that is not included in staff's recommendation for vacation. Voss asked whether that triangle area is under water. Davis described one area that is under water and another that remains above the level of the lake. He stated if the City wants to install a trail in this area, he would recommend an alignment that does not cross a resident's yard or go between them and the lake.

Kathryn Johnson, 447 Cedar Road, applicant, stated they were originally under the impression that they had to have the building behind the back wall of the house but now understand if they do a different type of construction, they can move it forward. That is why the 'box' diagram is so far back on the drawing. Thorson agreed it will depend on the type of construction so if the only site available is south of the house, it will be a frame construction.

Thorson stated the pad for the accessory structure can be engineered as long as they are not starting in wetland. Davis answered that is correct and they can use fill to elevate it above water table issues, just as long as it is not identified as a wetlands area.

Davis stated staff recommends accepting the Roads Commission recommendation and ask the Johnsons to provide the additional information to identify that there is a buildable site within Longfellow and bring that back for Council consideration whether or not to proceed with the vacation. Also, the legal questions need to be satisfied between Vierling and Thorson.

Davis stated the vacation of Birch Street, as recommended by the Roads Commission, would separate their lots and to the City's advantage from a tax benefit to have this combined into one lot. Currently, the three lots that are separate from their building site are taxed as unbuildable lots so the tax generated is very small. By combining those with Birch Street, it would be of value to the City and Johnsons as it would be under one PIN.

Ronning stated I move to accept the Roads Commission's recommendation to consider approval of the vacation/sale of the easement right-of-way to Patrick and Kathryn Johnson identified as the unconstructed portion of Birch Street south of Lincoln Drive abutting those properties identified as PIN #s 36-33-23-23-0143, 36-33-23-23-0127 and 36-33-23-23-0128, be amended and subject to the following conditions:

- 1. An opinion from the City Attorney that the right-of-way can be sold;**
- 2. The owners of 447 Cedar Road will be responsible for title searches and all legal costs to determine the means and process by which the easement/right of way can be disposed;**
- 3. The City will retain a permanent utility easement on that portion of Birch Street that is proposed for sale/vacation of a width as recommended by the City Engineer;**
- 4. Should the utility easement be required for City use, the current or future**

owners of 447 Cedar Road will provide the City with any necessary temporary construction easements as needed outside the area of the permanent easement;

- 5. The current owners of 447 Cedar Road will combine all the adjoining lots in their name and that portion of Birch Street into one lot;**
- 6. The City will postpone consideration of that unconstructed portion of Longfellow Drive requested by the Johnsons to be vacated/sold until such time that the Johnsons can provide information that confirms that there are no wetlands, floodplain or soils conditions that would prohibit the construction of an accessory building within this right-of-way;**
- 7. An agreement between the City and the Johnsons as to the method and means of the appraisal of the right of way proposed to be sold; and,**
- 8. No portion or vacation of Lakeshore Drive will be considered in this request.**

Koller stated I'll second. Voss asked discussion?

Voss asked whether the Council will have the legal answers by its next meeting. Thorson stated they may have legal answers if he can get the Abstract turned around quickly enough so Vierling has the needed time to examine it. But he would recommend leaving this unscheduled and coordinate with Davis as to when it is brought back before the Council.

Voss stated he does not support two separate actions because the City will not go through with Birch Road unless they know what's happening with Longfellow Drive. Davis confirmed that is correct. Voss asked any further discussion? Hearing none, all in favor? **All in favor.** Voss asked any opposed? That motion passes. **Motion passes unanimously.**

8.0
Department
Reports
8.0A
Community
Development
8.0A.1
IUP
Jill Hoffman

Davis presented the staff report and request of Jill Hoffman for an Interim Use Permit to operate a home occupation business for a catering company with a commercial kitchen in a Rural Residential Zone at 2736 225th Lane. He stated the Planning Commission, at its regular meeting on June 28, 2016, reviewed this request and voiced no concerns or objections.

