

# City of East Bethel

## City Council Agenda

Regular Council Meeting – 7:30 p.m.

Date: July 18, 2012



- |            | <b>Item</b> |  |
|------------|-------------|--|
| 7:30 PM    | <b>1.0</b>  | <b>Call to Order</b>   |
| 7:31 PM    | <b>2.0</b>  | <b>Pledge of Allegiance</b>  |
| 7:32 PM    | <b>3.0</b>  | <b>Adopt Agenda</b>  |
| 7:33 PM    | <b>4.0</b>  | <b>Report</b>  |
| Page 1     | A.          | Sheriff's Report   |
| 7:40 PM    | <b>5.0</b>  | <b>Public Forum</b>  |
| 7:55 PM    | <b>6.0</b>  | <b>Consent Agenda</b>  |
|            |             | <i>Any item on the consent agenda may be removed for consideration by request of any one Council Member and put on the regular agenda for discussion and consideration</i> |
| Page 5-8   | A.          | Approve Bills  |
| Page 9-19  | B.          | Meeting Minutes, July 5, 2012, Regular Meeting   |
| Page 20    | C.          | Resolution 2012-35 Accepting Donation for Schoolhouse from Rachel Peterson and Friends   |
| Page 21    | D.          | Resolution 2012-36 Adopt –A-Park – Carlisle  |
| Page 22-25 | E.          | Purchase of Fire Trucks  |
| Page 26-29 | F.          | Resolution 2012-37 Accepting Work Wild Rice Drive Reconstruction Project   |
|            |             | <b>New Business</b>  |
|            | <b>7.0</b>  | <b>Commission, Association and Task Force Reports</b>  |
|            | A.          | Economic Development Authority   |
|            | B.          | Planning Commission  |
| 8:00 PM    | C.          | Park Commission  |
| Page 30-38 | 1.          | DNR – Beaverbrook WMA  |
|            | D.          | Road Commission  |
|            | <b>8.0</b>  | <b>Department Reports</b>  |
|            | A.          | Community Development  |
| 8:15 PM    | B.          | Engineer   |
| Page 39-43 | 1.          | Resolution 2012-39 Awarding Bid for Coon Lake Beach Improvement Project  |
|            | C.          | Attorney   |
| 8:20 PM    | D.          | Finance  |
| Page 44    | 1.          | 2013 Proposed Budget   |
| 8:25 PM    | E.          | Public Works   |
| Page 45-48 | 1.          | Plans and Specifications for Electronic Reader Board   |
| 8:40 PM    | F.          | Fire Department  |
| Page 49-51 | 1.          | Monthly Report   |
| 8:45 PM    | G.          | City Administrator   |

**9.0 Other**

8:50 PM

A. Council Reports

8:55 PM

B. Other

9:00 PM

**10.0 Adjourn**



# City of East Bethel City Council Agenda Information

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**Date:**

July 18, 2012

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**Agenda Item Number:**

Item 4.0 A

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**Agenda Item:**

Monthly Sheriff's Report

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**Requested Action:**

Information Only

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**Background Information:**

Lt. Orlando will review the monthly statistics and report on activities for the month of June, 2012.

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**Fiscal Impact:**

None

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**Recommendation(s):**

Information Only

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**City Council Action**

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

No Action Required:  X



**Payments for Council Approval July 18, 2012**

Bills to be Approved for Payment	\$239,612.82
Electronic Payments	\$675,961.36
Payroll City Staff - July 5, 2012	\$28,796.06
Payroll City Council - July 13, 2012	\$1,636.07
Payroll Fire Dept - July 13, 2012	\$5,425.86
<b>Total to be Approved for Payment</b>	<b>\$951,432.17</b>

# City of East Bethel

July 18, 2012

## Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	370316	Ham Lake Hardware	615	49851	2.66
Arena Operations	Bldgs/Facilities Repair/Maint	3707224	Trane U.S. Inc.	615	49851	875.00
Arena Operations	Bldgs/Facilities Repair/Maint	062812	Wright-Hennepin Coop Electric	615	49851	21.32
Arena Operations	Professional Services Fees	47	Gibson's Management Company	615	49851	5,445.70
Arena Operations	Telephone	062812	CenturyLink	615	49851	111.27
Assessing	Professional Services Fees	070112	Kenneth A. Tolzmann	101	41550	11,451.00
Building Inspection	Electrical Inspections	070612	Brian Nelson Inspection Svcs	101		621.75
Building Inspection	Personnel Advertising	A13505422	Star Tribune	101	42410	702.00
Building Inspection	Professional Services Fees	070612	Kevin Tramm Construction, Inc.	101	42410	696.05
Central Services/Supplies	Information Systems	216209	City of Roseville	101	48150	2,140.16
Central Services/Supplies	Legal Notices	IQ 01800849	ECM Publishers, Inc.	101	48150	56.38
Central Services/Supplies	Legal Notices	IQ 01800851	ECM Publishers, Inc.	101	48150	82.00
Central Services/Supplies	Office Supplies	615319833001	Office Depot	101	48150	37.21
Central Services/Supplies	Other Advertising	IQ 01800850	ECM Publishers, Inc.	101	48150	41.00
Central Services/Supplies	Other Advertising	IQ 01800954	ECM Publishers, Inc.	101	48150	35.88
Central Services/Supplies	Postage/Delivery	4849-02	Do-Good.Biz	101	48150	435.52
Central Services/Supplies	Telephone	062812	CenturyLink	101	48150	232.23
Civic Events	General Operating Supplies	071012	Wendy Warren	227	45311	42.64
Fire Department	Bldgs/Facilities Repair/Maint	062812	Wright-Hennepin Coop Electric	101	42210	5.32
Fire Department	Telephone	062812	CenturyLink	101	42210	403.81
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	9865920962	Grainger	101	41940	193.14
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	470845392	Cintas Corporation #470	101	41940	21.78
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	14850	GHP Enterprises, Inc.	101	41940	368.72
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2067	LowVolts LLC	101	41940	504.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	120335	Robert B. Hill Company	101	41940	19.24
Information Technology Service	Info Systems Equip	JC20931	Dascom Systems Group LLC	701	49960	385.00
Legal	Legal Fees	06 2012	Eckberg, Lammers, Briggs,	101	41610	7,791.32
MSA Street Construction	Street Maint Services	101338	Pavement Resources Inc.	402	40200	5,900.00
Park Maintenance	Bldg/Facility Repair Supplies	809620	GameTime	101	43201	199.48
Park Maintenance	Chemicals and Chem Products	H34989	Federated Co-ops	101	43201	96.17
Park Maintenance	Clothing & Personal Equipment	440673	Chet's	101	43201	152.99
Park Maintenance	Clothing & Personal Equipment	470842148	Cintas Corporation #470	101	43201	48.03
Park Maintenance	Clothing & Personal Equipment	470845393	Cintas Corporation #470	101	43201	48.03
Park Maintenance	Equipment Parts	03 3067052	Isanti County Equipment	101	43201	222.29
Park Maintenance	Equipment Parts	213399	Lano Equipment, Inc.	101	43201	85.61
Park Maintenance	Equipment Parts	1539-154387	O'Reilly Auto Stores Inc.	101	43201	111.14
Park Maintenance	Equipment Parts	1539-154552	O'Reilly Auto Stores Inc.	101	43201	75.60
Park Maintenance	Equipment Parts	244664	S & S Industrial Supply	101	43201	35.46
Park Maintenance	General Operating Supplies	371243	Ham Lake Hardware	101	43201	17.05
Park Maintenance	General Operating Supplies	372115	Ham Lake Hardware	101	43201	8.91
Park Maintenance	General Operating Supplies	55968	Menards Cambridge	101	43201	92.45
Park Maintenance	Other Equipment Rentals	54787	Jimmy's Johnnys, Inc.	101	43201	815.27
Park Maintenance	Personnel/Labor Relations	673509	LexisNexis Occ Health Solution	101	43201	12.51
Park Maintenance	Reimbursement-3rd Party Exp.	062812	BDM Construction	101	43201	50.00
Park Maintenance	Safety Supplies	54181135	Zee Medical Service	101	43201	65.88
Park Maintenance	Small Tools and Minor Equip	58117	Menards Cambridge	101	43201	86.51
Park Maintenance	Small Tools and Minor Equip	1539-154554	O'Reilly Auto Stores Inc.	101	43201	9.29

# City of East Bethel

July 18, 2012

## Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Payroll	Union Dues	07 2012	MN Teamsters No. 320	101		601.00
Planning and Zoning	Professional Services Fees	530	Flat Rock Geographics, LLC	101	41910	698.63
Planning and Zoning	Professional Services Fees	2012-12	John Edward Cass	101	41910	3,415.00
Police	Professional Services Fees	43177	Gopher State One-Call	101	42110	5.80
Police	Professional Services Fees	06 2012	Gratitude Farms	101	42110	437.03
Recycling Operations	Other Equipment Rentals	54787	Jimmy's Johnnys, Inc.	226	43235	52.87
Recycling Operations	Professional Services Fees	07 2012	Cedar East Bethel Lions	226	43235	1,000.00
Sewer Operations	Bldg/Facility Repair Supplies	370883	Ham Lake Hardware	602	49451	21.36
Sewer Operations	Bldg/Facility Repair Supplies	371923	Ham Lake Hardware	602	49451	38.92
Sewer Operations	Bldg/Facility Repair Supplies	58117	Menards Cambridge	602	49451	82.36
Sewer Operations	Bldgs/Facilities Repair/Maint	062812	Wright-Hennepin Coop Electric	602	49451	24.53
Sewer Operations	Professional Services Fees	81201	Utility Consultants, Inc.	602	49451	492.50
Street Capital Projects	Street Maint Services	16674	Allied Blacktop Co.	406	40600	103,962.73
Street Capital Projects	Street Maint Services	214649	American Pavement Solutions	406	40600	56,000.00
Street Capital Projects	Street Maint Services	062612	Classic Construction	406	40600	27,096.50
Street Maintenance	Bldgs/Facilities Repair/Maint	470842148	Cintas Corporation #470	101	43220	27.06
Street Maintenance	Bldgs/Facilities Repair/Maint	470845393	Cintas Corporation #470	101	43220	27.06
Street Maintenance	Bldgs/Facilities Repair/Maint	062812	Wright-Hennepin Coop Electric	101	43220	21.29
Street Maintenance	Clothing & Personal Equipment	440674	Chet's	101	43220	148.74
Street Maintenance	Clothing & Personal Equipment	470842148	Cintas Corporation #470	101	43220	47.44
Street Maintenance	Clothing & Personal Equipment	470845393	Cintas Corporation #470	101	43220	47.44
Street Maintenance	Motor Vehicles Parts	1539-154800	O'Reilly Auto Stores Inc.	101	43220	165.44
Street Maintenance	Motor Vehicles Parts	1539-154801	O'Reilly Auto Stores Inc.	101	43220	165.44
Street Maintenance	Motor Vehicles Parts	1539-154889	O'Reilly Auto Stores Inc.	101	43220	64.07
Street Maintenance	Motor Vehicles Parts	1539-156322	O'Reilly Auto Stores Inc.	101	43220	213.74
Street Maintenance	Office Supplies	615319833001	Office Depot	101	43220	39.18
Street Maintenance	Personnel/Labor Relations	673509	LexisNexis Occ Health Solution	101	43220	15.64
Street Maintenance	Repairs/Maint Machinery/Equip	150002562	Pomp's Tire Service, Inc.	101	43220	487.70
Street Maintenance	Safety Supplies	54181135	Zee Medical Service	101	43220	65.89
Street Maintenance	Small Tools and Minor Equip	96763	James Ryan	101	43220	40.60
Street Maintenance	Street Maint Materials	11141	Commercial Asphalt Co.	101	43220	738.51
Street Maintenance	Street Maint Materials	11144	Commercial Asphalt Co.	101	43220	37.41
Street Maintenance	Street Maint Materials	12486	Commercial Asphalt Co.	101	43220	302.53
Street Maintenance	Street Maint Materials	12488	Commercial Asphalt Co.	101	43220	37.41
Street Maintenance	Street Maint Materials	57284	Menards Cambridge	101	43220	237.88
Street Maintenance	Telephone	062812	CenturyLink	101	43220	68.17
Street Maintenance	Tires	150001912	Pomp's Tire Service, Inc.	101	43220	524.95
Water Utility Capital Projects	Professional Services Fees	7391	Northern Technologies, Inc	433	49405	1,170.00
Water Utility Operations	Bldgs/Facilities Repair/Maint	062812	Wright-Hennepin Coop Electric	601	49401	26.67
Water Utility Operations	Telephone	062812	CenturyLink	601	49401	108.56
						<b>\$239,612.82</b>

# City of East Bethel

July 18, 2012

## Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
<b>Electronic Payments</b>						
Bond Payment	2005A GO Public Safety Bond					\$30,156.25
Bond Payment	2005B GO Improvement Bond					\$4,110.00
Bond Payment	2008A GO Sewer Revenue Bond					\$26,855.00
Bond Payment	2010A GO Water Utility Revenue Bond					\$383,536.25
Bond Payment	2010B GO Utility Revenue Bond					\$188,281.25
Bond Payment	2010C GO Taxable Bond					\$20,866.25
						<b>\$653,805.00</b>
Payroll	PERA					\$4,988.70
Payroll	Federal Withholding					\$4,826.81
Payroll	Medicare Withholding					\$1,504.84
Payroll	FICA Tax Withholding					\$5,396.67
Payroll	State Withholding					\$1,919.45
Payroll	MSRS					\$3,519.89
						<b>\$22,156.36</b>
	Total Electronic Payments					<b>\$675,961.36</b>



# City of East Bethel City Council Agenda Information

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**Date:**

July 18, 2012

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**Agenda Item Number:**

Item 6.0 A-F

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**Agenda Item:**

Consent Agenda

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**Requested Action:**

Consider approving Consent Agenda as presented

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**Background Information:**

Item A

Bills/Claims

Item B

Meeting Minutes, July 5, 2012 Regular City Council

Meeting minutes from the July 5, 2012 Regular City Council Meeting are attached for your review and approval.

Item C

Resolution 2012-35 Accepting Donation for Schoolhouse from Rachel Peterson and Friends

Rachel Peterson, resident and member of the East Bethel Senior Group, has made a donation of \$85 for Schoolhouse renovations. She collected some of the donation from friends and some of this was a personal donation.

Staff recommends Council adopt Resolution 2012-35 Accepting the Donation for the Schoolhouse from Rachel Peterson and Friends.

