

City of East Bethel
City Council Agenda

Regular Council Meeting – 7:00 p.m.
Date: November 2, 2016



- | | Item | |
|----------------|-------------|--|
| 7:00 PM | 1.0 | Call to Order |
| 7:01 PM | 2.0 | Pledge of Allegiance |
| 7:02 PM | 3.0 | Adopt Agenda |
| 7:03 PM | 4.0 | Public Hearing |
| | p. 3-6 | A. Delinquent Utility Certification—Resolution 2016-55 |
| 7:10 PM | 5.0 | Public Forum |
| 7:15 PM | 6.0 | 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

- | | | |
|----------------|------------|---|
| | p. 8-11 | A. Approve Bills |
| | p. 12-19 | B. Meeting Minutes, October 19, 2016 City Council Meeting |
| | | New Business |
| 7:16 PM | 7.0 | Commission, Association and Task Force Reports |
| | | A. Planning Commission |
| | p. 20 | 1. November Planning Commission Meetings |
| | | B. Economic Development Authority |
| | p. 21 | 1. UpRiver Realtors Meeting |
| | | C. Park Commission |
| | | D. Road Commission |
| 7:25 PM | 8.0 | Department Reports |
| | | A. Community Development |
| | | B. Engineer |
| | | C. City Attorney |
| | | D. Finance |
| | | E. Public Works |
| | | F. Fire Department |
| | p. 22-25 | 1. Fire Department Personnel Recognition Policy |
| | | G. City Administrator |
| | p. 26 | 1. Town Hall Meeting Format |

- 7:35 PM** **9.0** **Other**
p. 27-31
- A. Staff Report
 - 1. Booster West Park Sign
 - 2. ACSO Digital Speed Sign
 - 3. Election Information
 - 4. 2017 Commission/Organization Positions
 - B. Council Reports
 - C. Other
- 7:50 PM** **10.0** **Adjourn**



City of East Bethel City Council Meeting Agenda Information

Date:

November 2, 2016

Agenda Item Number:

Item 4.0 A

Agenda Item:

Public Hearing – Delinquent Charges

Requested Action:

Conduct a Public Hearing for Delinquent Charges

Background Information:

East Bethel Code of Ordinances, Chapter 74, Sec. 74-126 (b) provides for the collection of delinquent accounts through the property tax system. This ordinance provides the opportunity for property owners that are delinquent in payments to the City for utility services to come before the City Council to state their objections. This Public Hearing meets the requirements of the Ordinance.

The Public Hearing must be conducted before the final certification of delinquent amounts is forwarded to the County for collection with property taxes.

At the October 5th, 2016 meeting, Council set November 2, 2016 as the Public Hearing date for individuals wishing to object to the delinquent charges being collected through the property tax system. All affected property owners have been notified via U.S. Mail of the opportunity to appear before the City Council.

The final list of properties with delinquent charges must be provided to the County Auditor no later than November 30, 2016 (Minnesota Statute 429.061, Subd. 3).

Attachments:

Attachment 1- Summary of Delinquent Accounts

Attachment 2- Resolution 2016-55

Attachment 3- East Bethel Code of Ordinances, Chapter 74, Sec. 74-126 (b)

Fiscal Impact:

Certification of delinquent charges will enable the City a means to collect on these accounts.

Recommendation(s):

Staff recommends that a public hearing be conducted on Wednesday, November 2, 2016 to provide an opportunity for citizens to be heard on their delinquent amounts. At the conclusion of the Public Hearing, Staff recommends Council consider approval of Resolution 2016-55, Final Certification of Delinquent Charges for Collection with 2016 Property Taxes.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

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

RESOLUTION NO. 2016-55

**FINAL CERTIFICATION OF DELINQUENT CHARGES FOR COLLECTION WITH 2016
PROPERTY TAXES**

WHEREAS, East Bethel Code of Ordinance, Chapter 74, Sec. 74-126 (b) provides for the collection of unpaid utility bills through the property tax system; and

WHEREAS, the attached list shows the delinquent amounts greater than \$70.00 owed assuming a certification cutoff date of September 30, 2016:

WHEREAS, the listing was and will be adjusted to reflect payments received through November 15, 2016, which is the statutory deadline to prepay special assessments:

WHEREAS, the City has conducted a public hearing that offered each delinquent account holder the opportunity to state their objections;

WHEREAS, certification will greatly improve the City's chances of collecting the unpaid charges;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT THE COUNCIL approves the attached certification list.

Adopted this 2nd day of November, 2016 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 - Utility Past Due Amounts at 10/28/16

Utility Billing Delinquencies

Name	Address	Zip	PIN	Utility Due	Certification Charge	Interest 18% from 1/1/17	Total Certified	Annual Interest Rate	Term
ROGER'S ROD & CUSTOMS	18689 BUCHANAN ST NE	55011	32-33-23-21-0003	215.70	70.00	38.83	324.53	N/A	1 year
CHRISTOPHER KINSEY	1026 244TH AVE NE	55005	29-34-23-22-0100	179.31	70.00	32.28	281.59	N/A	1 year
KRISTIN FLEMING	1074 243RD CIRCLE NE	55005	29-34-23-22-0111	849.31	70.00	152.88	1,072.19	N/A	1 year
PILAR ROWLETTE	1142 243RD LANE NE	55005	29-34-23-22-0124	330.55	70.00	59.50	460.05	N/A	1 year
MARCUS SCHUNEMAN	24235 FILLMORE CIRCLE NE	55005	29-34-23-23-0170	1,073.73	70.00	193.27	1,337.00	N/A	1 year
				2,648.60	350.00	476.75	3,475.35		



City of East Bethel City Council Meeting Agenda Information

Date:

November 2, 2016

Agenda Item Number:

Item 6.0 A-B

Agenda Item:

Consent Agenda

Requested Action:

Consider approval of the Consent Agenda

Background Information:

Item A

Approve Bills

Item B

October 19, 2016 City Council Minutes

Meeting minutes from the October 19, 2016 City Council Meeting are attached for your review and approval.