Ms. Hoffman owns and operates Granny May's, a business that provides general catering and food truck meal delivery service. She would like to retrofit her home garage into a commercial kitchen and use as her business location for up to three years. Her long range plan is to rent/lease/own a commercial building where she can add a cafeteria style retail establishment to her business. They will not have any other employees working at the home occupation address. There will be no outside storage of equipment on the property and the food truck will be parked in the driveway next to their detached accessory building. The home occupation is not a retail location and there will no increase in traffic or parking generated by the business. Ms. Hoffman is working with a licensed septic designer to comply with commercial kitchen septic code requirements.

The Planning Commission and staff recommend that City Council consider the approval of an Interim Use Permit for of Jill Hoffman/dba Granny May's at 2736 225th Lane, PIN# 03-33-23-23-0031, for the operation of a home based catering and temporary commercial kitchen business subject to 11 conditions as detailed in the staff report.

8.0A.1

Mundle stated make a motion to approve an Interim Use Permit for Jill Hoffman/dba

Granny May's at 2736 225th Lane, PIN# 03-33-23-23-0031, for the operation of a home based catering and temporary commercial kitchen business subject to 11 conditions as set forth by the City. Harrington stated I'll second. Voss asked discussion? Hearing none, all in favor say aye? All in favor. Voss asked opposed? Hearing none, that motion passes. Motion passes unanimously.

8.0B Davis presented the staff report and two quotes received for the remaining demo items at the Castle Towers Wastewater Treatment Plant as follows:

8.0B.1 Professional Ground Maintenance, Inc.	\$19,650.00
Castle Towers Sauter & Sons, Inc.	\$21,500.00

WWTP

Demolition Staff is in the process of having a hazardous waste and asbestos evaluation completed on the buildings. This is required before the buildings are demolished. Staff is not expecting any hazardous waste or asbestos will be present onsite. However, if these material are found they will be removed prior to the building demolition under a separate contract. Staff recommends awarding the contract for the proposed Castle Towers Wastewater Treatment Plant Demolition Project to Professional Ground Maintenance, Inc. in the amount of \$19,650. This project will be financed by the excess bond funds from the Phase 1, Project 1 Utility Project.

Quotes

Koller stated I'll make a motion to award the contract for the proposed Castle Towers Wastewater Treatment Plant Demolition Project to Professional Ground Maintenance, Inc. in the amount of \$19,650. Harrington stated I'll second. Voss asked discussion? Hearing none, to the motion all in favor? Harrington, Koller, Ronning, and Voss-Aye; Mundle-Abstain. Voss asked any opposed? That motion passes. Motion passes 4-0-1 (Mundle).

8.0C None.
City Attorney

8.0D None.
Finance

8.0E None.
Public Works

8.0F None.
Fire Department

8.0G Davis reported he received an e-mail from Lisa Palm at 4:45 p.m. this afternoon requesting City Council table consideration of conditions for a private drive to her property as she may be exploring other options.

8.0G.1

License **Mundle stated make a motion to table this item until further notice. Harrington stated second. Voss asked discussion? Hearing none, all in favor say aye? All in favor. Voss asked opposed? That motion passes. Motion passes unanimously.**

Agreement for Entrance Drive - Ponds of Hidden Prairie

July 20, 2016
8.0G.2
July 27, 2016
Work
Meeting

Davis presented the schedule and format for the Work Meeting to interview four Comp Plan Consultants. Unless there are other preferences for the format of the interviews, staff proposes that each firm follow this proposed schedule:

- Firm Background and Qualifications – 5 minutes
- Comp Plan Proposal – 10 minutes
- Questions from Council – 25 Minutes

Davis stated staff has developed a set of 12 questions that Council may use for these interviews and encouraged the Council to add to the list, if desired. He recommended the Council to adopt a procedure for the questions session. One method that may expedite the process is to designate one member the task of presenting the basic questions from the list and then allow each Council member to pose a question of their choice to the interviewees. He asked how the Council wants to finalize the list of questions.

Voss stated having a set list is a good base to work from but he feels the Council needs the flexibility to ask any question of any applicant.