Item D

Resolution 2012-36 Adopt –A-Park - Carlisle

The City has received an application for the Adopt-A-Park Program to adopt Carlisle Park from Mark and Carla Boda.

Staff recommends adoption of Resolution 2012-36 recognizing Mark and Carla Boda’s commitment to help maintain Carlisle Park as part of the Adopt-A-Park program.

Item E

Purchase of Fire Trucks

The Vehicle/Equipment replacement fund calls for the replacement of Engine 31 in 2012 and replacement of Engine 21 in 2013. The Fire Department has created a truck replacement committee that has carefully analyzed the needs for the City in replacement of these apparatus.

Staff is recommending Council direction, to the Mayor and City Administrator, to enter into a contract to purchase on both pieces of apparatus through Houston Galveston Area Council (HGAC) cooperative that the City of East Bethel has joined. The City of East Bethel became a member of this group, with Council direction, earlier this year. Our City Attorney has vetted the HGAC agreement before Council approval to apply for membership. As members of this organization, the City is able to receive preferential and national bid pricing on many items, including Fire Trucks. This method is very similar to purchasing items off the Minnesota state bid list.

Staff recommends the purchase of both Engine 31 and Engine 21 as on package for delivery in the planned calendar years. Through initial investigation, the process of bidding both trucks may save the City up to \$ 7,000 dollars, although the actual savings may not be known until final pricing is received. Ordering these trucks this calendar and model year will also allow the City savings in the cost of additional emissions standards.

The low price for these trucks through the buying Consortium is Rosenbauer of Wyoming, Minnesota. Rosenbauer is a major constructor of Emergency Vehicles and offers outstanding service.

Pricing for the vehicles is as follows:

Engine 31:	\$ 269,965.00
Engine 21:	\$ 387,347.00
Total Price for Both Vehicles:	\$ 657,312.00
Less: Discount for Order of Both:	\$ 7,600.00
<b>Contract Price for Vehicles:</b>	<b>\$ 649,712.00</b>

The Vehicle/Equipment Replacement Fund:

Engine 31:	\$ 275,000.00
Engine 21:	\$ 375,000.00
<b>Total Budget for Both Vehicles:</b>	<b>\$650,000.00</b>

Delivery on Vehicles is estimated to be 360 days from signed contract. The City would prepay for the chassis when they arrive at Rosenbauer.

Item F

Resolution 2012-37 Accepting Work

The Contractor has completed all construction and punchlist items for the Wild Rice Drive Reconstruction Project and has submitted all the required documentation to consider this project for final payment. We recommend final payment of \$15,178.72. A copy of the final payment form is attached. This project is funded 100 percent by State Aid Funds.

Final Contract Amount \$ 984,905.07



## EAST BETHEL CITY COUNCIL MEETING

July 5, 2012

The East Bethel City Council met on July 5, 2012 at 7:30 PM for their regular meeting at City Hall.

MEMBERS PRESENT: Bob DeRoche Richard Lawrence Heidi Moegerle  
Steve Voss

MEMBERS EXCUSED: Bill Boyer

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

Call to Order **The July 5, 2012 City Council meeting was called to order by Mayor Lawrence at 7:30 PM.**

Adopt Agenda **Moegerle made a motion to adopt the July 5, 2012 City Council Agenda. Voss seconded; all in favor, motion carries.**

Presentation – Davis explained that representatives from the East Bethel Seniors group are present to donate  
Res. 2012-33 \$5,000 to the City for an electronic reader sign.

Accepting

Donation from **Voss made a motion to adopt Resolution 2012-33 Accepting the Donation from the East  
East Bethel Bethel Seniors in the amount of \$5,000 for an electronic reader sign. DeRoche  
Seniors seconded, all in favor, motion carries.**

Public Forum Lawrence opened the Public Forum for any comments or concerns that were not listed on the agenda. There were no comments so the Public Forum was closed.

Special Order Davis explained that staff was informed by Aggressive Hydraulics on June 26, 2012 that the  
of Business - appraisals for the land and building for their project at 18800 Ulysses Street in East Bethel  
Aggressive were returned at a lower value than they had anticipated. The appraisal was hindered by the  
Hydraulics lack of comparatives for this type of building and the depressed real estate market. As  
GAP result, Aggressive Hydraulics is restricted in their ability to finance the project based on its  
Financing value. This problem is further compounded with the need to obtain this financing within the  
Request next 30-45 days to keep the project on schedule and avoid the risk of the project not being  
able to move forward.

Their bank, BankCherokee, and the SBA are able to provide financing for 90% of the lesser of the project cost or appraised value of the land and proposed building. The project costs are estimated at \$4,843,971 but the appraised value has come in at \$3,650,000. This caps the bank and SBA financing at \$3,285,000. In order to make up the difference, Aggressive Hydraulics will utilize the sale of an existing building for \$550,000 and provide an additional \$100,000 to increase their contribution to \$3,935,000, leaving a funding gap of \$908,971. To further reduce this deficit, Aggressive Hydraulics will use the proceeds of the sale of an additional building at 1580 94<sup>th</sup> Lane NE, Blaine, MN, and a subordinate loan from the Metropolitan Consortium of Community Developers to generate additional capital and to reduce the financing gap to \$481,051.

Aggressive Hydraulics only recently became aware of this situation and informed staff of the need for this request on Wednesday, June 27, 2012. This matter was presented to the East Bethel EDA at their meeting on the same evening and the EDA, through a motion, recommended that Council consider working with Aggressive Hydraulics to attempt to assist them with financing their needs. The EDA recommended no dollar amount in their recommendation, only the willingness to consider their request. The EDA's main concern was the question of whether Aggressive Hydraulics had exhausted all other possibilities for sources for funding the deficit.

Aggressive Hydraulics has been requested to produce the following information:

- 1.) A written request for the financing and the amount;
- 2.) An explanation as to the appraisals lower than expected valuation and a review of the appraisal process;
- 3.) A statement indicating that there are no other sources of financing available that are viable options; and
- 4.) A review of the estimated project costs to insure that all economies have been accounted for in determining the real estate acquisition and construction expenses.

Any agreement for assistance that is proposed for Aggressive Hydraulics would have to incorporate securities that protect the City's interests and those could include but not be limited to maximizing our position in any type of loan/mortgage agreement both for real estate and fixtures, corporate or personal guarantees or other acceptable collaterals.

Paul Johnson, president of Aggressive Hydraulics, "I appreciate the time you have given us. This journey has taken two years. Initially it began with looking for an existing facility in the Blaine area. I have been a long time resident of East Bethel, going back to the 60's. Because there was not a building that suited us, that would make sense, we came to the process of looking at building our own. If we found an existing building we would have been tasked with making revisions and updates so it would meet our needs. Updating it to make it more commensurate with what we need. Tasked and faced with certain concessions, but it would be a better situation than what we have today. We are currently operating out of three buildings. We have a desire to get under one roof for efficiency and a better, safer environment. We have excellent prospects for growth and our growth is being hindered. So it is a prosperity situation for retention and job security for the people we have and putting us in a position to grow.

We are approved for the money. We applied for a \$5,000,000 loan. Our company has the wherewithal to float this loan based on our history and our cash flow. We knew that would be high, but there are a certain amount of expenses including infrastructure, hoists and a paint line that would put us in another level then compared to just being under one roof and adding square footage with the ability to expand. Initially we were going to include some of this infrastructure in this project and we were concerned about the appraisal not coming in as desirable so we decided let's not add things that are not going to add value to our appraisal. Let's do a separate loan and maybe finance some internally.

Going forward, again we were looking at Blaine and East Bethel, pros and cons to each. But, for us cost wise, it was a better situation to come to East Bethel having a build ready lot. Certainly understanding some of the dynamics going on with the city now. As a resident, and with a company representing six partners, four of whom are residents, we want to be stewards of the city, do the right thing and be part of the solution in terms of utilizing the services that are being put in place. So, we choose East Bethel and began doing our due diligence the first

part of the year. I worked with Curt Strandlund of Classic Construction but we were not sure where we were going to go at that time.

Going through this process, I wish I knew then what I know now. We went through the appraisal process and when we got the numbers back I wish I would have known that I could have challenged the numbers and I am going to let our banker, Roger Hamilton from BankCherokee speak to this. When we were going through the design for this property there are lots of different designs to use for roofs, for lighting, for walls (tip up walls, precast, block) as I am sure you are aware. We were told by some people you have to go at least 24 foot clearance because that will help you for resale value. Well we don't need 24 foot clearance. We went through the process of designing the most efficient.

I started Aggressive Hydraulics ten years ago today. We have grown ourselves to a 12 million dollar a year company. We are entrepreneurs, hard working; we didn't pay ourselves for two years. That was part of our strategy. Being resourceful and we didn't work with a bank for two years other than a checking account. The first banker we started working with eight years ago was Roger. Every step of the way in this design we were looking best value. We didn't want to make compromises, but we didn't want to add fluff. Our offices are professional, but functional. We don't have ceramic tile, we have colored concrete. The subcontractors that Classic Construction has used for HVAC, for parking lot, for the wiring (in this facility there is \$400,000 in wiring on of the things we don't get credit on an appraisal) used the low bidder in most. We knew we could absorb a couple hundred thousand.

The premise for us being here today, it would be disingenuous and disrespectful for us to say to Curt, "We can't do it, it's not going to work, and we can't get it done." We want a new plant; we want to build in East Bethel. We are trying to figure out what the opportunities are. We have to figure something out. This is not about ultimatums; this is early on in the process. Jack did mention a 30-45 day window, that is to keep it on schedule, but I would rather it takes a 2, 3, 4 months and we get it done then we don't get it done. Part of our rational on building is material and labor isn't going down, it is going up. We consume thousands of tons of steel in our business and we know what steel is doing. There is nothing specific we are looking for, we have some ideas. We respectfully request assistance in helping us bridge this gap. We have done things to reduce it, including the landowner has reduced the cost."

Roger Hamilton, senior vice-president of BankCherokee, "We are a family owned bank, and been in business for over 100 years. We have four offices in Ramsey County, one in North Oaks and three in St. Paul. We are very committed to working with small businesses to help them meet their financing needs. Whether it is credit lines, equipment loans, real estate. We don't do a lot of investor type facilities; we focus on owner occupied real estate. I have 28 years of experience and came over to BankCherokee 2 ½ years ago. I have worked with Aggressive Hydraulics for the last eight years.

The issue that has come up recently is the gap in the cost of project and the appraised value. We could have done more due diligence on our part earlier in the process so that Paul might have been able to flush some of this out a little bit earlier. When we had the actual cost numbers, we called and talked to a number of appraisers. And what we heard from those appraisers consistently based on the challenges with finding sales comps of land and a building that costs \$70 a square foot, that we shouldn't be surprised to see values in the \$55 to \$60 a square foot range. We passed that on to Paul (he is an optimist by nature) and he

said, "Well let's get that appraisal done and we will find out exactly what we are looking at."

We have a list of commercial appraisers that the bank works with so we get multiple bids. Every one that we work with is someone that the bank is comfortable with because they have a good track record with us and a lot of experience. So we went with an appraiser that has about 30 years of commercial appraisal experience. And the value based on the three different approaches, cost, sales and income approach came back at \$58 a square foot. Based on what we had been told by the other appraisers, it is not entirely surprising. When you look at the three different approaches of appraising, it is pretty set for the income approach. Where I think there are much more variables in the sales comps. That had to use comps that range from Lakeville to Monticello. Then based on their professional judgment the appraiser makes adjustments. The financing vehicle here is the SBA 504 program. We have used this extensively for owner occupied businesses and it provides two key benefits to the businesses. A 90% loan to appraised value is a significant benefit. This compares to what is normal bank practice to lend about 75% of appraised value. So there is the ability to leverage the real estate with the SBA behind the bank and the borrower also gets access to attractive 20 year fixed interest rates.

With the value of 3.65 the bank and the SBA are able to finance 90% of that, we were able to refer Paul to the Metropolitan Consortium of Community Developers. That is a non-profit that recently changed a loan program that was capped at \$40,000 to \$300,000. There is a Small Business Initiative Program that provides a 70% guarantee. They agreed to come in behind the bank and SBA. So that when you look at the leverage that is being created here, Aggressive Hydraulics is borrowing 98%. I can only speak very highly of Aggressive Hydraulics and the leadership Paul provides. He is a straight shooter and an exceptional person to work with.

Voss asked part of the funding mechanism is the sales of existing building? Is that two buildings? Johnson, "That \$550,000 represents one building. We have two, we occupy three, and we lease one. We have a neighbor next door that is very interested in this building. We haven't signed a purchase agreement; we have an agreement in principle. He did a Phase 1 Environmental. I had it surveyed. We have a lot of equity in that facility and he is going to connect to it. He has some title work to do and he is somewhat flexible. I had a meeting with him a last week, to let him know we have some issues we are dealing with. We are in a unique situation where he wants to buy it as soon as possible. That gives us an influx of cash and we had this all along. It is nothing new. We can rent that back from him until we get out.

We do have one more building, it is about the same size but we don't have as much equity in that. It's a situation where it is hard to list a building and sell it when we don't know when we are going to be out. And of course we want to make sure we have a deal but together before we go from three buildings to one. And it is 10,000 square feet instead of 60,000 square feet." Voss asked is that the 1610 building? Johnson, "No, it is 1580." Voss said where I was going is the surety of those numbers. Sounds like in your discussion in terms of your neighboring business you already have discussed what the price will be. Johnson, "We have a price." Voss asked and that won't change? Johnson, "Other than signing the paperwork, that won't change. We have a great relationship, that is not speculative." Voss asked as this goes forward what are the chances that those two numbers could change such that your funding gap is even larger. Johnson, "I can tell you that those numbers are as solid as they can be. Our neighbor wants to get in there bad. He has three buildings that are connected. This will be his fourth building. He wants to take it down, close it, so he can

work on his title work. He could use it now. That is a solid deal. We have equity. It is a corner lot and has all the things you would look for. We think we have \$200,000 to \$300,000 is our equity in that building. We were thinking about keeping this building and leasing it out. But in light of what happened, we knew that we needed these funds. We thought the MCCD might make us pledge these funds back to them, but they did not give us that requirement.”