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: _____



City of East Bethel
November 2, 2016
Payment Summary

Payments for Council Approval	
Bills to be approved for payment	\$94,660.11
Electronic Payroll Payments	\$28,149.74
Payroll - City Staff, October 20, 2016	\$35,196.64
Total to be Approved for Payment	\$158,006.49

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
	SAC Remittance	10 2016	Metropolitan Council	602		\$6,306.30
Arena Operations	Electric Utilities	102016	Connexus Energy	615	49851	\$4,345.43
Arena Operations	Gas Utilities	520830078	Xcel Energy	615	49851	\$110.41
Arena Operations	General Operating Supplies	600775	Ham Lake Hardware	615	49851	\$65.97
Arena Operations	General Operating Supplies	3090836	Viking Industrial Center	615	49851	\$99.00
Arena Operations	General Operating Supplies	3090838	Viking Industrial Center	615	49851	\$327.99
Arena Operations	Motor Fuels	1093347173	Ferrellgas	615	49851	\$442.81
Arena Operations	Professional Services Fees	100026	Gibson's Management Company	615	49851	\$9,000.00
Arena Operations	Small Tools and Minor Equip	32075	Menards Cambridge	615	49851	\$201.71
Arena Operations	Telephone	332373310-179	Sprint Nextel Communications	615	49851	\$34.51
Building Inspection	Motor Fuels	637072	River Country Cooperative	101	42410	\$28.85
Central Services/Supplies	Information Systems	222007	City of Roseville	101	48150	\$2,827.67
Central Services/Supplies	Office Equipment Rental	315429787	US Bank Equipment Finance	101	48150	\$269.50
Central Services/Supplies	Office Supplies	IN1357899	Innovative Office Solutions	101	48150	\$85.24
Central Services/Supplies	Office Supplies	IN1370626	Innovative Office Solutions	101	48150	\$259.24
Central Services/Supplies	Software Licensing	222079	City of Roseville	101	48150	\$122.00
Central Services/Supplies	Telephone	222058	City of Roseville	101	48150	\$249.73
Central Services/Supplies	Telephone	332373310-179	Sprint Nextel Communications	101	48150	\$128.72
City Administration	Professional Services Fees	M22435	TimeSaver Off Site Secretarial	101	41320	\$277.50
City Administration	Travel Expenses	102616	Jack Davis	101	41320	\$248.40
Economic Development Authority	Conferences/Meetings	102416	City of Blaine	232	23200	\$177.50
Economic Development Authority	Conferences/Meetings	129	Innovations Plus LLC	232	23200	\$83.07
Economic Development Authority	Conferences/Meetings	137	Innovations Plus LLC	232	23200	\$163.14
Economic Development Authority	Conferences/Meetings	145	Innovations Plus LLC	232	23200	\$1,073.76
Economic Development Authority	Professional Services Fees	102316	Gail E. Gessner	232	23200	\$100.00
Finance	Conferences/Meetings	958	MN State Auditor	101	41520	\$130.00
Finance	Travel Expenses	102716	Mike Jeziorski	101	41520	\$15.05
Fire Department	Bldg/Facility Repair Supplies	35427	Menards - Forest Lake	101	42210	\$250.14
Fire Department	Bldgs/Facilities Repair/Maint	76254	Aker Doors, Inc.	101	42210	\$156.14
Fire Department	Conferences/Meetings	617806	Century College	101	42210	\$2,112.50
Fire Department	Conferences/Meetings	2028	F.I.R.E.	101	42210	\$1,500.00
Fire Department	Electric Utilities	102016	Connexus Energy	101	42210	\$36.67
Fire Department	Electric Utilities	102016	Connexus Energy	101	42210	\$9.93
Fire Department	Electric Utilities	102016	Connexus Energy	101	42210	\$110.61
Fire Department	Electric Utilities	102016	Connexus Energy	101	42210	\$450.28
Fire Department	Equipment Parts	028-474225	Batteries Plus Bulbs	101	42210	\$136.57
Fire Department	Gas Utilities	520830078	Xcel Energy	101	42210	\$61.63



City of East Bethel
November 2, 2016
Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Fire Department	Small Tools and Minor Equip	603407	Ham Lake Hardware	101	42210	\$46.56
Fire Department	Small Tools and Minor Equip	603409	Ham Lake Hardware	101	42210	\$33.24
Fire Department	Small Tools and Minor Equip	603918	Ham Lake Hardware	101	42210	\$16.15
Fire Department	Telephone	222058	City of Roseville	101	42210	\$46.84
Fire Department	Telephone	332373310-179	Sprint Nextel Communications	101	42210	\$8.88
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	17606	Blaine Lock & Safe, Inc.	101	41940	\$130.45
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	399400000	E.H. Renner & Sons, Inc.	101	41940	\$1,606.24
General Govt Buildings/Plant	Electric Utilities	102016	Connexus Energy	101	41940	\$15.58
General Govt Buildings/Plant	Electric Utilities	102016	Connexus Energy	101	41940	\$148.81
General Govt Buildings/Plant	Electric Utilities	102016	Connexus Energy	101	41940	\$835.53
General Govt Buildings/Plant	Gas Utilities	520830078	Xcel Energy	101	41940	\$42.34
Park Maintenance	Bldg/Facility Repair Supplies	35576	Menards - Forest Lake	101	43201	(\$151.00)
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$31.96
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$28.56
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$94.47
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$13.50
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$33.95
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$301.13
Park Maintenance	Electric Utilities	102016	Connexus Energy	101	43201	\$19.18
Park Maintenance	Equipment Parts	10875	Plow World, Inc.	101	43201	\$53.10
Park Maintenance	General Operating Supplies	602858	Ham Lake Hardware	101	43201	\$15.13
Park Maintenance	General Operating Supplies	604496	Ham Lake Hardware	101	43201	\$18.98
Park Maintenance	General Operating Supplies	35581	Menards - Forest Lake	101	43201	\$61.59
Park Maintenance	Lubricants and Additives	P54618	MN Equipment	101	43201	\$17.34
Park Maintenance	Other Equipment Rentals	109904	Jimmy's Johnnys, Inc.	101	43201	\$261.28
Park Maintenance	Park/Landscaping Materials	30146752	Federated Co-ops	101	43201	\$119.99
Park Maintenance	Professional Services Fees	102316	Gail E. Gessner	101	43201	\$100.00
Park Maintenance	Small Tools and Minor Equip	602916	Ham Lake Hardware	101	43201	\$11.39
Park Maintenance	Small Tools and Minor Equip	35485	Menards - Forest Lake	101	43201	\$314.75
Park Maintenance	Telephone	222058	City of Roseville	101	43201	\$46.82
Payroll	Insurance Premiums	11 2016	Dearborn National Life Ins Co.	101		\$1,301.52
Payroll	Insurance Premiums	11 2016	NCPERS Minnesota	101		\$144.00
Payroll	Union Dues	10 2016	MN Public Employees Assn	101		\$429.00
Planning and Zoning	Professional Services Fees	102316	Gail E. Gessner	101	41910	\$0.00
Recycling Operations	Electric Utilities	102016	Connexus Energy	226	43235	\$124.47
Recycling Operations	Gas Utilities	520830078	Xcel Energy	226	43235	\$25.00
Recycling Operations	Other Equipment Rentals	109904	Jimmy's Johnnys, Inc.	226	43235	\$70.00
Recycling Operations	Professional Services Fees	11 2016	Cedar East Bethel Lions	226	43235	\$1,200.00
Recycling Operations	Professional Services Fees	11 2016	Cedar East Bethel Lions	226	43235	\$416.96
Sewer Operations	Electric Utilities	102016	Connexus Energy	602	49451	\$48.89
Sewer Operations	Electric Utilities	102016	Connexus Energy	602	49451	\$35.30
Sewer Operations	Electric Utilities	102016	Connexus Energy	602	49451	\$147.49
Street Capital Projects	Legal Notices	414811	ECM Publishers, Inc.	406	40600	\$32.25
Street Capital Projects	Professional Services Fees	11683	City of Coon Rapids	406	40600	\$872.12
Street Maintenance	Bldg/Facility Repair Supplies	31985	Menards Cambridge	101	43220	\$39.92
Street Maintenance	Bldgs/Facilities Repair/Maint	102451	Rogers Electric	101	43220	\$354.22