Davis stated important questions would be to ask what cities, similar to East Bethel, they have done this type of work in; how they approached the work; and, how they will meet the affordable housing Comp Plan requirement given the City's semi-rural and non-urban nature. Another question is their process for engaging citizens as the City wants as much public participation as possible. Davis stated they should also be asked how they look at East Bethel and let them know the City is a unique community with pressures to develop at higher densities and more intense land uses in the corridor and the City desires to keep the rural residential area that will be predominantly three-quarters of the City in its current state. Davis stated there is really a two-prong strategy for development. He agreed things will come up during their presentation that trigger questions but he would prefer having a list of base questions to make it easier for comparison and evaluation.

Mundle stated with question 1, he would like to add at the end: 'and were these plans followed and successful.' Voss suggested, given the schedule, that the list of 12 questions be reduced to 6 questions. Davis agreed the most important questions should be selected. Harrison supported asking question 8 as he wants as much citizen support as possible. Voss agreed that is key and supported also asking question 11 as the type of zoning is important. He suggested that Davis develop four basic questions with the rest of the questions being available at the Work Meeting in case Council wants to ask any during the interview process. Mundle asked if Council would like to follow up on the listed questions privately with Davis or e-mail him four or six questions they prefer. **Davis stated he will prepare a final list of questions based on Council's input.**

The Council agreed with the suggestion of Davis to invite the Planning Commission so they are able to hear the discussion and with the suggestion of Voss that the Council will not select the consultant that night but instead wait until the next Regular Meeting to allow time to review the presentations and research.

Koller felt question 6 is basically asking for a guess. Voss stated some of the questions are things that are developed during the Comp Plan update, such as looking look at projections. He felt it was key to consider how much research the firm does prior to the interview and how well they know East Bethel before they get started.

9.0 Other	None.
9.0A Staff Reports	
9.0B Council Report – Member Harrington Booster Days	Harrington thanked Denise Lachinski, the Fire Auxiliary, City staff, Public Works, the Fire Department, Lions, and Seniors for their outstanding work on Booster Days that made it a success. He stated he is looking forward to next year.
Council Member Ronning	None.
Council Member Koller	None.
Council Member Mundle	Mundle stated he mirrors Harrington's comments and thanked everyone involved, noting City staff went above and beyond to take on some measures and make Friday and Saturday great evenings. He stated he also looks forward to next year.
Booster Days Heat Index	Mundle stated with the heat wave expected, he wants to encouraged residents to check on elderly neighbors, especially if they don't have air conditioning.
Mayor Voss Booster Days	Voss agreed that Booster Days was a very nice event and stated he also attended the East Bethel Royalty Coronation. Davis stated the Royalty will visit the August 17 Council meeting.
9.0C Other	None.
9.0D Closed Session Minnesota Statutes 13D.05 sub. 3	Vierling stated thank you Mr. Mayor. For the benefit of the public, we'd note that at this time the Council's about to go into Closed Session authorized under Minnesota Statute 13D.05, sub. 3. It is in effect a continuation of the Council's annual performance review of the City Administrator to follow up on a few matters last attended to. The Closed Session will be tape recorded or digitally recorded as required by Statute. The Council will then be returning to Open Session to announce any actions taken during the Closed Session. With that being said, I recommend that a motion be made to go into Closed Session for the purposes indicated.
Move to Closed Session	Mundle stated make a motion to go into Closed Session at 8:14 p.m. for the purposes that City Attorney's indicated. Koller stated I'll second. Voss asked any discussion? All in favor say aye? All in favor. Voss asked any opposed? That motion passes. Motion passes unanimously.
Reconvene Open Session	Vierling stated thank you Mr. Mayor. For the benefit of the public and for the record, we note the Council's back into Open Session after having a Closed Session authorized under Minnesota Statute 13D.05, sub. 3, which was a continuation of the annual performance review of the City Administrator. The Council reviewed the follow up items requested from the previous Session. No motions were made. The commentary and follow up with regard to the performance review of the City Administrator was all positive. Thank you, no further questions.

10.0
Adjourn

Mundle stated make a motion to adjourn. Harrington stated second. Voss asked any discussion? All in favor? All in favor. Voss asked opposed? Meeting adjourned. Motion passes unanimously.

Meeting adjourned at 8:35 p.m.

Submitted by:

Carla Wirth

TimeSaver Off Site Secretarial, Inc.