Voss asked so as identified in spreadsheet the funding gap is \$481,000? Johnson, “Yes, that is correct.” Voss said and your discussion about the additional building, are those funds in this formula? Johnson, “No, they could help bring it down, but we need it up front.” Voss said you mentioned that MCCD didn’t put any kind of qualification on their funding for you. And one of the options that are presented to the city is basically setting up a loan program for Aggressive Hydraulics to fill that gap. Voss asked would the proceeds from this building, would you be comfortable using those in this additional building, those proceeds, would you be comfortable to help pay down the loan if the city does make a loan to you? Johnson, “Pledge that equity to help pay down the principal on a loan, yes. In the process of finding the MCCD, before the appraisal came in and went through the due diligence processes they go through and our finances. We thought that would be a contingency. There were other avenues that were available. There are pretty stiff requirements in terms of minimum wage requirements, etc., for the contractor and that doesn’t help or situation here. Certainly the SBA Loan has the basis for job creation. And that is why we are doing it.

One option we thought that seemed to make sense was Tax Increment Financing. So that we aren’t pulling money out of anyone’s existing funds, but a bond is issued and the incremental difference is paying for that. We are still paying taxes, still paying all the city sewer and water fees, big consumer of electricity. Don’t know if that has ever been discussed within the City of East Bethel. I was under the impression that it was an incentive for a city to set up a TIF zone to say “Hey look what we can do for you.” Early on in this project, I know I had this conversation with you and you weren’t looking for this type of project. I never thought we would be having this type of conversation. I thought by now we would be having a groundbreaking ceremony. We thought we would have closed in the land, on the building in Blaine. That got pushed out because of the design process, etc. Since found out that TIF is solely for these purposes, where there is a gap. Don’t know what the options are. We would like this to be mutually beneficial for everybody. For us and residents of East Bethel.

Moegerle, “This was presented at the EDA meeting. And at the same meeting, a representative from the Greater MSP was there. So you are connected with them and there is meeting on Monday. I am real interested in making this a success for you. I think you are an important community member, as a resident, but hopefully also as a business. So I am open to considering whatever we can do within reason.” DeRoche, “I am open to look into it.”

Davis, “I gave you an article that was in Minnesota Business late fall, and Aggressive Hydraulics was identified as the emerging manufacture of the year. They do have some impressive credentials. This is something that we haven’t had time to analysis all the numbers. I would like to recommend to Council that they consider Aggressive Hydraulics request for financial assistance and ask staff to prepare some different financing options that may be available and present these at our next meeting. We have already started some of the process we have a meeting scheduled for Monday with Greater MSP where we will discuss what might be available from the Department of Employment and Economic Development and programs they may have. And then present this to Council.” DeRoche, “This is something we have to look into. There just isn’t enough information on the table right now.”

Lawrence, "Are the numbers pretty hard and accurate of what is before us right now? Is this what you need?" Johnson, "Yes, other than the other building those are good numbers. Hard other than some other things that can present themselves. WE have exhausted everything we know of. And the next logical step would be to work with the city and we are not going to rest on our laurels and see what you come back with. We are going to continue and look at other options." Voss said absolutely we need to look at this. He said one of the options you have kind of laid out is a loan through the EDA. Obviously the one of the most important part is the terms. Probably something we need to discuss the next time we need to get together. Voss said so when we do come back to Council, if that is a route we do want to pursue, we should discuss what kind of terms do we want to pursue? And is the mutually satisfactory. Davis, "We would definitely consult with them in the process because if we come up with something that they are unaware of or not in agreement with, we are wasting everyone's time. We have other resources to advise us. Hopefully what we can come up with is a combination of funding mechanisms that will satisfy the need and bridge this gap. It may be TIF, loans, some kind of state assistance or something else we might not be aware of at this time. Voss said what I am suggesting is we wholeheartedly work with Paul and Roger and come up with a plan. Johnson, "We welcome anybody to our operation. We want to make sure it is right. And our ability to make it work, and we can afford it, we need to make sure we are healthy, vibrant employer, and a steward of the community." Voss said we want you here, but we also want you to stay. Johnson, "We are very proud of the company. We didn't get to where we are at by pushing a square peg in a round hole."

DeRoche, "The in person thing is better than just the paperwork. There is a big difference when someone wants to accomplish something and this just put it on paper and say, "This is what we want, here we sent it to you." And they don't bother to show up. Don't get any compassion; don't get anything out of it." Johnson, "Thank you for that. I am new at this." Lawrence, "We need to do some work on the financial part and see what we can do to help you out. Obviously you are pretty good at business. Hopefully the overall will work out on the structure of this." Moegerle, "And maybe we have availability to resources that you don't have. What is your timeframe? Your drop dead date. Is it the end of the year? Obviously, sooner is better." Johnson, "We are not in a position to give you a drop dead date. Our contractor may have some strong opinions on that. We certainly would appreciate a sense of urgency or spirit that would let us know if we can get something done. And we will perform the due diligence to get something done."

Consent  
Agenda

**Voss made a motion to approve the Consent Agenda including: A) Approve Bills; B) Meeting Minutes, June 20, 2012, Regular Meeting; C) Meeting Minutes, June 13, 2012, Special Meeting; D) Appoint Election Judges; E) Pay Estimate #4 for Elevated Storage Tank No. 1; F) Pay Estimate #4 For Water Treatment Plant No. 1; G) Pay Estimate #14 for Phase 1, Project 1, Utility Improvements; H) Resolution 2012-34 Approving Plans and Specifications and Direction to Solicit Bids for the Coon Lake Beach Overlay Project. Moegerle seconded; all in favor, motion carries.**

League of  
Minnesota  
Cities (LMC)  
Conference  
Report

Council Member Heidi Moegerle will present a report of the meetings and sessions at the League of Minnesota Cities Annual Conference.

Moegerle, "The keynote speaker was talking about the next generation. And basically she addressed the issue the 30 year olds are doing what 20 year olds were doing a generation ago. So we are looking at a generation where people want to age in a place where people are not settling down and having kids, buying houses and those kinds of rights of passages. So, what

are cities going to do about that? And I think we have sort of addressed that with the website, because those people are very technologically orientated and so there were additional challenges with that. I can send you a little more detailed memo on that.

A couple things I thought were pretty important was the focus on civic engagement. Look around and we have one resident and a staff member. They said, "You really literally have to go visit your businesses and invite them to be engaged. Encourage your residents to be engaged by listening to them, inviting for input." And we have tried to do that through the website and we have talked about that at the website meetings. Identify groups, like we have the Lions and the Lioness and those kinds of things. Go to their meetings to bring them in. Not sure how much of that is being done, but the sense was the more diversity of opinions you get on issues is good and we certainly have a lot of issues that are upcoming.

One of the messages I heard repeated from different sources was when elected officials get involved things get done that wouldn't ordinarily get done. And one example is my recent contact with Met Council. I said to them, "Why aren't you accepting septic system effluent. I don't understand when 99.9% of the businesses and people of East Bethel are on septic systems but you refuse that waste. You have excess capacity for the waste water treatment plant; we have excess water that needs to be diluting it, why are you doing that?" And the response was, "Well, we wouldn't have thought of that. It is kind of outside our bailiwick. We deal with sewer systems. But since an elected official is involved we will look at it much closer." If it is a good idea, it is a good idea, from whomever it comes. Presentation from Oakdale, get elected officials and council people to work, because you can get more done. Using website for civic education and engagement and we are working on that as well.

Going back to the septic system effluent. I met the Mayor of Montgomery and they have a waste water treatment system that accepts septage. And they are making \$30,000 a month during the summer months just from processing that. So, there is money to be made in it."

DeRoche, "We have always extended an invitation to anybody to come in. If anyone has an interest or idea, come in. I think we have been saying that since we came in here. We don't have a crystal ball and we don't know what they want. If anybody on the other side of those cameras out there, if you have ideas, come in and talk to staff. Call me. The city is facing this infrastructure, we are trying to bring Aggressive Hydraulics in, and there are a lot of things going on. No one person on City Council that can make it happen, has to be a collaborative effort of everyone in the community." Moegerle, "Another thing I heard was going out and recruiting businesses to come to your community. There is another spectrum of what we can do. But also to engage the public involvement in that."

#### Park Capital Improvement Plan

Davis explained the City of East Bethel Parks Commission adopted a Parks and Trails Capital Improvements Plan for 2013-2015 at their May 9, 2012 meeting. This plan identified a number of capital projects that should be completed at numerous City parks. From this draft of projects, funding recommendations and revenue projections were developed to produce a prioritized schedule for improvements for the planning period.

The Parks and Trails Capital Improvement Plan have factored in the major downturn in the housing and credit markets that has occurred over the past 5 years. A significant portion of the funding required to complete a number of these projects are generated by the park and trail dedication fees charged as a part of the development process. No additional funds from these fees are anticipated through the remainder of 2012 or projected for 2013.

Commitment to this plan requires the dedication of resources only for 2013. Projects beyond 2013 are identified and prioritized by the Parks Commission to provide Council with recommendations for improvements in 2014 and 2015. Commitment to the 2013 projects is required as part of the 2013 budget process finalized in 2012. Projects beyond 2013 will be addressed in future budget years. This provides the necessary lead time to prepare final plans, specifications and presentations before Council for the following years improvements.

Adoption of this plan for improvements would result in expenditures estimated at \$550,000 over the planning period, 2013-2015. The cost of these improvements would be funded with the projected revenues from General Fund transfers, Park Dedication Fees and Trail Dedication Fees estimated at \$615,000.

Staff is recommending the approval of the 2013-2015 Parks and Trails CIP and the projects as listed for 2013 implementation.

**Voss made a motion to approve the 2013-2015 Parks and Trails Capital Improvement Plan and the projects as listed for 2013 implementation. Lawrence seconded.**

DeRoche, "I am curious how much money is in the Parks Dedication Fund and how much does the city put in?" Davis, "The Parks Capital Fund balance at the end of the year will be \$0. Those funds will be spent down on a 2012 project. \$100,000 that would fund the 2013 projects would be a transfer from the city. The other \$100,000 would be funded by Park Dedication Fees. The Trails Fund has a beginning balance of \$140,000, there are no dedication fees, and it will be recommended to transfer \$5,000 to keep that active and no projects are projected. DeRoche, "Who owns the building at Whispering Aspen?" Davis, "The city owns the building and Mr. Mundle has exclusive office rights until the project is fully platted out." Moegerle, "How many houses has Mr. Mundle built this year? I thought he was going to be building five this year. Has he pulled those permits yet?" Davis, "He has built one".

Moegerle, "How much park dedication fees do we get? I am looking at the agreement right now and I don't see that." Davis, "Actually we don't get any, it was in the purchase agreement that those fees had already been paid for that property."

DeRoche, "So any playground equipment it is the cities responsibility to replace once it gets worn out or people get bored with it? I haven't been up there so I don't know what the equipment looks like, and it is one thing if it is unsafe." Davis, "This would be new equipment; there is no playground equipment there. Currently there are two tennis courts and a basketball court. This is an area that is the second highest density in the city population wise." Moegerle, "What is the first?" Davis, "Coon Lake Beach." Moegerle, "And they got used playground equipment." Davis, "You are correct, but there were several other improvements were made at that time."

DeRoche, "I am looking at \$100,000 General Fund transfer. And we haven't finished doing the budget yet, so we are not quite sure where things are at. We do have some expenditures coming up. It makes me a little nervous. Maybe it is okay to do the \$100,000 this year, but at some point we are going to have to sit down and say, "You know what, there were some decisions made and we are obligated to certain expenditures. We have to start taking away from something to take care of things that have to be paid."

Davis, "This is the plan we approve and it is for budgetary purposes. What that means is we are going to plug \$100,000 into the preliminary budget for Council's consideration. Council

can always not approve this once it comes before us in September for approval or even the final budget in December.” DeRoche, “That is fine, but I don’t want people to get false hopes. It is always a lot easier to be more conservative than it is to give something and then say, “Oh now I have to take it back from you.” People need to get a handle on what kind of situation the city is in. Davis, “We do have a preliminary budget prepared and including this, it doesn’t include an increase in taxes. The playground equipment at Whispering Aspen, it is a fairly dense population area. Hopefully there will be some growth in there along with development in the out parcels. We talk about parks and some of them are underused and this is this is one thing we are going to have to address in future. To make sure those that aren’t being utilized to their maximum potential or not serving a purpose are either reclassified to other uses and expenditures in them lowered. But also we have to address these situations where there is the need and benefit for the implementation for the work.

DeRoche, “I realize this contract was already done. But has the city asked Mr. Mundle if he is interested in helping with putting the playground equipment in? It is his development, he is going to put the houses up, and he is going to make money off the houses.” Davis, “He has not been approached. This park does serve other areas. It serves about 200 homes or units. About half of these are in Castle Towers. About 42 are in Whispering Aspen and the rest are on Fillmore, Skylark and Allen.” Voss said this is a city park. Davis, “Yes, this is a city park.” Moegerle, “But it just doesn’t have playground equipment.” What does \$42,000 worth of playground equipment cover?” Ayshford, “That will cover the installation of playground equipment and edging and safety material. Usually a swing set and modular structure. I think the reason the Park Commission looked at this area is because of the smaller lots, so they don’t have as much room for the kids to play. Also, people had expressed interest when renting the community center in having a place for kids to go outside and play.”

Moegerle, “Where is Whispering Oaks?” Davis explained. Voss said if he recalls right, that is the last park that the residents actually built. Lawrence, “That one is pretty heavily used, isn’t it?” Voss said it used to be that the residents would build their own park. Moegerle, “Is that equipment unsafe or is it just age?” Ayshford, “Some of it. Some of it would remain. It still has the old pea gravel surface. They are trying to get away from that.” DeRoche, “What are they going to?” Ayshford, “Wood mulch. That is what we are using. Some other cities are using chopped up rubber material.” Davis, “The equipment at Whispering Oaks is not unsafe. We do an annual inspection on these. They have passed their useful life. From an economic development standpoint need to make sure we maintain the parks in a very pristine condition and make sure we maintain the standards we are trying to achieve. This equipment is very, very old and outdated. Even though it is safe, there is rust that is beginning to appear. It is galvanized stuff.

**All in favor, motion carries.**

**Road Capital Improvement Plan**

Davis explained the Streets Capital Improvement Plan was developed by the Roads Commission to prioritize street improvement projects over the next five years. The Commission has examined current economic conditions and factored this information into the projections of this report. The Roads Commission adopted the 2013-2017 Streets Capital Improvement Plan at their May 8, 2012 meeting. The plan is presented in the attachments to this report.

Funding for these projects assumes a continued annual minimum General Fund transfer of \$425,000 to the Street Capital Fund and \$539,836 from annual Municipal State Aid Funding.

Commitment to this plan requires the dedication of resources for 2013. Projects beyond 2013 are identified and prioritized by the Roads Commission to provide Council with recommendations for improvements from 2014 through 2017. Commitment to projects beyond 2013 would be considered as part of subsequent years budgets.