City of East Bethel
November 2, 2016
Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$16.52
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$350.23
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$80.07
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$176.27
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$125.65
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$442.46
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$165.38
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$119.11
Street Maintenance	Electric Utilities	102016	Connexus Energy	101	43220	\$5.00
Street Maintenance	Gas Utilities	520830078	Xcel Energy	101	43220	\$20.79
Street Maintenance	Motor Vehicle Services (Lic d)	R241054892:01	I State Truck Inc.	101	43220	\$164.15
Street Maintenance	Motor Vehicle Services (Lic d)	R241054898:01	I State Truck Inc.	101	43220	\$476.39
Street Maintenance	Motor Vehicles	HEB49468	DVS Renewal	701	43220	\$2,885.58
Street Maintenance	Motor Vehicles	109841	Midway Ford Company	701	43220	\$43,782.00
Street Maintenance	Motor Vehicles Parts	C241210498:01	I State Truck Inc.	101	43220	\$55.29
Street Maintenance	Motor Vehicles Parts	C241210498:02	I State Truck Inc.	101	43220	\$5.70
Street Maintenance	Motor Vehicles Parts	C241210498:03	I State Truck Inc.	101	43220	\$35.11
Street Maintenance	Motor Vehicles Parts	C241210498:03	I State Truck Inc.	101	43220	\$35.11
Street Maintenance	Motor Vehicles Parts	C241210693:01	I State Truck Inc.	101	43220	\$6.19
Street Maintenance	Motor Vehicles Parts	C241211228:01	I State Truck Inc.	101	43220	(\$35.11)
Street Maintenance	Professional Services Fees	102116	Gail E. Gessner	101	43220	\$100.00
Street Maintenance	Sign/Striping Repair Materials	99644	Gopher Sign Company	101	43220	\$945.87
Street Maintenance	Sign/Striping Repair Materials	TI-0303186	Newman Traffic Signs	101	43220	\$762.84
Street Maintenance	Small Tools and Minor Equip	287174	S & S Industrial Supply	101	43220	\$63.77
Street Maintenance	Telephone	222058	City of Roseville	101	43220	\$46.82
Street Maintenance	Telephone	332373310-179	Sprint Nextel Communications	101	43220	\$90.29
Water Utility Operations	Electric Utilities	102016	Connexus Energy	601	49401	\$869.06
Water Utility Operations	Electric Utilities	102016	Connexus Energy	601	49401	\$230.01
Water Utility Operations	Electric Utilities	102016	Connexus Energy	601	49401	\$113.34
Water Utility Operations	Gas Utilities	101416	CenterPoint Energy	601	49401	\$33.06
Water Utility Operations	Gas Utilities	101416	CenterPoint Energy	601	49401	\$17.07
Water Utility Operations	Refund Overpayment	101916	BDM Construction	601		\$52.54
Water Utility Operations	Repairs/Maint Machinery/Equip	1024892	Indelco Plastics Corporation	601	49401	\$195.00



City of East Bethel
November 2, 2016
Payment Summary

Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Water Utility Operations	Software Licensing	B05636307	SHI	601	49401	\$243.00
Water Utility Operations	Telephone	100116	CenturyLink	601	49401	\$74.94
Water Utility Operations	Utility Maint Supplies	219393	Ferguson Waterworks #2516	601	49401	\$283.76
						\$94,660.11
Electronic Payroll Payments						
Payroll	PERA					\$6,563.38
Payroll	Federal Withholding					\$5,919.44
Payroll	Medicare Withholding					\$1,639.00
Payroll	FICA Tax Withholding					\$7,008.14
Payroll	State Withholding					\$2,349.28
Payroll	MSRS/HCSP					\$4,670.50
						\$28,149.74

EAST BETHEL CITY COUNCIL MEETING

OCTOBER 19, 2016

The East Bethel City Council met on October 19, 2016, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Steve Voss Tim Harrington Brian Mundle

MEMBERS ABSENT: Ron Koller Tom Ronning

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

1.0 Call to Order The October 19, 2016, City Council meeting was called to order by Mayor Voss at 7:00 p.m.

2.0 Pledge of Allegiance The Pledge of Allegiance was recited.

3.0 Adopt Agenda **Harrington stated I'll make a motion to adopt tonight's agenda. Under the Consent Agenda, I'd like to add Resolution No. 2016-54, A Resolution Approving Master Transcriber Agreement for Minnesota Court Data Services for Governmental Agencies as Item G. Mundle stated I'll second. Voss asked any discussion? All in favor? All in favor. Voss asked any opposed? That motion passes. Motion passes unanimously.**

4.0 Presentation Davis presented the staff report and explained the Anoka Conservation District (ACD) of an Outstanding Conservationist Award in recognition of conservation leadership. The 2016 Outstanding Conservationist is Leon Mager of East Bethel. Davis described the leadership of Leon with three community conservation groups, a Board Member of the Sunrise River Watershed Management Organization, and as a long-time contributor to the Coon Lake Conserv. Improvement Association and Improvement District. In addition, Leon was integral in the development of citizen monitoring teams for aquatic invasive species mapping to ensure herbicide treatments were most effectively placed. He helped lead a petition process that resulted in the formation of a Lake Improvement District to fund long-term lake management. Davis indicated Leon serves as a leader through example at his own home where, in 2015, he installed a lakeshore buffer that was used by the Anoka Soil and Water Conservation District as an example to promote similar lakeshore buffers all around Coon Lake.