The estimated cost of the Street Capital Projects in 2013 is \$480,300 and \$1,688,968 for the MSA Projects. These amounts are available from dedicated resources in the Street Capital Fund and Municipal State Aid Fund respectively. On MSA this fund is predicated on us advance funding for up to four years, which is eligible under the program. We can advance up to four times the project costs or up to \$3,000,000. These are priority projects that need to be done and we don't have any real pressing projects after those. If this is approved, we won't be able to essentially do any projects until 2017.

DeRoche, "Weren't we looking at trying to get Longfellow changed to MSA?" Davis, "Yes that is projected for next year."

Staff recommends approval of the 2013-2017 Streets CIP.

**Voss made a motion to approve the 2013-2017 Streets Capital Improvement Plan. Moegerle seconded; all in favor, motion carries.**

Council  
Reports –  
DeRoche

DeRoche, "The 4<sup>th</sup> of July has come and gone. There were a lot of boats on Coon Lake. Coon Lake is definitely the attraction, 75 to a 100 boats and the fireworks went off to about midnight. The parade was toned down this year because of the balloon factor. There have been a lot of drownings, so if you are going out on a lake put your life jacket on. And with this heat, be careful; make sure you drink a lot of electrolytes."

Council  
Reports –  
Moegerle

Moegerle, "The LMC Conference was very valuable. I went to the Cedar Creek Bio Blitz event at the National Landmark. It was very educational and got to know more of the details on what they do on global warming.

The EDA met last Wednesday on the issue of vision. The EDA agreed we need more businesses. Since then I have heard from at least three individuals and they talked about how the city needs to go out and recruit businesses to come. That is another thing that Jack can do, but we are getting very, very thin on how many hats he can wear. Recruitment is pretty important.

I asked Rita about the issue of ERUs. Because the infrastructure project was started with the intention that we would get a grocery store here, and then we would get additional businesses. It was built so we would have a grocery store, and a grocery store would be here sooner or later and we will probably know more about that by the end of the year. My question is where are additional ERU connections going to come from? And I asked Rita if in 2016 which is the year we owe the 1.5 million dollars, what if nobody comes? And she said, "\$2,530,000 in the hole." So where is that contingency money going to come from. We need to be recruiting. If we recruit Culvers to build a burger stand, by the time they buy land, build and open shop, and connect up for the ERUs how much further down the road are we going to be? And how are we going to make that payment in time for 2016.

I would like to spend more time working on ordinances and policies, so that when people do hook up to the infrastructure we know what concessions, if any, are we going to make for them when they come. When can we start working on these things?" Davis, "Your question

is very germane. This is something we should have started working on last year. We should have policies in place for those like we had tonight. We are working on a water and sewer ordinance that will address things such as connections. But we need to work on policies regarding incentives or aids to assist businesses with locating in East Bethel.”

DeRoche, “I think what has to happen is we need to have work sessions with Council Members there to work these things out. By the time staff does the write-up and we get a packet on Friday, there is not enough information or a whole lot of time to make a decision on Wednesday. If a situation or idea comes up, we have to have a work session as a Council and look at things and toss them around. Other than doing it up behind these five foot desks.” Moegerle, “Can we have work meetings before the Council meetings?” Davis, “We will be having work meetings for the budget. Sometimes you just need a special meeting because of the amount of time you need to review. Smaller items we could schedule before a Council meeting. We will and are in the process of accelerating all these things to meet the demands.”

Council  
Reports –  
Voss

Voss asked about the budget. He said usually we see the preliminary budget the beginning of June. Davis, “That has traditionally been the first week of July. I will have preliminary information to you in the update and then will deliver the budget to you via the CSO the beginning of next week.”

Council  
Reports -  
Lawrence

Lawrence, “I have gotten some calls about a property and the lawn not being cut. One house that is an eyesore to some people.” Davis, “We do have certain powers under our nuisance ordinance to deal with this. We have done compliance letters and they have until July 2<sup>nd</sup> to take care of this.”

Adjourn

**DeRoche made a motion to adjourn at 8:55 PM. Voss seconded; all in favor, motion carries.**

Attest:

Wendy Warren  
Deputy City Clerk

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

**RESOLUTION NO. 2012-35**

**RESOLUTION ACCEPTING DONATION FROM  
RACHEL PETERSON AND FRIENDS**

**WHEREAS**, the City of East Bethel has received donations for the renovation of the school house that was relocated to Booster East Park in 2010.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** the City hereby acknowledges and accepts the donation in the amount of \$85 from Rachel Peterson and friends.

**BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL THAT:** the City Council of the City of East Bethel expresses its thanks and appreciation to Rachel Peterson and friends for the contribution of \$85 to the City for renovation of the school house.

Adopted this 18<sup>th</sup> day of July, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Richard Lawrence, Mayor

ATTEST:

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Jack Davis, City Administrator

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

**RESOLUTION NO. 2012-36**

**RESOLUTION ACKNOWLEDGING MARK AND CARLA BODA  
FOR THEIR ADOPTION OF CARLISE PARK**

**WHEREAS**, the City of East Bethel is responsible for the overall maintenance of the East Bethel Park System; and

**WHEREAS**, the Adopt-A-Park Program provides an opportunity for community organizations, residents, and businesses to become involved in a commitment to their City park system; and

**WHEREAS**, the City of East Bethel recognizes the extraordinary efforts required from the community organizations, residents, and businesses and the potential economic savings to the City based on these efforts.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** the City Council of the City of East Bethel expresses its thanks and appreciation to Mark and Carla Boda for their commitment to help maintain Carlise Park as part of the Adopt-A-Park Program.

Adopted this 18th day of July, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Richard Lawrence, Mayor

ATTEST:

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Jack Davis, City Administrator



To: City of East Bethel  
2241 221<sup>st</sup> Avenue N.E.  
East Bethel, MN 55011

Date: 07/11/12

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution by the City of East Bethel, hereinafter called the BUYER and an officer of Rosenbauer Minnesota LLC, a division subsidiary of Rosenbauer America, hereinafter called the COMPANY, the following apparatus and equipment:

One (1) Rosenbauer Heavy Duty EXT Rear Mount Pumper Body	\$226,118.00
One (1) Rosenbauer Commander 611 Custom Chassis	<u>\$161,229.00</u>
<b>TOTAL ...</b>	<b>\$387,347.00**</b>

**Three Hundred Eighty Seven Thousand Three Hundred Forty Seven Dollars and 00/100.**

**If both the Commander Chassis pumper and the IHC pumper are purchased at the same time deduct a total of an additional \$7,600.00 off of the two contract agreements added together.**

All of which are to be built in accordance with the specifications and drawing attached which are made a part of this agreement and contract. Total contract price includes required HGAC interlocal agreement fee and an apparatus familiarization class on an agreed upon day between manufacturer and East Bethel FD after unit is delivered.

**\*\*CHASSIS IS TO BE PROGRESS PAID FOR IN THE AMOUNT SHOWN ABOVE UPON ITS COMPLETION AND ARRIVAL AT THE APPARATUS MANUFACTURERS FACILITY OR ADDITIONAL INTEREST CHARGES WILL APPLY.**

**Delivery:** The estimated delivery time for the completed apparatus, is to be made 330-360 calendar days after receipt of and approval of this contract duly executed, (Chassis must arrive within 180 days or delivery may be delayed) subject to all causes beyond the Company's control. The quoted delivery time is based upon our receipt of the specified materials required to produce the apparatus in a timely manner. The Company can not be held responsible for delays due to Acts of God, Labor Strikes, or Changes in Governmental Regulations that result in delayed delivery to our manufacturing facilities of these specified materials. This delivery estimate is based on the Company receiving complete and accurate paperwork from the Buyer and that no major changes take place during pre-construction, mid point inspections or final inspections. Changes required or requested by the Buyer during the construction process may be cause for an increase in the number of days required to build said apparatus.

**Payment Terms:** Final payment for the apparatus shall be made at time of final inspection and pick up of the completed vehicle. It is the responsibility of the Buyer to have full payment ready when the apparatus is complete and ready to pick up. If payment is delayed or delivery is delayed pending payment, a daily finance and storage fee may apply. Upon pick up of the apparatus by the Buyer, Buyer agrees to provide all liability and physical damage insurance. It is further agreed that if on delivery and test, any defects should develop, the Company shall be given reasonable time to correct same. Guarantee of the chassis is subject to the guarantee of the chassis manufacturer.

Respectfully submitted,

**BUYER**

**BIDDER** **GENERAL SAFETY FIRE APPARATUS INC.**

We accept the above Proposal and enter into contract with signature below.

Dealer \_\_\_\_\_  
Dealership Principal

\_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

After company receipt of this document signed by the Buyer, the document will be reviewed and upon approval, countersigned by the Company putting the document in force.

**ROSENBAUER MINNESOTA LLC.**

\_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_



To: City of East Bethel  
2241 221<sup>st</sup> Avenue N.E.  
East Bethel, MN 55011

Date: 07/11/12

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution by the City of East Bethel, hereinafter called the BUYER and an officer of Rosenbauer Minnesota LLC, a division subsidiary of Rosenbauer America, hereinafter called the COMPANY, the following apparatus and equipment:

One (1) Rosenbauer Heavy Duty EXT Aluminum Body	\$179,165.00
One (1) IHC Navistar 7400 4 Door 2 Wheel Drive chassis	\$ 90,800.00
<b>TOTAL ...</b>	<b>\$269,965.00**</b>

**Two Hundred Sixty Nine Thousand Nine Hundred Sixty Five Dollars and 00/100.**

**If both the Commander Chassis pumper and the IHC pumper are purchased at the same time deduct a total of an additional \$7,600.00 off of the two contract agreements added together.**

All of which are to be built in accordance with the specifications and drawing attached which are made a part of this agreement and contract. Total contract price includes required HGAC interlocal agreement fee and an apparatus familiarization class on an agreed upon day between manufacturer and East Bethel FD after unit is delivered.

**\*\*CHASSIS IS TO BE PROGRESS PAID FOR IN THE AMOUNT SHOWN ABOVE UPON ITS COMPLETION AND ARRIVAL AT THE APPARATUS MANUFACTURERS FACILITY OR ADDITIONAL INTEREST CHARGES WILL APPLY.**

**Delivery:** The estimated delivery time for the completed apparatus, is to be made 330-360 calendar days after receipt of and approval of this contract duly executed, (Chassis must arrive within 180 days or delivery may be delayed) subject to all causes beyond the Company's control. The quoted delivery time is based upon our receipt of the specified materials required to produce the apparatus in a timely manner. The Company can not be held responsible for delays due to Acts of God, Labor Strikes, or Changes in Governmental Regulations that result in delayed delivery to our manufacturing facilities of these specified materials. This delivery estimate is based on the Company receiving complete and accurate paperwork from the Buyer and that no major changes take place during pre-construction, mid point inspections or final inspections. Changes required or requested by the Buyer during the construction process may be cause for an increase in the number of days required to build said apparatus.

**Payment Terms:** Final payment for the apparatus shall be made at time of final inspection and pick up of the completed vehicle. It is the responsibility of the Buyer to have full payment ready when the apparatus is complete and ready to pick up. If payment is delayed or delivery is delayed pending payment, a daily finance and storage fee may apply. Upon pick up of the apparatus by the Buyer, Buyer agrees to provide all liability and physical damage insurance. It is further agreed that if on delivery and test, any defects should develop, the Company shall be given reasonable time to correct same. Guarantee of the chassis is subject to the guarantee of the chassis manufacturer.

Respectfully submitted,

**BUYER**

**BIDDER** **GENERAL SAFETY FIRE APPARATUS INC.**

We accept the above Proposal and enter into contract with signature below.