4.0A ACD Outstanding Conserv. Award Jamie Schurbon, ACD Water Resource Specialist, introduced ACD Board Member Vici Nass who represented East Bethel, and ACD Board Chair Mary Jo Truchon. He described this annual award that recognized a natural resources leader and who may have done something at their own home to promote natural resources. In this case, Leon Mager has accomplished both. Mager was presented with an original artwork and thanked for his contribution.

Those in attendance offered a round of applause. Voss added the City's congratulations.

4.0B
Minn. Fresh
Farms
Recog.
Award
Res. 2016-51

Davis presented the staff report, noting Bruce and Sharon Johnson, of Minnesota Fresh Farm, in East Bethel were named the Anoka County Farm Family of the Year by the University of Minnesota and one of 81 families honored at the Farm Family Recognition Day, as part of the annual Minnesota Farmfest at Redwood Falls held August 4, 2016. The family was chosen by the University of Minnesota Anoka County Extension Committee based on their demonstrated commitment to enhancing and supporting agriculture.

Davis described the history of Bruce and Sharon Johnson's farm that now comprises 72 acres in Anoka County of which 15 acres are in vegetable production, 25 acres are rented for sod, and the rest are wooded. Sustainable production is a priority on their farm, raising most crops without pesticides and only a light application of nitrogen fertilizer.

Davis also described the Johnsons' passion for educating youth about farming and work with Opportunity Services in Anoka and a Twin Cities-based charter school. The family credits the University of Minnesota with providing a great deal of educational material that assists them with their farm. He listed the local organizations this family is active with, noting they were recognized locally at the Anoka County Farm Bureau annual meeting. Davis recommended adoption of Resolution No. 2016-51.

Mundle stated make a motion to approve Resolution No. 2016-51 Recognizing the Accomplishments of Sharon and Bruce Johnson and their Contributions to the City of East Bethel. Harrington stated I'll second. Voss asked any discussion? Hearing none, all in favor say aye? All in favor. Voss asked any opposed? That motion passes. Motion passes unanimously.

Voss presented a framed Resolution to Bruce and Sharon Johnson and their son Luke. He extended the City's congratulations and stated the Johnsons have a wonderful farm operation.

4.0C
Anoka
County
Sheriff's
Report

Commander Shelly Orlando presented the September 2016, Sheriff's Report, describing the Sheriff's Department response to three DWI arrests, one possession of stolen vehicles/5th degree possession/warrant arrest, and one possession of 5th degree controlled substance. She stated East Bethel's stats for the first nine months of 2016 so that property crimes are down when compared to 2015, burglaries were 18 for the year and last year there had been 30 at this time; thefts were 86 compared to 130 at this time in 2015; and, damage to property was 29 reports in 2016 compared to 37 in 2015. Orlando stated it is promising that these numbers are going down, especially when across the nation crime statistics are rising.

Voss asked if this is the case in other Anoka County communities. Orlando stated it is being seen across the County. In response to Mundle as to the reason for this trend, Orlando stated it due to the presence of the Deputies and people are more cognizant in not leaving personal property in vehicles, they know where their teenage children are at, and things like that.

Mundle asked about Halloween safety advice. Orlando stated if out driving in the neighborhoods, they ask drivers to slow down and be on the lookout for excited children who may dart across the street and for parents to look through the candy collected even though the Anoka County Sheriff's Department has never found anything suspicious, but as precautionary.

4.0C
Anoka
County
Sheriff's
Report

Harrington asked about a new County program receiving more money to fight heroin. Orlando stated it is a high intensity drug trafficking federal program that the five-county metro area is now part of to fight drugs.

When asked, Orlando stated her recent ten weeks of training at Quantico, the FBI National Academy, was a great experience. She described the training that was specifically directed for law enforcement supervisors.

4.0D
Fire Dept.
Report

DuCharme noted September is Fire Prevention and Education Month so they have been busy. He described their school-related demonstration programs at elementary schools and thanked Dan Berry who is in charge of this program and fire fighters Mark Prachar, Bill Folwarski, Adam Arneson, Dan Meinen, Chad Fish, and Todd Bennett, some of who took vacation time from their regular jobs to participate.

DuCharme stated Troy Lachinski has reported the Heart Safe Program has now trained a total of 2,000 East Bethel residents in CPR and use of an AED and 1,000 people this year alone. Lachinski is also working with the cities of Ham Lake and St. Francis on obtaining a Heart Safe recognition within the next year. DuCharme stated he does an outstanding job.

DuCharme reported on the good turnout at the Fire Department Open House and stated it will be held on a Thursday again next year as it was higher attended. He stated the North Air Care helicopter also landed during the event. DuCharme thanked the vendors who participated. Harrington noted the Department is also able to get more displays if the Open House is held on a Thursday including the canine unit and Connexus. DuCharme agreed, noting the Water Patrol and Allina also participated and an older ambulance was displayed.

DuCharme stated the Department conducted a training burn at 305 Lakeshore in Coon Lake Beach that was funded by the Minnesota Board of Fire Fighter Training and Education. Twelve fire fighters participated in that training. He thanked Al Westlund for donating the building for this training, the Auxiliary for providing food, and Smokey's for donating pizza. DuCharme also thanked Councilmember Harrington who had met him at the fire station at 7 a.m., brought donuts, and put in a long day during this training event, even washing one of the fire trucks when it was over.

DuCharme reported the new tanker truck is 100% in service and the 1987 tanker was sold through MinnBid for \$16,800 by purchased the Northwest Angle Fire Department. They also sold a 1984 fire truck for \$4,030 to a farmer located northwest of Grand Forks.

DuCharme presented the September 2016 Fire Department Report, stating they responded to 39 calls with 28 being medical related. He described one fire call on Madison Street during which a person's legs were seriously burned so he was air lifted to Regions Hospital. The flash fire incident occurred in his detached garage but after the event it was seen that the structure was not damaged. It is thought that fire could be related to the use of acetone, which is used to clean parts, and requires proper ventilation as it is extremely dangerous and burns without visible flames after sinking to the floor and finding an ignition source. DuCharme stated of the 28 medical calls, 19 were transported by Allina and there were also several lift assists.

Harrington thanked the Fire Department for their Fire Prevention and Education program at the elementary school. He stated he was at the school and noticed the children's priceless smiles while going through the fire truck.