Dealer \_\_\_\_\_  
Dealership Principal

\_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Title \_\_\_\_\_

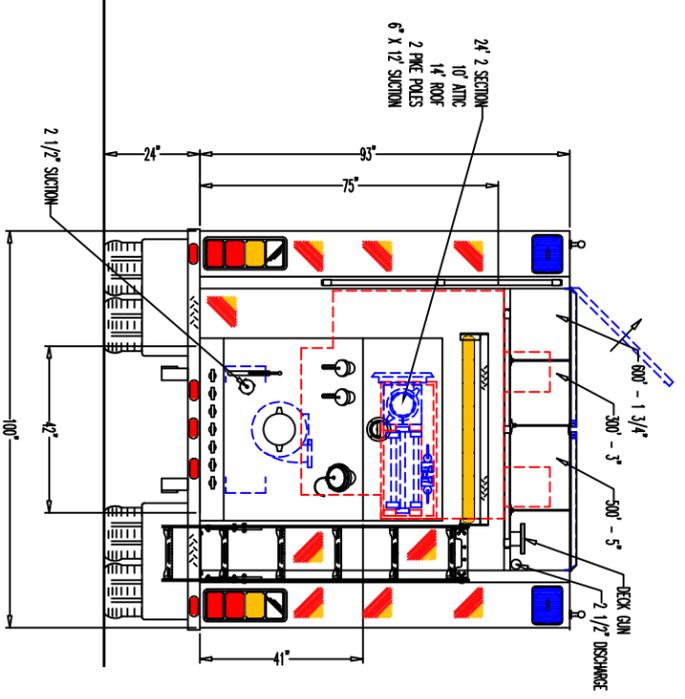
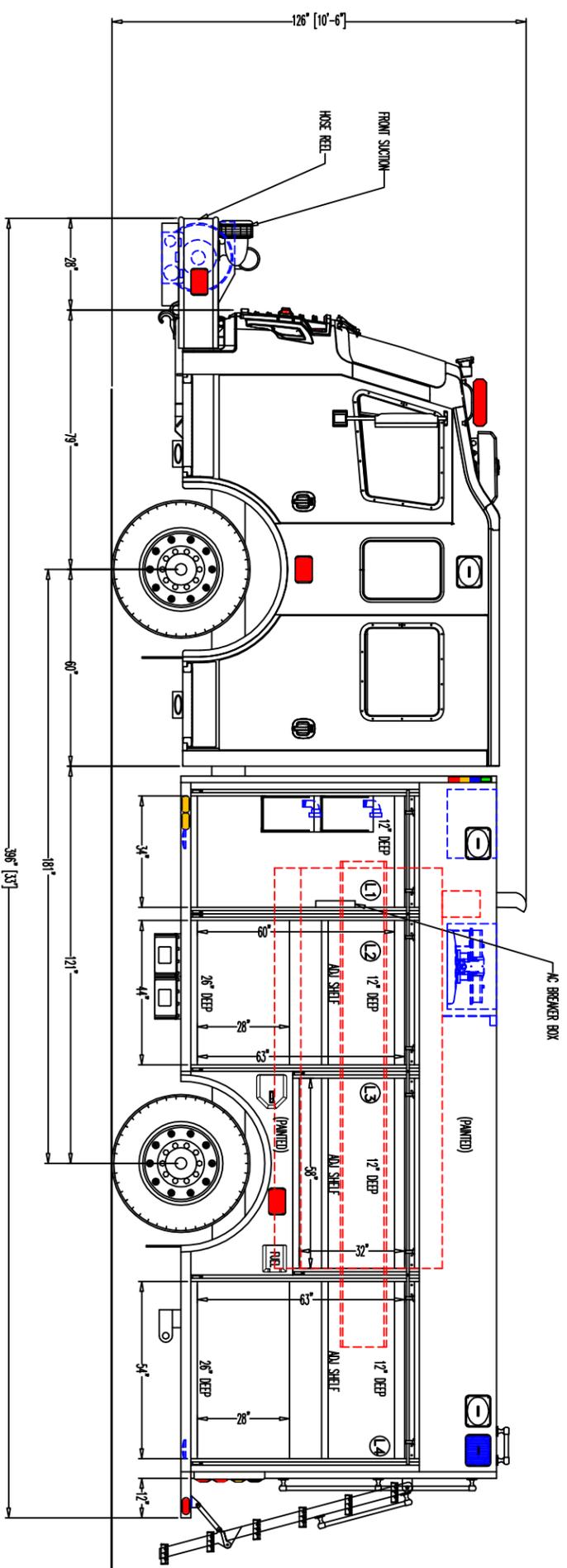
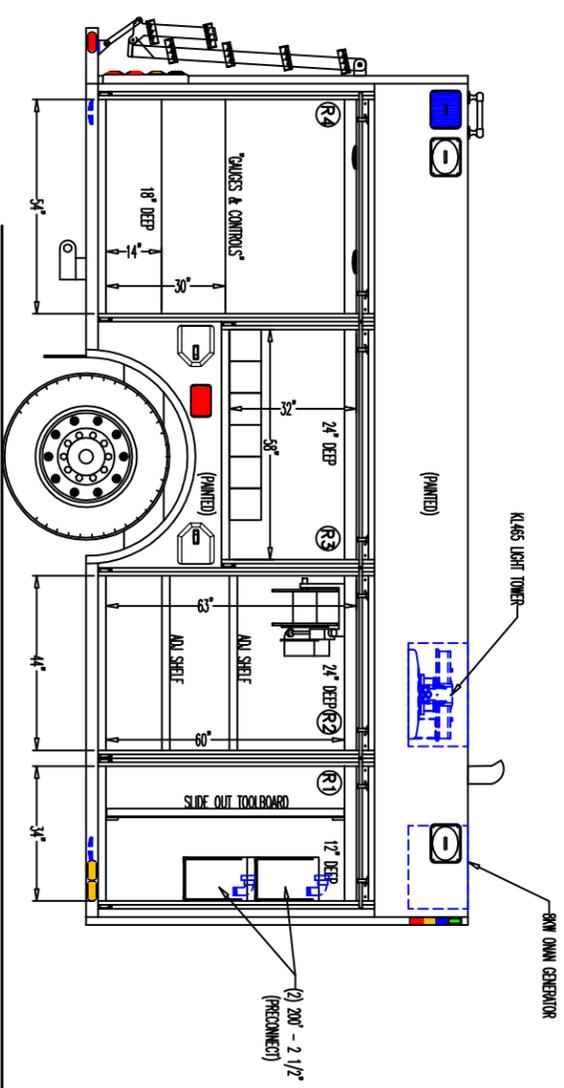
\_\_\_\_\_ Date \_\_\_\_\_

After company receipt of this document signed by the Buyer, the document will be reviewed and upon approval, countersigned by the Company putting the document in force.

**ROSENBAUER MINNESOTA LLC.**

\_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_



- NOTES:
1. OVERALL HEIGHT IS IN LOADED CONDITION. UNLOADED HEIGHTS MAY BE 4" ABOVE HEIGHTS SHOWN.
  2. DO NOT SCALE DRAWING.
  3. ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO ENGINEERING CHANGES.
  4. DRAWING MAY OR MAY NOT SHOW ALL ITEMS AS DESCRIBED IN THE WRITTEN DETAIL SPECIFICATIONS.
  5. INCLUSION OF AN ITEM ON THE DRAWING DOES NOT CONSTITUTE INCLUSION OF THAT ITEM WITH THE FINAL DELIVERED UNIT.

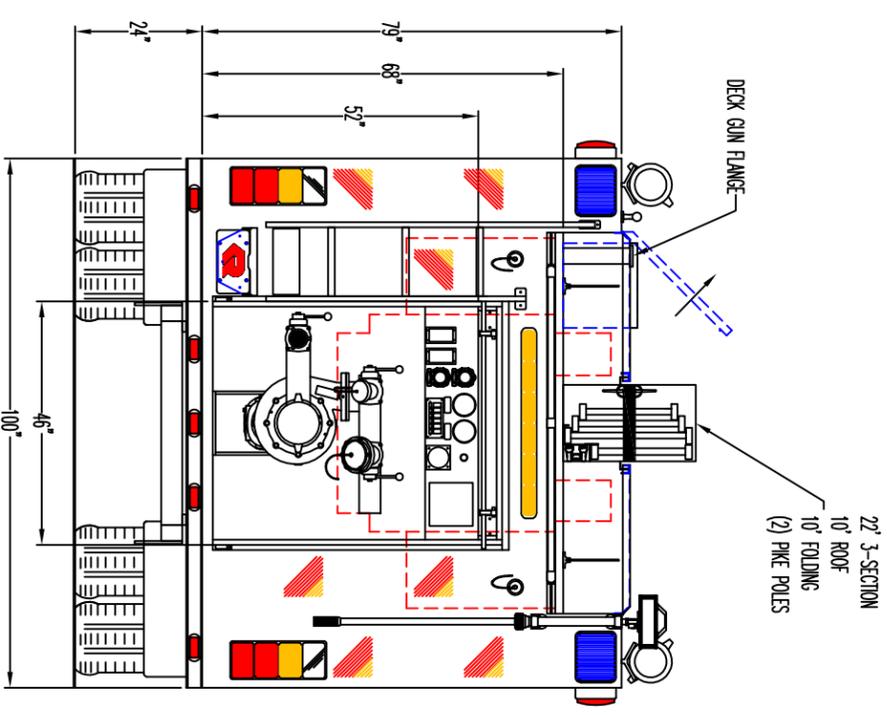
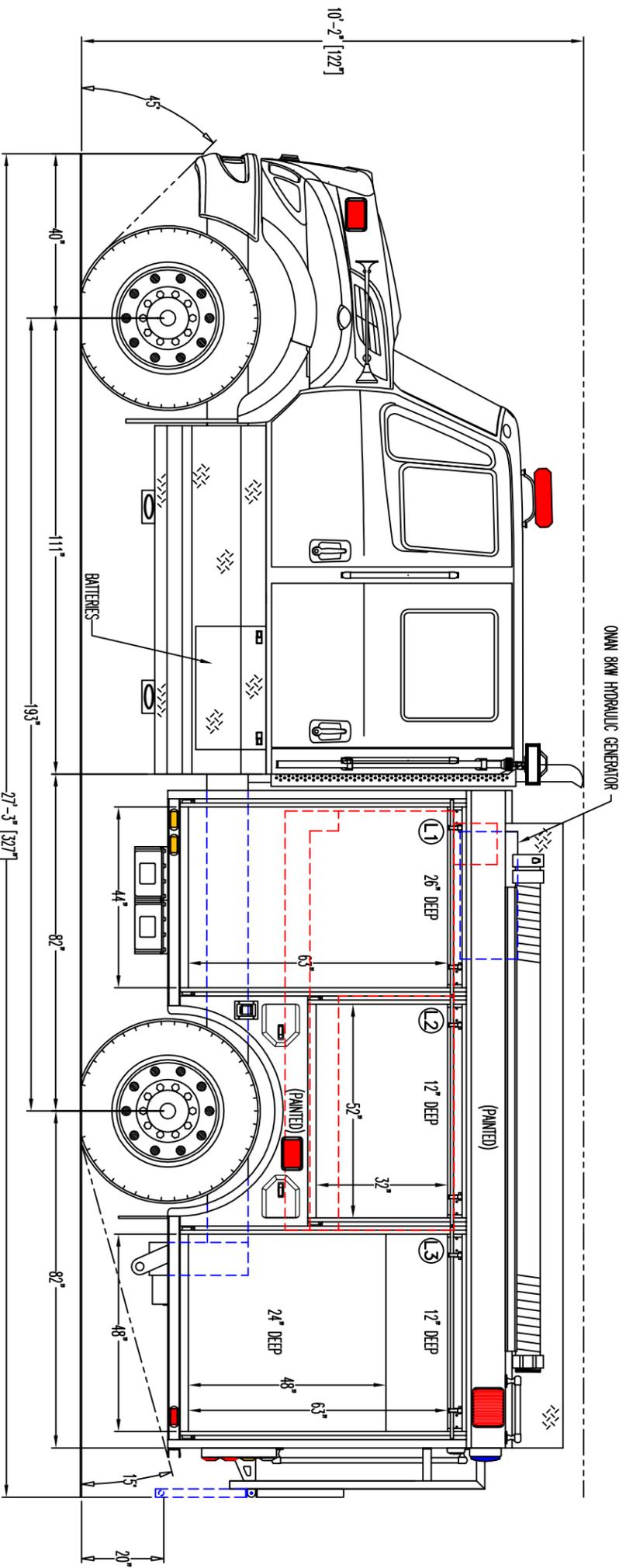
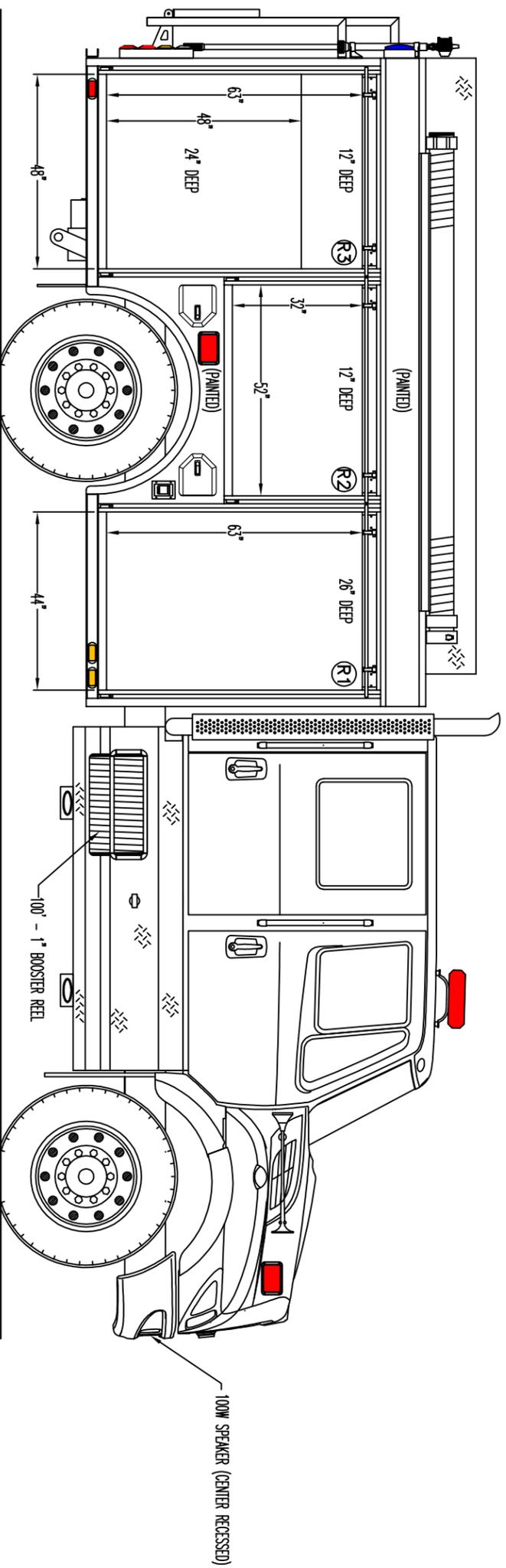
REVISED -	DATE -
REFERENCE -	DATE -
DRAWN -	DATE: 05/30/2012

APPROVED BY:	MAXIMUM HEIGHT	NONE	TANK: POLY 1000/30 FOAM
	MAXIMUM LENGTH	NONE	TYPE: PUMPER
	BODY WIDTH	100"	AERIAL: N/A

-PROPOSED-  
**EAST BETHEL**

ROSENBAUER EXT  
DRAWING NUMBER: P4796  
REV: 01

PROPRIETARY AND CONFIDENTIAL  
THE INFORMATION CONTAINED IN THIS DRAWING IS THE PROPERTY OF ROSENBAUER. NO REPRODUCTION IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF ROSENBAUER IS PROHIBITED.



- NOTES:
1. OVERALL HEIGHT IS IN LOADED CONDITION. UNLOADED HEIGHTS MAY BE 4" ABOVE HEIGHTS SHOWN.
  2. DO NOT SCALE DRAWING.
  3. ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO ENGINEERING CHANGES.
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  5. INCLUSION OF AN ITEM ON THE DRAWING DOES NOT CONSTITUTE INCLUSION OF THAT ITEM WITH THE FINAL DELIVERED UNIT.

REVISED: -	DATE: -
REVISION: -	DATE: -
DRAWN: DTW	DATE: 04/24/2012

APPROVED BY:	CHASSIS: IHC 7400 4DR 4X2 SBA
MAXIMUM HEIGHT	PUMP: WATEROUS CXK 1250 GPM
MAXIMUM LENGTH	TANK: POLY 750/30(FOAM)
BODY WIDTH	TYPE: REARMOUNT PUMPER
	AERIAL: (N/A)

**-PROPOSED-**

**EAST BETHEL**

ROSENBAUER EXT7

DRAWING NUMBER: P4754

REV: 02



ROSENBAUER EXT7  
DRAWING NUMBER: P4754  
REV: 02

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

**RESOLUTION NO. 2012-37**

**RESOLUTION ACCEPTING WORK**

**WHEREAS**, pursuant to a written contract signed with the City on November 16, 2009, Dresel Contracting, Inc. of Chisago City, Minnesota has satisfactorily completed the Wild Rice Drive Reconstruction Project in accordance with such contract,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:**

The work completed under said contract is hereby accepted and approved, and that the City Administrator and Mayor are authorized to issue a proper order for the final payment on such contract, taking the Contractor's receipt in full.