4.0D
Fire Dept.
Report

An audience member asked about an incident behind Ampride. DuCharme stated a two-inch gas line was cut, which he determined was dangerous enough to consider evacuating the theater but that was not done because they were able to work with the gas company. He noted that is a busy area and the only way out is 187th Avenue.

**5.0
Public
Hearing**

5.0A
Fillmore St.
Feas. Report
Res. 2016-32

City Engineer Jochum presented the staff report, indicating that based on a petition from 66.7 percent of the property owners of the Tolzmann’s Whispering Pines Plat, the City Council directed staff to prepare a feasibility report. The report reviews the feasibility of paving Fillmore Street NE from 189th Avenue NE to the north cul-de-sac.

Jochum described the improvements that would include construction of Fillmore Street to a 24-foot wide paved surface with 2-foot top-soiled shoulders and ditches. The proposed street section would consist of 4 inches of Class 5 aggregate base with 3.5 inches of bituminous per the City standard. This project may require minor drainage improvements.

Jochum explained the report assumes that the benefitting property owners will be assessed for the non-maintenance construction items which include bituminous surface items. Project costs would be assessed on a per unit basis with one-unit assessment for each lot. There are six lots within the subdivision that are adjacent to Fillmore Street. Based on a total assessment amount of \$29,268 the per unit assessment would be \$4,878. It was noted that a sample Assessment Schedule is shown on Exhibit D of the Feasibility Report. The proposed assessment has been calculated at an interest rate of 4% for 10 years. Should the assessment be paid in full within 30 days of the date of the adoption of the assessment roll, no interest is charged. Interest is charged from the date of the adoption of the assessment roll through the end of the year in which it is paid. Prior to conducting the public hearing, staff recommends Council approve Resolution No. 2016-52.

Harrington stated I’ll make a motion for approval of Resolution No. 2016-52, Resolution Receiving Report. Mundle stated I’ll second. Voss asked any discussion? Hearing none, to the resolution all in favor aye? All in favor. Voss asked any opposed? That resolution passes. Motion passes unanimously.

5.0B
Fillmore St.
Paving Proj.
Special
Assessment

Jochum explained that per Minnesota Statutes 429, an Improvement Hearing is required to assess a portion of the project costs. At the hearing, interested persons may voice their concern and provide input. As was discussed in the previous agenda item, the benefitting property owners will be assessed for the non-maintenance construction items which include bituminous surface items. Based on a total assessment amount of \$29,268 the per unit assessment would be \$4,878. Staff recommends Council conduct the Improvement Hearing.

Improvement
Hearing

Voss opened the Improvement Hearing at 7:35 p.m. There being no public input, Voss closed the Improvement Hearing at 7:36 p.m.

5.0C
Res. 2016-53
Ordering
Plans and
Specifications

Jochum stated per Minnesota Statutes 429.031, a resolution ordering the improvement may be adopted at any time within six months after the date of the Improvement Hearing. As the City Council has conducted the required Improvement Hearing, staff recommends approval of Resolution No. 2016-53.

Mundle stated make a motion to approve Resolution No. 2016-53, Resolution Ordering Improvement and Preparation of Plans. Harrington stated I’ll second. Voss asked any discussion? To the motion, all in favor say aye? All in favor. Voss asked any opposed? That motion passes. Motion passes unanimously.

6.0

No one signed to speak at the Public Forum.

Public Forum

7.0

Consent Agenda

- Item A Approve Bills
- Item B October 5, 2016 City Council Minutes
- Item C Liability Coverage Waiver Form
- ~~Item D PGM Final Payment~~
- Item E Pay Estimate #1 for the 2016 Street Improvement Project
- Item F Extractor Grant (Big Clothes Washer) Joint Application with Bethel Fire Department
- Item G Resolution No. 2016-54, A Resolution Approving Master Transcriber Agreement for Minnesota Court Data Services for Governmental Agencies

Harrington stated I'll make a motion to adopt tonight's Consent Agenda. Mundle stated I'll second with pulling Item D, PGM Final Payment. Voss asked any discussion? All in favor say aye? All in favor. Voss asked any opposed? That motion passes. Motion passes unanimously.

7.0D
PGM
Final
Payment

Mundle stated he will be abstaining from voting on Item D. **Voss stated I'll make a motion to approve Item D, PGM Final Payment in the amount of \$19,150 for removal of the Wastewater Treatment Plant. Harrington stated I'll second. Voss asked any discussion? To the motion, all in favor say aye? Harrington and Voss-Aye. Voss asked any opposed? Mundle-Abstain. Motion passes (2-0-1 Mundle).**

8.0

New Business

Commission, Association and Task Force Reports

8.0A
Planning
Commission
8.0A.1
Viking
Preserve
Final Plat

Davis presented the staff report and Preliminary Plat for Viking Preserve, a single-family residential Planned Unit Development (PUD) that was originally approved by the City Council on December 4, 2013. Since that time there have been modifications to the Plat due to comments received from the Army Corps of Engineers regarding wetland modification and other regulatory agencies. On March 25, 2014, the Planning Commission reviewed a revised Preliminary Plat and recommended approval to the City Council.

Davis explained the developer did not submit a Final Plat but requested that the City Council approve a Memorandum of Understanding (MOU) with the developer that would allow the developer to commence site grading in accordance with the grading plan for the proposed plat. The MOU was approved on April 1, 2015. The developer was ready to proceed with the Final Plat in August 2016, but due to the lapse of time since the previous approval, a new public hearing for the Preliminary Plat was required and held at the August 23, 2016 Planning Commission meeting. The Planning Commission recommended that City Council consider approval of the Preliminary Plat and Council approved this item at their September 7, 2016 meeting. The Planning Commission then recommended approval of the Final Plat for Viking Preserve, a 48-lot single family residential development located at Viking Boulevard and Taylor Street, at their September 27, 2016 meeting. It was noted the site has three zoning designations, R1, R2, and City Center and will be served by City water and sewer service.

Davis stated staff and the Planning Commission recommend City Council consider approval of the Viking Preserve PUD Final Plat subject to the satisfaction of the engineer's comments relating to this plat and direct staff to commence negotiations regarding a developer's agreement with Shaw Trucking, LLC for this project.

8.0A.1 **Harrington stated I'll make a motion for approval of Viking Preserve PUD Final Plat subject to the satisfaction of the engineer's comments relating to this plat and direct staff to commence negotiations regarding a developer's agreement with Shaw Trucking, LLC for this project. Mundle stated I'll second.** Voss asked any discussion?

Viking
Preserve
Final Plat

Harrington asked when it is expected to be built. Davis responded staff expects the roads and streets would be completed by June-July 2017. He explained the City Engineer has indicated the developer has satisfied the comments he provided relating to the plat. Jochum indicated that is correct but there are some minor construction plan items.

Voss asked any further discussion? If not, to the motion all in favor say aye? **All in favor.** Voss asked any opposed? That motion passes. **Motion passes unanimously.**

8.0B
Oct. Roads
Comm.
8.0B.1
RCI Report

Davis presented October 11, 2016 Road's Commission report and items discussed including MnDOT's recommendation and findings of their Highway 65 Access Management Plan for the East Bethel segment of the corridor. It was noted the cities of East Bethel and Ham Lake have been working with MnDOT and Anoka County to prepare this Plan. The goal of this project is to identify intersection issues and points of access conflict that reduce the traffic load capacity and create safety issues along Highway 65 between Bunker Lake Boulevard and 245th Avenue.

Davis described the primary issues that the Plan will address as well as alternatives being considered by MnDOT to improve the intersection of Viking Boulevard and Highway 65. At the Roads Commission Meeting on October 11, 2016, MnDOT stated that based on their data, their preference for improvements at Highway 65/Viking Boulevard is the signalized J-Turn. In addition to the Highway 65 and Viking intersection, MnDOT also is proposing to simultaneously install un-signalized J-Turns at 187th Lane and 181st Avenue in East Bethel and 157th Avenue, 153rd Avenue, and 143rd Avenue in Ham Lake. The project, as presented, could begin in late 2018 and be completed in 2019.

Davis stated the Roads Commission recommended the Council consider a Memorandum of Understanding (MOU), which is a non-binding agreement that provides a plan to eliminate many points of intersection conflict between Bunker Lake Boulevard and 245th Avenue. It was noted that MnDOT presented their proposal to the East Bethel Chamber of Commerce at their October 13, 2016, meeting. The final report of the proposed signalized J-Turn for the Highway 65/Viking Boulevard has not been released. Upon completion, it will address the details associated with side street access, signalization timing, turn and merge lanes configurations, emergency service issues, and comparison of alternatives in terms of costs, traffic mobility, and safety. Davis noted MnDOT's proposals for intersection improvements in the City will be an agenda item for the Fall Town Hall Meeting on November 17, 2016.

Voss asked when the final report will be ready. Davis stated staff has not been told and he is scheduling a meeting with MnDOT to make sure the final report includes a comparison of the alternatives and how they provide the best benefit in terms of costs, safety consideration, and traffic mobility. He stated this is an important consideration and the City needs to know these hard facts to assure it was properly analyzed so the City comes out with the best possible solution for improvements at this intersection.

Voss asked what is the importance to MnDOT to have an MOU prior to release of the report. Davis stated MnDOT may want the MOU because it will be part of the submission

to the Federal Highway Administration as part of the funding justification.

Voss stated following the Chamber of Commerce meeting, he asked MnDOT engineer Sheila Kauppi to be present at next month's Town Hall Meeting for both the 6 p.m. and 7 p.m. sessions and that their presentation include a looped video. Davis stated he also asked MnDOT to summarize the Chamber's Power Point presentation with focus on the details not yet released relating to cost comparison and operational details on how the intersection will actually work.

Voss noted another major concern relates to business interest and how it is perceived for future development as the crossing of Highway 65 will be impacted. He asked about public input meetings that will be dedicated to this topic. Davis stated he has not received notice of those meetings so he will strongly encourage that point with MnDOT to make sure it is still on their agenda. Voss pointed out that making presentations before the Chamber and at a Town Hall Meeting does not satisfy the public input aspect of this project.

Informational; no action required at this time.

9.0
Department
Reports
9.0A
City
Administrator
9.0A.1
Code
Enforcement
Report

Davis presented the staff report, indicating at the October 5, 2016, City Council meeting, Code enforcement issues were discussed during the Public Forum. Concerns regarding Code enforcement were presented to the Council, particularly as they relate to the Sign Ordinance. At that meeting, he had briefly reviewed the time intensive nature of the process involved in Code enforcement and the City policy relative to this activity.

Davis explained that in order to assure all that Code enforcement is a priority even in light of the challenges in the performance this duty, a report of Code enforcement cases that have been investigated and resolved within the past ten months and a report of the open cases that are still in the process of resolution has been provided to the City Council. As noted in the reports, 47 Code enforcement cases involving 100 separate violations have been resolved in 2016 and 81 cases are still outstanding.

Davis stated staff would like to emphasize that contacts relative to violations are approached as a personal and sensitive matter. For first and even second offenses, up to three notifications and inspections are provided and extensions to address violations are given where conditions warrant that additional time is needed to correct the problem. It was noted the City has a reactive policy for Code enforcement violations and makes every attempt to consider each incident on a case-by-case basis as to particular circumstances and work with those cited to resolve a violation.

Informational; no action required at this time.

9.0A.2
Work
Meeting
Schedule

Davis presented the staff report, indicating City Council Work Meetings are scheduled for the fourth Wednesday of each month. Due to a scheduling conflict with the Chamber of Commerce/East Bethel Seniors Meet the Candidate Meeting on October 26, 2016, the Council is requested to re-schedule the Work Meeting to accommodate this important event.

Further discussion of the proposed Predatory Residency Restriction Ordinance could be included on the Work Meeting agenda. Staff recommends that the October Work Meeting be rescheduled for 6 p.m. on November 2, 2016.

9.0A.2 **Mundle stated I'll make a motion to reschedule the October Work Meeting for**

November 2, 2016, at 6 p.m. Harrington stated I'll second. Voss asked discussion?

Voss asked if it is known whether Ronning and Koller can make that date. Davis stated he has not yet checked their schedules but will do so. Mundle asked staff to send a reminder e-mail noting the time change. Voss asked any other discussion? To the motion, all in favor say aye? **All in favor.** Voss asked any opposed? That motion passes. **Motion passes unanimously.**

10.0 Other
10.0A
Staff Reports

None.

10.0B
Council
Report –
Member
Mundle

Booster Days

Mundle reported on the discussion at the EDA meeting related to Booster Days and the City's future role. He explained this was prompted by Denise Lachinski announcing she will be resigning as the Booster Days Event Coordinator at the conclusion of the 2017 event. Mundle noted that unlike other nonprofit organizations, there is no structure for the Booster Day Committee so if it happens people resign, there is no plan for who will run it. He asked if no one is there to plan it, would East Bethel have a Booster Day. Mundle stated that discussion will be continued at the next EDA meeting.