Adopted this 18<sup>th</sup> day of July, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Richard Lawrence, Mayor

ATTEST:

---

Jack Davis, City Administrator

**FINAL PAYMENT  
CITY OF EAST BETHEL  
Wild Rice Drive Reconstruction Project**

Date: November 16, 2011

Honorable Mayor & City Council  
City of East Bethel  
2241 221st Avenue NE  
East Bethel, MN 55011

RE: Wild Rice Drive Reconstruction Project

Contractor: Dresel Contracting, Inc.  
Award Date: September 23, 2009  
Completion Date: July 30, 2010

Dear Honorable Mayor and Council Members:

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

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	MOBILIZATION	LUMP SUM	\$42,500.00	1.00	\$ 42,500.00
2	CLEARING	ACRE	\$1,100.00	1.60	\$ 1,760.00
3	CLEARING	TREE	\$55.00	46	\$ 2,530.00
4	GRUBBING	ACRE	\$1,100.00	1.25	\$ 1,375.00
5	GRUBBING	TREE	\$55.00	46	\$ 2,530.00
6	REMOVE PIPE CULVERTS	LIN FT	\$5.00	770	\$ 3,850.00
7	REMOVE RETAINING WALL	LIN FT	\$10.00	18	\$ 180.00
8	REMOVE CONCRETE PAVEMENT	SQ YD	\$3.00	162	\$ 486.00
9	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$1.20	22,308	\$ 26,769.60
10	REMOVE CONCRETE APRON	EACH	\$50.00	1	\$ 50.00
11	REMOVE SEPTIC TANK	EACH	\$500.00	1	\$ 500.00
12	REMOVE SIGN	EACH	\$31.00	24	\$ 744.00
13	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$5.00	64	\$ 320.00
14	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$4.00	580	\$ 2,320.00
15	SALVAGE FENCE	LIN FT	\$6.00	244	\$ 1,464.00
16	SALVAGE SIGN	EACH	\$31.00	2	\$ 62.00
17	COMMON EXCAVATION (P)	CU YD	\$4.60	20,345	\$ 93,587.00
18	MUCK EXCAVATION	CU YD	\$4.85	14,466	\$ 70,160.10
19	GRANULAR BORROW (LV)	CU YD	\$0.01	15,098	\$ 150.98
20	DEWATERING	LUMP SUM	\$1.00	1	\$ 1.00
21	HAUL & STOCKPILE EXCESS MATERIAL (LV)	CU YD	\$1.00	9,547	\$ 9,547.00
22	WOOD CHIPS (LV)	CU YD	\$65.00		\$ -
23	AGGREGATE BASE CLASS 5	TON	\$9.60	8,532	\$ 81,907.20
24	MILL BITUMINOUS SURFACE (2")	SQ YD	\$30.00	118.3	\$ 3,549.00
25	BITUMINOUS PAVEMENT RECLAMATION	SQ YD	\$1.50	1,973	\$ 2,959.50
26	TYPE MV 3 WEARING COURSE MIXTURE (B)	TON	\$52.40	4,361	\$ 228,516.40
27	TYPE MV 3 NON WEARING COURSE MIXTURE (B)	TON	\$48.70	3,738	\$ 182,040.60
28	CONCRETE FLUME	EACH	\$500.00	7	\$ 3,500.00
29	15" CS PIPE CULVERT	LIN FT	\$21.00	471	\$ 9,891.00
30	24" CS PIPE CULVERT	LIN FT	\$40.00	40	\$ 1,600.00
31	15" GS PIPE APRON	EACH	\$225.00	28	\$ 6,300.00
32	24" GS PIPE APRON	EACH	\$450.00	2	\$ 900.00
33	15" RC PIPE APRON	EACH	\$425.00	9	\$ 3,825.00
34	18" RC PIPE APRON	EACH	\$500.00	3	\$ 1,500.00
35	21" RC PIPE APRON	EACH	\$575.00	4	\$ 2,300.00

**FINAL PAYMENT  
CITY OF EAST BETHEL  
Wild Rice Drive Reconstruction Project**

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
36	24" RC PIPE APRON	EACH	\$650.00	6	\$ 3,900.00
37	18" RC SAFETY APRON	EACH	\$650.00	2	\$ 1,300.00
38	TRASH GUARD FOR 15" PIPE APRON	EACH	\$300.00	3	\$ 900.00
39	TRASH GUARD FOR 18" PIPE APRON	EACH	\$350.00	3	\$ 1,050.00
40	TRASH GUARD FOR 21" PIPE APRON	EACH	\$400.00	2	\$ 800.00
41	15" RC PIPE SEWER DESIGN 3006, CL V	LIN FT	\$19.00	1,082	\$ 20,558.00
42	18" RC PIPE SEWER DESIGN 3006, CL III	LIN FT	\$22.00	492	\$ 10,824.00
43	21" RC PIPE SEWER DESIGN 3006, CL III	LIN FT	\$26.00	477	\$ 12,402.00
44	24" RC PIPE SEWER DESIGN 3006, CL III	LIN FT	\$38.00	168	\$ 6,384.00
45	SEPTIC TANK	EACH	\$9,500.00	1	\$ 9,500.00
46	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48 - 4020	LIN FT	\$215.00	39.47	\$ 8,486.05
47	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LIN FT	\$350.00	2.81	\$ 983.50
48	CONSTRUCT DRAINAGE STRUCTURE DESIGN N	LIN FT	\$210.00	14.42	\$ 3,028.20
49	CASTING ASSEMBLY	EACH	\$425.00	12	\$ 5,100.00
50	RANDOM RIPRAP CLASS III	CU YD	\$50.00	62.6	\$ 3,130.00
51	SIDEWALK	SQ FT	\$7.00	96	\$ 672.00
52	CONCRETE CURB & GUTTER DESIGN B418	LIN FT	\$10.25	3,451	\$ 35,372.75
53	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$40.00	196.6	\$ 7,864.00
54	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$50.00	55.4	\$ 2,770.00
55	PEDESTRIAN CURB RAMP	EACH	\$525.00	1	\$ 525.00
56	MAILBOX SUPPORT	EACH	\$125.00	24	\$ 3,000.00
57	LANDSCAPE EDGER	LIN FT	\$10.00		\$ -
58	GUIDE POST TYPE B	EACH	\$51.00	26	\$ 1,326.00
59	TRAFFIC CONTROL	LUMP SUM	\$10,000.00	1.00	\$ 10,000.00
60	SIGN PANELS TYPE C	SQ FT	\$33.00	330.0	\$ 10,890.00
61	SIGN PANELS TYPE D	SQ FT	\$36.00	101.9	\$ 3,668.40
62	CONIFEROUS TREE 4' HT B&B	TREE	\$250.00	10	\$ 2,500.00
63	DECIDUOUS TREE 4' HT B&B	TREE	\$250.00		\$ -
64	CONIFEROUS SHRUB 2' HT CONT	SHRUB	\$200.00	7	\$ 1,400.00
65	SILT FENCE, TYPE MACHINE SLICED	LIN FT	\$1.10	6,164	\$ 6,780.40
66	STORM DRAIN INLET PROTECTION	EACH	\$75.00		\$ -
67	FILTER LOG TYPE STRAW BIOROLL	LIN FT	\$1.00	665	\$ 665.00
68	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$500.00	2	\$ 1,000.00
69	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	\$1.25	4,673	\$ 5,841.25
70	EROSION STABILIZATION MAT CLASS 2	SQ YD	\$5.00	140	\$ 700.00
71	TURF ESTABLISHMENT	ACRE	\$600.00	10.05	\$ 6,030.00
72	4" SOLID LINE WHITE - EPOXY	LIN FT	\$0.20	14,189	\$ 2,837.80
73	4" DOUBLE SOLID LINE YELLOW - EPOXY	LIN FT	\$0.41	6,799	\$ 2,787.59
74	24" STOP LINE WHITE - EPOXY	LIN FT	\$7.25	35	\$ 253.75

TOTAL WORK COMPLETED TO DATE	<b>\$ 984,905.07</b>
LESS PAY ESTIMATE #1:	<b>\$ 85,399.87</b>
LESS PAY ESTIMATE #2:	<b>\$ 282,606.38</b>
LESS PAY ESTIMATE #3:	<b>\$ 480,378.78</b>
LESS PAY ESTIMATE #4:	<b>\$ 82,175.38</b>
LESS PAY ESTIMATE #5:	<b>\$ 39,165.94</b>
WE RECOMMEND PAYMENT OF:	<b>\$ 15,178.72</b>

**FINAL PAYMENT  
CITY OF EAST BETHEL  
Wild Rice Drive Reconstruction Project**

Please verify the amount of previous payments, and the receipt of the following items prior to making payment.

1. Certificate of claims payment (lien waiver).
2. Affidavit of payment of state taxes (MN State Tax Form IC 134).
3. Letter of consent from surety firm.

**APPROVALS:**

**CONTRACTOR: DRESEL CONTRACTING, INC.**

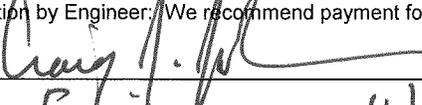
Certification by Contractor: I certify that all items and amounts are correct for the work completed to date.

Signed: 

Title: President Date 5/24/2012

**ENGINEER: HAKANSON ANDERSON ASSOCIATES, INC.**

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

Signed: 

Title: City Engineer Date 11/16/11

**OWNER: CITY OF EAST BETHEL**

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

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



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

July 18, 2012

\*\*\*\*\*

**Agenda Item Number:**

Item 7.0 C.1

\*\*\*\*\*

**Agenda Item:**

DNR – Beaverbrook Wildlife Management Area Land Acquisition

\*\*\*\*\*

**Requested Action:**

Consider approving Resolution 2012-38 Approving the Sale of 44.97 Acres of Land in the City of East Bethel to the Minnesota Department of Natural Resources to Become Part of the Beaverbrook State Wildlife Management Area

\*\*\*\*\*

**Background Information:**

The DNR is interested in purchasing the William Gombold property on Klondike Drive. This acquisition is intended to become part of the proposed Beaverbrook State Wildlife Management Area.

In the late 1970's, DNR was approached by the Beaverbrook Sportsman's Club to sell or convey property to DNR to generate revenues for debt retirement purposes. That event initiated the concept of a Beaverbrook WMA Project Proposal to document an approach and potentially assemble any future land ownership in which DNR might have interest, including existing DNR Trust Lands, County lands, or other properties, some of which are now the Sandhill Crane Natural Area. However, no lands were ever purchased for this project.

Because Mr. Gombold's land is adjacent to the existing Beaverbrook WMA project designated area, it simplified the process for the DNR to create this as an addition to the project. The DNR has emphasized that the Beaverbrook WMA is a concept and adding tracts 9 – 14 to the original proposal (Supplemental Acquisition Map attachment identifies these properties) would be dependent on future funding and willingness of the adjoining property owners to sell . The owners of tracts 13 and 14, as shown on the attached location map, have expressed interest in selling their land to DNR if the DNR is successful in acquiring the Gombold property.

The DNR has an "in lieu of tax" payment to the County, of which an amount is distributed to the cities by the County. The formula for calculating these amounts is somewhat complex and is listed in the attachment that references the state statute on this matter. Total taxes payable on this property in 2012 are \$2,502 with the share received by the City being approximately \$825. At this time it is undetermined the net difference between what the City currently receives in taxes as opposed to a payment in lieu of taxes.

The City would expect the dedication of right of way and drainage easements as indicated on the attached Right of Way and Easement Map from the DNR as a condition of support for this purchase.

**Attachment(s):**

- 1. Beaverbrook WMA Plat Map
- 2. Beaverbrook WMA Aerial Map
- 3. Beaverbrook WMA Land Cover Map
- 4. Beaverbrook Location Map
- 5. Beaverbrook Supplemental Acquisition Map
- 6. Beaverbrook Right of Way and Easement Map
- 7. Beaverbrook Land Purchase Resolution

\*\*\*\*\*

**Fiscal Impact:**

To be determined

\*\*\*\*\*

**Recommendation(s):**

Staff has no objections to the purchase of this property by the DNR and recommends the approval of the resolution 2012-38 provided the DNR grants the easements and rights of way along Klondike Drive as outlined by the City Engineer.

\*\*\*\*\*

**City Council Action**

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

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

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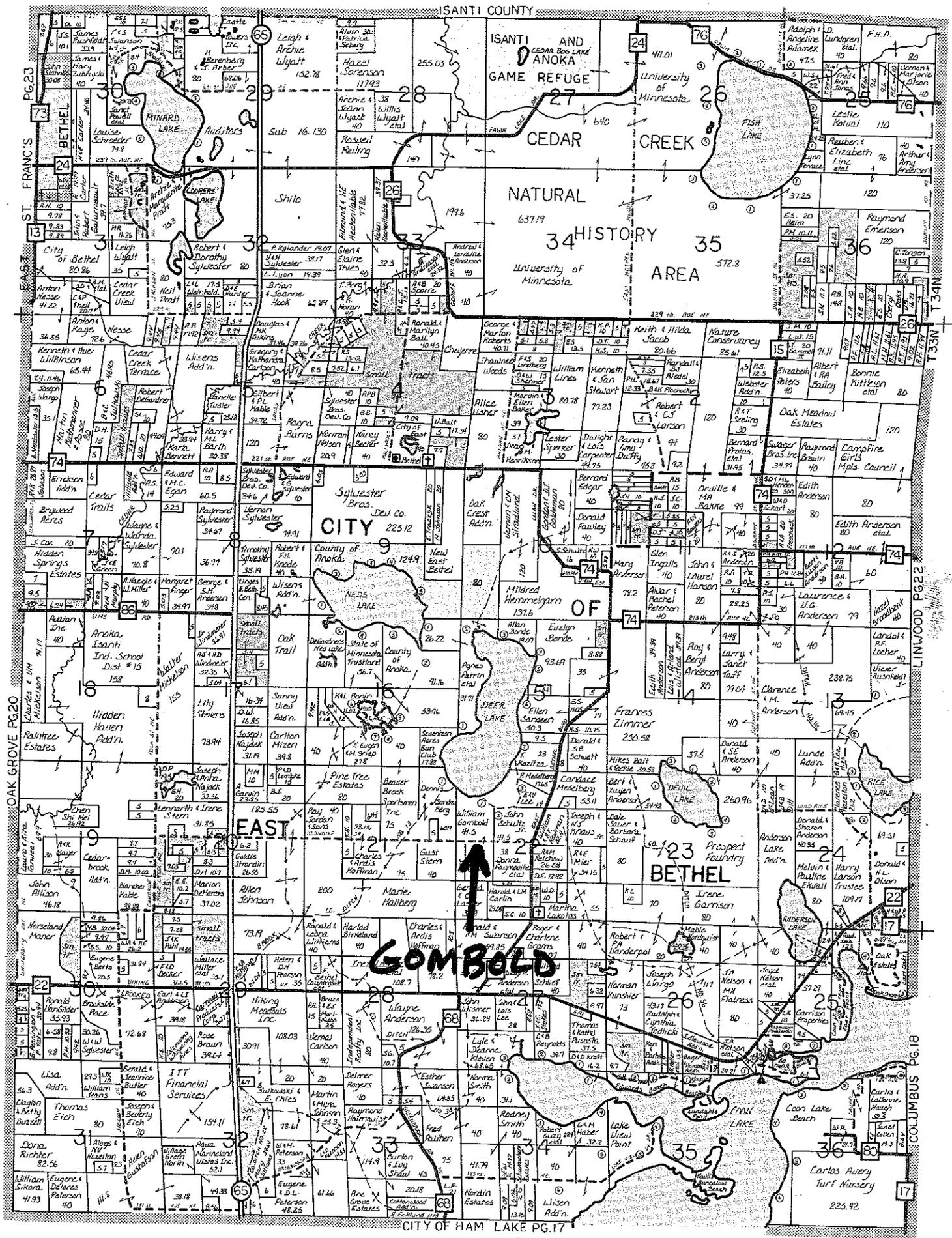
Vote Yes:\_\_\_\_\_