Sunrise River
WMO

Mundle described the Sunrise River Water Management Organization (WMO) meeting and discussion on the Performance Review and Assistance Program (PRAP) review findings with the Board of Soil & Water Resources (BWSR). He stated the Sunrise River WMO does have the opportunity to respond to potential errors or disagreements in the PRAP finding so that will be submitted to BWSR for review.

Town Hall
Council
Member
Harrington

Mundle stated on November 17 there will be a Town Hall Meeting.

Council
Member
Ronning

Ronning was not present.

Council
Member
Koller

Koller was not present.

Mayor Voss

Voss commented on the barrels along Highway 65, noting MnDOT has not notified the City if there will be a lane closure so staff will contact them to get more details. Davis stated that information will be posted to the City's website.

10.0C
Other

None.

11.0
Adjourn

Mundle stated I'll make a motion to adjourn. Harrington stated I'll second. Voss asked any discussion? All in favor? **All in favor.** Voss asked any opposed? Hearing none, that motion passes. **Motion passes unanimously.**

Meeting adjourned a 7:56 p.m.



City of East Bethel City Council Meeting Agenda Information

Date:

November 2, 2016

Agenda Item Number:

Item 7.0 A.1

Agenda Item:

November Planning Commission Meetings

Requested Action:

Information Only

Background:

The Planning Commission has two meetings scheduled in November 2016.

The Agenda for the November 15, 2016 Meeting will include WSB’s initial meeting with the Commission to begin the process of the preparation of the Comprehensive Plan, a Site Plan Review for an addition to Northway Sports, review of the Sign Ordinance and a Variance Request for Hoffman Sod for a new sign installation.

The Agenda for the November 29, 2016 meeting will include a continuation of recommendations for revisions for the Sign Ordinance (pending direction from City Council) and a Site Plan Review for the Hidden Prairie Event Center.

For those interested in 2018-2028 Comprehensive Plan revision, the Planning Commission will schedule discussion of and review of work completed to date on their agenda for the Plan through the next 12 to 16 months.

The Planning Commission meets on the 4th Tuesday of the month. Please check the City Website to confirm the meeting date or for additional Planning Commission Meetings.

The outline of the schedule of public meetings devoted to the Comprehensive Plan, outside the Planning Commission’s Agendas, will be announced at the Town Hall Meeting on November 17, 2016 and listed on the City Website.

Attachments:

Fiscal Impact:

Recommendation(s):

No action required at this time



City of East Bethel City Council Meeting Agenda Information

Date:

November 2, 2016

Agenda Item Number:

Item 7.0 B.1

Agenda Item:

UpRiver Commercial Real Estate Event

Requested Action:

Information Only

Background:

On Tuesday, October 18, 2016, Colleen Winter and Julie Lux, City EDA Member, attended the annual UpRiver Event at the Blaine Sports Center. This event is designed to connect commercial real estate companies with the Economic Development Departments of local government. The event was planned and organized by Anoka County and the Cities of Anoka, Blaine, Coon Rapids, East Bethel, Ramsey and St. Francis.

Attendance at these events is a part of the City's economic development marketing strategy. Contacts with local and regional realtors and developers are one of the ways the City maintains connection and interaction with those groups who are actively looking for development projects in Anoka County.

Participation at these levels enables to the City to present economic and demographic data and site availability directly to developers and address their questions regarding, expansion and location potentials in the City. The City will attend the Minnesota Commercial Association of Realtors (MnCAR) Expo in Minneapolis on November 9, 2016 to continue the City's efforts to promote and advertise the development opportunities in East Bethel.

Attachments:

Fiscal Impact:

Recommendation(s):

No action required at this time



City of East Bethel City Council Meeting Agenda Information

Date: November 2, 2016

Agenda Item Number: 8.0 F.1

Agenda Item: Fire Department Employee Recognition Program

Requested Action: Consider approving the Fire Department Employee Recognition Program

Background Information:

The City of East Bethel currently sponsors the annual Fire Department awards and Fire Fighter Recognition program. This program honors our Fire Fighters for Firefighter of the Year for Station 1 and Station 2, Sandman of the Year, Rookie of the Year, Officer of the Year and Fundraiser of the year. Firefighters are awarded with plaques and tabs that keep current their award. This program is paid through the annual Fire Department training budget. The awards are given out at the East Bethel Firefighters' Relief Association Annual Appreciation dinner.

Because of the diverse services the Fire Department performs, additional recognition should be considered. The use of award ribbons or citation bars to be worn on individual Firefighters' uniforms is one way of acknowledging special service that Firefighters may have performed. It is also another way to portray to the public the skill set and experience of our Firefighters. The ribbon or citation bars program will be new to the overall recognition program.

In addition, another new part of the program, will be annual recognition by the City Council at a schedule Council meeting for all awards given to Firefighters for the past year accomplishments.

The City Council has not adopted a recognition program for the Fire Department in the past.

Attachments:

Attachment 1- **City of East Bethel Fire Department Firefighter Recognition Program**

Fiscal Impact

The program is proposed for continued funding within the annual Fire Department Budget. Annual costs of the program vary but should not exceed \$1,000.

Recommendation(s):

Staff is seeking direction from City Council as to continuation and/or modification of this program.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

Attachment 1

City of East Bethel Fire Department

Firefighter Recognition Program

Awards:

Firefighter of the Year

Station 1

Station 2

This award given to the Firefighter who earns the highest score for fire calls, training, fire prevention, outreach programs and extra hours. There is a set formula used to determine this award.

Sandman of the Year

This award is for the Duty Officer who goes to the most calls at night and thus keeps the fire department sleeping.

Rookie of the Year

This award is for the newbies, in their first three years of service, which give the most attending fire calls, training, fire prevention, outreach programs and extra hours. There is a set formula used to determine this award.

Officer of the Year

This award is for the most outstanding service by a Fire Officer during the year. It also takes into account fire calls, training, fire prevention, outreach programs and extra hours.

Years of Service

This awards Firefighters for their service with the East Bethel Fire Department.

Year 5 - Plaque is given with an engraved years of service

Year 10 - Engraved years of service tab for the plaque

Year 15 - Engraved years of service tab for the plaque

Year 20 - Engraved years of service tab for the plaque

Every Five Years after

ALSO:

Year 10 – General City of East Bethel Plaque giving during City Council Meeting

Year 20 - General City of East Bethel Plaque giving during City Council Meeting

Year 30 - General City of East Bethel Plaque giving during City Council Meeting

Retirement

This award recognizes the Firefighter for their service to the City and the Fire Department. A plaque will be awarded to the Firefighter at a City Council Meeting for 10 years or more service.

Uniform Ribbons

Firefighters that have achieved certain levels of training, certification, experiences and achievements will be given ribbon medals to wear on the uniforms. The following are the current award ribbons:

Uniform Ribbons or Citation Bars:

- Fire Fighter II Certification
- EMR or EMT
- Years of Service (5yr increment)
- Delivery of Baby
- Heart Safe
- CPR
- Master Firefighter
- Senior Firefighter
- Probationary Firefighter
- Life Time Achievement Award
- Outstanding Service
- Out Reach Program
- Fire Prevention/Education
- Education (110, 200, 300+ Hours)
- Military Veteran
- Medal of Valor

City Council Recognition of Firefighters

Once a year, all awards will be recognized at a scheduled City Council Meeting where award winners and retirees will be present.

Example of Ribbons on a Fire Uniform:



Examples of Ribbons or Citation Bars:



Life Saving Act



Act of Valor



Delivery of Baby (Pink= Girl, Blue=Boy)



CPR, Use of AED (HeartSafe)



City of East Bethel City Council Meeting Agenda Information

Date: November 2, 2016

Agenda Item Number: Item 8.0 G.1

Agenda Item: Town Hall Meeting

Requested Action: Consider approval of an agenda for the November Town Hall Meeting

Background Information:

Town Hall Meetings have previously used the following format:

- 6-7 PM, Informal Session in the Senior Center with Council and Staff
- 7-8 PM, Question and Answer Session with City Council in Council Chambers
- 8-9 PM, Reconvene Informal Session in the Senior Center with Council and Staff.

Scheduled to appear at the November 17, 2016 Town Hall Meeting are representatives from MnDOT and the consulting firm of WSB. In addition to their display at the 6-7 PM Informal Session held in the Senior Center, MnDOT has been requested to present a comparison of the data evaluated for the Hwy. 65/Viking Boulevard Intersection Improvement Project and provide a recommendation based on that information. WSB has been requested to present a short presentation and outline of the Comprehensive Plan process and demonstrate the procedure to access and comment on the Plan through the City Website.

The inclusion of these items present a need to consider changing the format of the meeting to accommodate our guest presentations.

One possible change to the format could be as follows:

- 6-7 PM..... Informal Session in the Senior Center with Council, Guests and Staff
- 7:00 PM..... Opening Remarks by Mayor Steve Voss
- 7:02 PM..... MnDOT Presentation and Question Session
- 7:45 PM..... WSB Presentation and Question Session
- 8:05-9:15 PM... General Question and Answer Session
- 9:15 - 9:45 PM... Wrap up and Informal Session in the Senior Center

Fiscal Impact:

Recommendation(s):

Staff is requesting Council approve an agenda for the November 17, 2016 Town Hall Meeting that would provide ample time for presentations and citizen questions.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel City Council Meeting Agenda Information

Date:

October 19, 2016

Agenda Item Number:

Item 9.0 A.1-4

Agenda Item:

Staff Report

Requested Action:

Informational Only

Background Information:

I. Booster West Park Sign

The south entrance sign to Booster Park was stolen approximately two weeks ago. The City will be ordering a replacement to match the one that was taken. If anyone has information relating to this incident please contact City Hall or the Anoka County Sheriff's Office.

II. ACSO Portable Radar Unit

The Anoka County Sheriff's Office Post Mount Radar Unit has been placed on 221st Ave. just west of Palisade Street for the past two weeks. This unit is portable and can be mounted to a standard channel sign post. The unit is battery powered and is attached with a special tool to prevent theft.

The unit records and displays speed only in the direction of oncoming traffic. If a vehicle is speeding the display flashes in addition to showing the speed of the vehicle. Information as to the number of vehicles and their speed is recorded and stored and can be downloaded for additional information and traffic analysis.

These units cost between \$3,000 to 4,000. Staff can obtain additional information on these radar units if Council needs specifications and quotes on this equipment.

III. Election Information

The 2016 General Election is Tuesday, November 8, 2016. There are three precincts/polling locations in the City;

- Precinct 1 polling location is the East Bethel Community/Senior Center at 2241 221st Avenue;
- Precinct 2 polling location is Our Saviour's Lutheran Church at 19001 Jackson Street;
- Precinct 3 polling location is East Bethel Fire Station 1 at 2751 Viking Boulevard.

If you have any questions as to which precinct you should vote, please call City Hall at 763-367-7840 or you can locate your polling place by accessing the Secretary of State's Website at www.sos.state.mn.us.

On Election Day the polls will be open from 7 AM to 8 PM.

City Hall is open for absentee ballot voting from 8 AM to 4 PM through November 4, 2016, from 10 AM to 3 PM on Saturday, November 5, 2016 and from 8 AM to 5 PM on Monday, November 7, 2016.

If you have never registered to vote, moved or changed your name, you must register/re-register before voting, a valid and current driver's license is all you need to register. The cutoff for pre-Election Day registration was October 18, but registrations may still be made at your polling place on Election Day. If you choose to vote with an absentee ballot, registration may be completed at the same time.

If you have any questions relating to any election matters, please call City Hall at 763-367-7840.

In addition to the national and state elections, local offices include those for County Commissioner, School District Offices, Soil and Water Conservation District Offices and City Offices, including the Mayor and two Councilpersons.

IV. 2017 City Commission Positions

The City has six Commissions/Organizations that serve in advisory capacity to the City Council. These Commissions/Organizations review issues and develop recommendations for the Council that deal with land use, various permits, City Ordinances, transportation and street improvements, park development and water quality concerns.

These positions are voluntary and are by appointment of City Council. For those desiring to serve on either the Economic Development Authority, Parks Commission, Planning Commission, Roads Commission or the Upper Rum River Watershed Management Organization, all that's needed to apply is the submission of a personal resume including a statement of reasons for seeking the position.

Council will consider and approve appointments in January. We are now taking applications for any vacancies that may occur on the Commissions. If you decide to submit an application, send or drop off your information to Karen White at the East Bethel City Hall. Please submit applications by December 23, 2016.

Attachments:

- Attachment 1 – Post Mount Radar Unit Photo
- Attachment 2 – Post Mount Radar Unit Photo
- Attachment 3 – Post Mount Radar Unit Photo

Fiscal Impact:

Recommendation(s):

Information Only

Booster
Park
←

YOUR SPEED
45



ANOKA
COUNTY
2016