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

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

CITY OF EAST BETHEL  
PART OF BETHEL

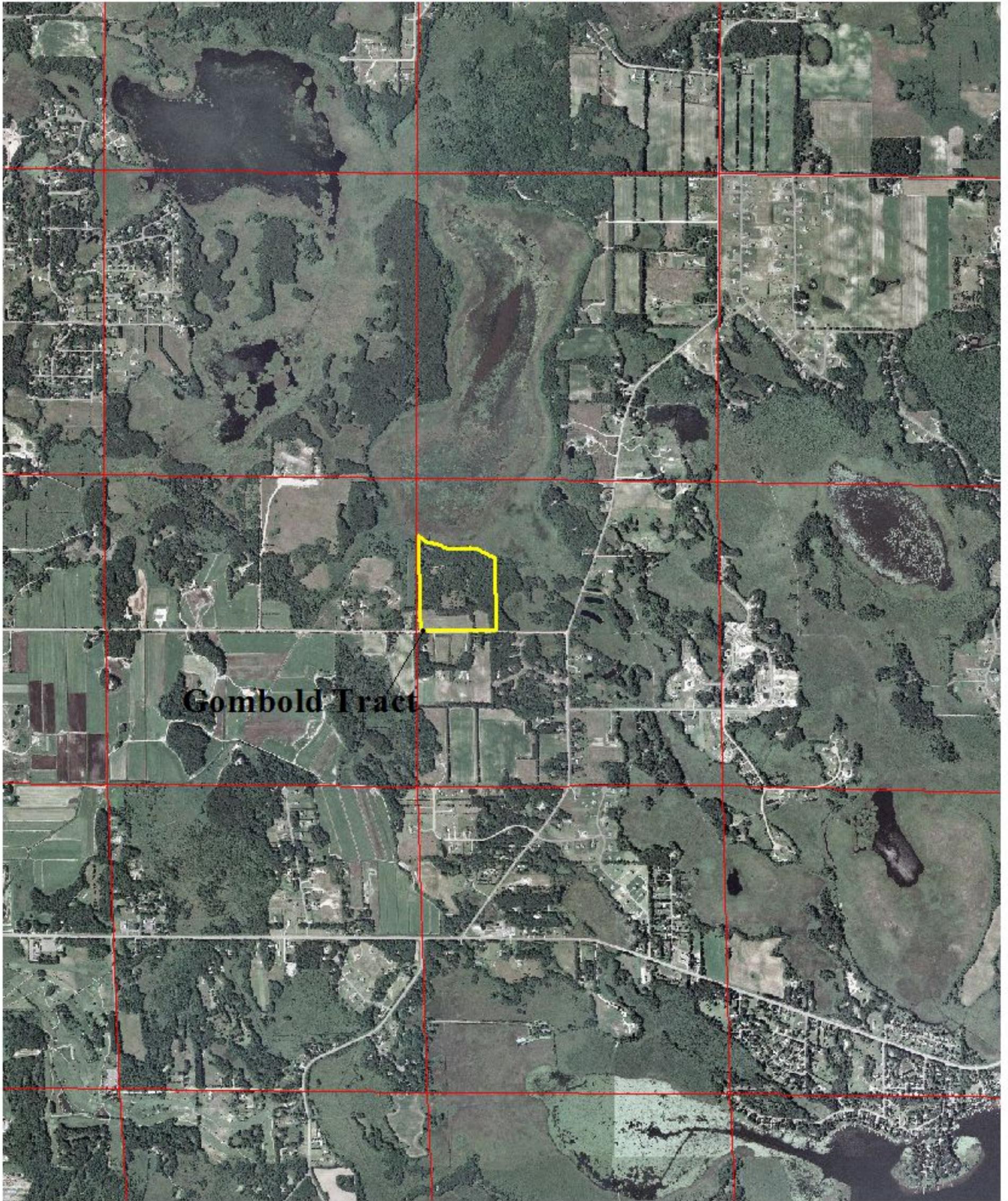
T.33-34N. - R.23W.



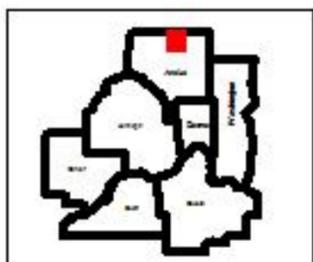
**GOMBOLD**

CITY OF HAM LAKE PG.17

# Gombold Tract



Gombold Tract



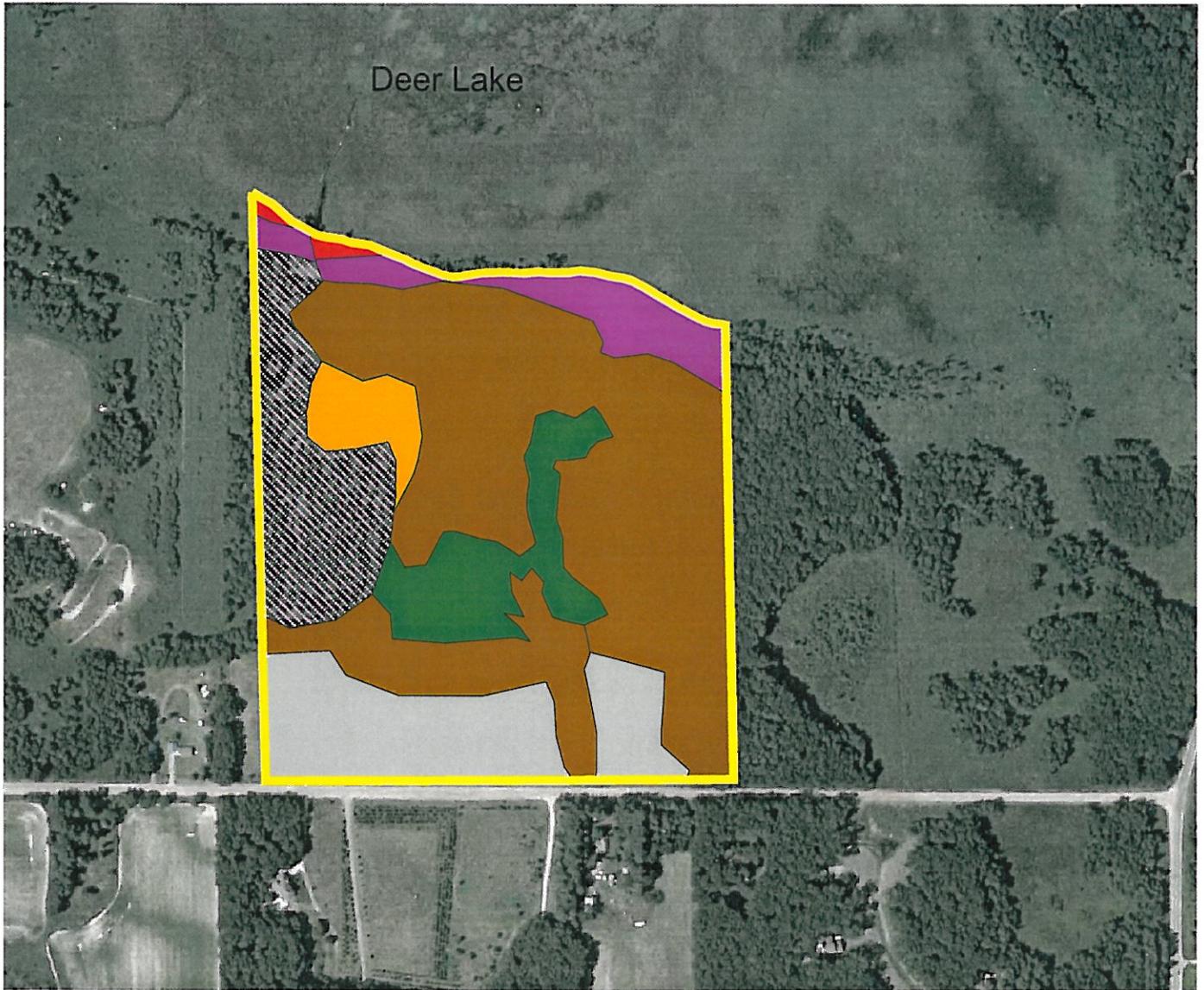
Proposed Gombold Tract in T33 R23 Sect. 22 in Anoka County

3000 0 3000 6000 Feet



# Gombold Property Natural Area Plan

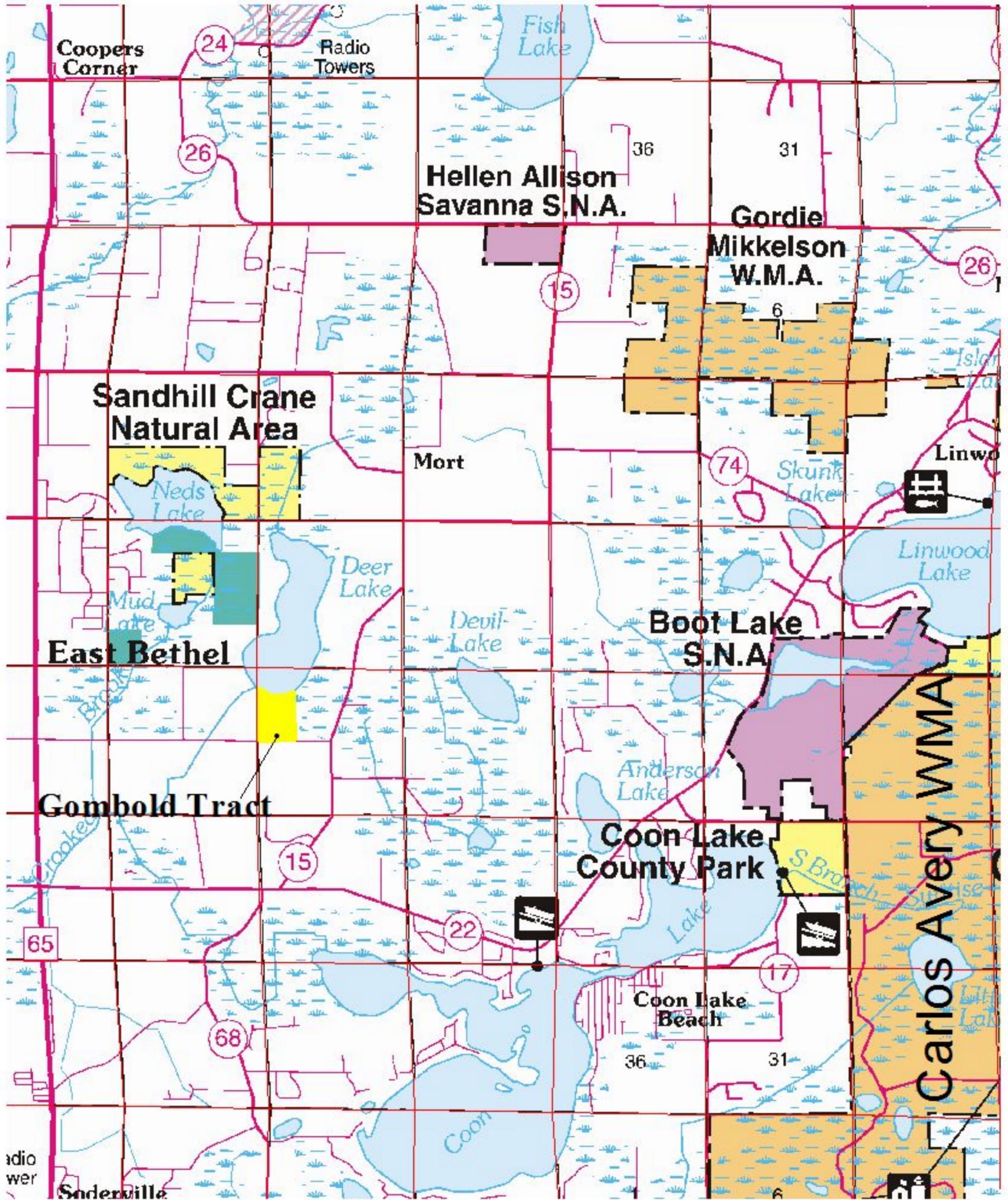
## Land Cover Mapped by the Minnesota Land Cover Classification System (See also maps in Sandhill Crane Natural Area Master Plan)



- Gombold Property
- Minnesota Land Cover Classification
- Cultivated herbaceous vegetation
- Mixed emergent marsh
- Mixed hardwood swamp
- Oak forest
- Seasonally flooded deciduous shrubland
- Upland coniferous woodland
- Upland deciduous shrubland

Map prepared by  
Hannah Jost 3/28/05

# Gombold Tract

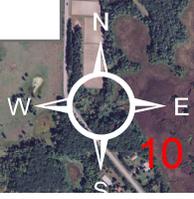


Proposed Gombold Tract in T33 R23 Sect. 22 in Anoka County



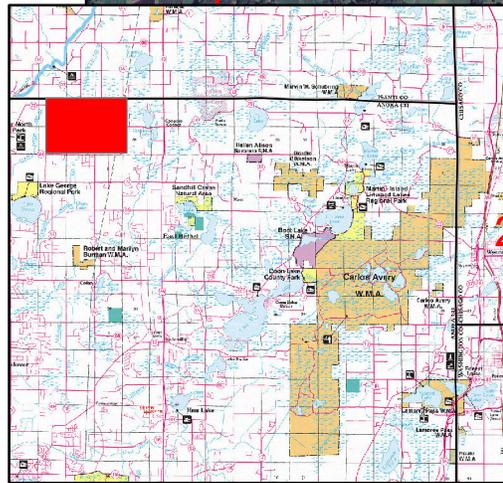
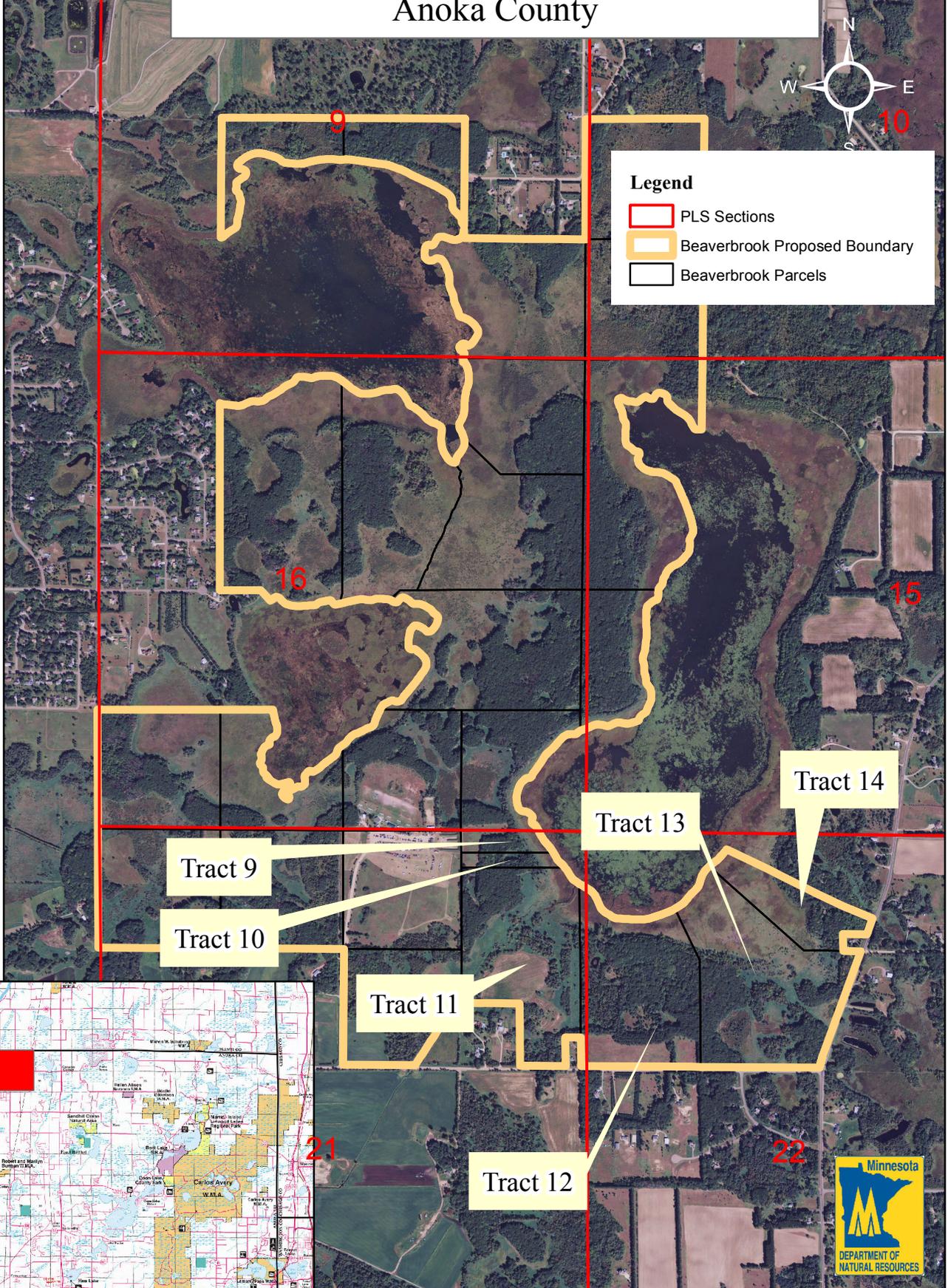
# Beaverbrook Supplemental Acquisition Map

T33N R23W Sect. 9, 10, 15, 16, 21, 22  
Anoka County



**Legend**

- PLS Sections
- Beaverbrook Proposed Boundary
- Beaverbrook Parcels



1 in = 7 miles

Created: 8/19/11

LINE OF GOVERNMENT  
1, SEC. 22, TWP. 33,  
23

N00°47'06"W  
1596.6±

WEST LINE  
OF LOT 4

IS & SANDRA BERG  
-33-23-14-0005

ETER J. BUCHANAN  
-33-23-14-0002

EAST LINE OF  
GOVERNMENT  
LOT 1, SEC. 22,  
TWP. 33, RNG. 23

1345.9±  
N00°47'04"W

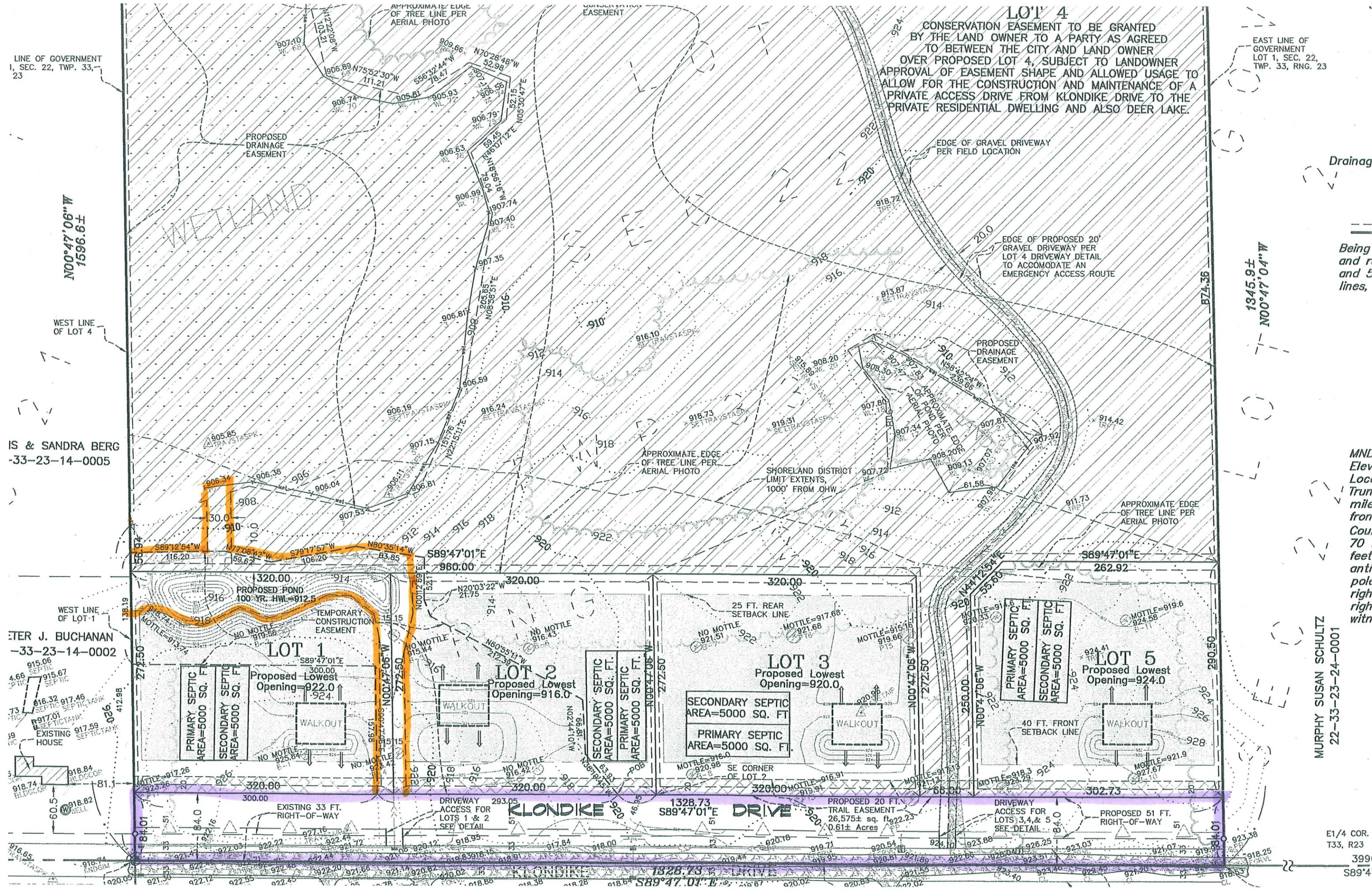
MURPHY SUSAN SCHULTZ  
22-33-23-24-0001

**LOT 4**  
CONSERVATION EASEMENT TO BE GRANTED  
BY THE LAND OWNER TO A PARTY AS AGREED  
TO BETWEEN THE CITY AND LAND OWNER  
OVER PROPOSED LOT 4, SUBJECT TO LANDOWNER  
APPROVAL OF EASEMENT SHAPE AND ALLOWED USAGE TO  
ALLOW FOR THE CONSTRUCTION AND MAINTENANCE OF A  
PRIVATE ACCESS DRIVE FROM KLONDIKE DRIVE TO THE  
PRIVATE RESIDENTIAL DWELLING AND ALSO DEER LAKE.

Drainag

Being  
and r  
and 5  
lines,

MNL  
Elev  
Loc  
Trun  
mile  
from  
Cou.  
70  
feet  
anti  
pole  
right  
right  
with



PROPOSED  
DRAINAGE  
EASEMENT

WETLAND

EDGE OF GRAVEL DRIVEWAY  
PER FIELD LOCATION

EDGE OF PROPOSED 20'  
GRAVEL DRIVEWAY PER  
LOT 4 DRIVEWAY DETAIL  
TO ACCOMMODATE AN  
EMERGENCY ACCESS ROUTE

APPROXIMATE EDGE  
OF TREE LINE PER  
AERIAL PHOTO

SHORELAND DISTRICT  
LIMIT EXTENTS,  
1000' FROM OHW

APPROXIMATE EDGE  
OF TREE LINE PER  
AERIAL PHOTO

PROPOSED POND  
100 YR. HWL=912.5

TEMPORARY  
CONSTRUCTION  
EASEMENT

LOT 2  
Proposed Lowest  
Opening=916.0

LOT 3  
Proposed Lowest  
Opening=920.0

LOT 5  
Proposed Lowest  
Opening=924.0

PRIMARY SEPTIC  
AREA=5000 SQ. FT.  
SECONDARY SEPTIC  
AREA=5000 SQ. FT.

Proposed Lowest  
Opening=922.0  
924.0  
WALKOUT

WALKOUT

SECONDARY SEPTIC  
AREA=5000 SQ. FT.  
PRIMARY SEPTIC  
AREA=5000 SQ. FT.

SECONDARY SEPTIC  
AREA=5000 SQ. FT.  
PRIMARY SEPTIC  
AREA=5000 SQ. FT.

WALKOUT

PRIMARY SEPTIC  
AREA=5000 SQ. FT.  
SECONDARY SEPTIC  
AREA=5000 SQ. FT.

WALKOUT

EXISTING 33 FT.  
RIGHT-OF-WAY

DRIVEWAY  
ACCESS FOR  
LOTS 1 & 2  
SEE DETAIL

KLONDIKE DRIVE

PROPOSED 20 FT.  
TRAIL EASEMENT  
26,575± sq. ft.  
0.61± Acres

DRIVEWAY  
ACCESS FOR  
LOTS 3, 4 & 5  
SEE DETAIL

PROPOSED 51 FT.  
RIGHT-OF-WAY

E1/4 COR.  
T33, R23

399

S89°4

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

**RESOLUTION 2012-38**

**APPROVING THE SALE OF 44.97 ACRES  
OF LAND IN THE CITY OF EAST BETHEL TO THE  
MINNESOTA DEPARTMENT OF NATURAL RESOURCES TO BECOME  
PART OF BEAVERBROOK STATE WILDLIFE MANAGEMENT AREA**

**WHEREAS**, the Minnesota Department of Natural Resources (DNR) is interested in purchasing the property described as follows;

Government Lot 1, T33N 23W, Anoka County, MN, subject to a Conservation Easement held by the Minnesota Land Trust, Anoka County Record ID 2336432;

All being in Anoka County, Minnesota; and

**WHEREAS**, the owner of the property is willing to sell it to the Department of Natural Resources; and

**WHEREAS**, the land to be acquired by the DNR will become part of the Beaverbrook State Wildlife Management Area;

**NOW, THEREFORE, BE IT RESOLVED** that the East Bethel City Council supports the purchase of said land described above by the Minnesota Department of Natural Resources;

Adopted this 18<sup>th</sup> day of July, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Richard Lawrence, Mayor

ATTEST:

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Jack Davis, City Administrator



# City of East Bethel City Council Agenda Information

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**Date:**

July 18, 2012

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 B.1

\*\*\*\*\*

**Agenda Item:**

Resolution 2012-39 for the Coon Lake Beach and Miscellaneous Overlay Projects

\*\*\*\*\*

**Requested Action:**

Consider Awarding Bid to North Valley, Inc.

\*\*\*\*\*

**Background Information:**

As directed by Council, the staff received and opened bids for this project on July 12, 2012, at 11:00 a.m. at the City Hall. A total of four bids were received. The bids are summarized on the resolution, which is included as Attachment 1. The project included the Base Bid and three Alternate Bids. The bid components and range of bid prices are summarized below:

**1. Base Bid**

North Valley, Inc.	\$667,558.64
Rum River Contracting Co.	\$673,225.25
Midwest Asphalt Corporation	\$682,045.60
Knife River Corporation	\$683,332.91

The Base Bid includes all labor, equipment and material to complete the street reconstruction in the Coon Lake Beach area. The Base Bid prices ranged from \$667,558.64 to \$683,332.91. North Valley, Inc. was the low bid at \$667,558.64. North Valley, Inc. is the low bidder based on the Base Bid and any combination of the Base Bid and Alternate Bids. The budget amount for this project was \$612,000.

**2. Alternate Bid No. 1**

Alternate Bid No. 1 includes overlaying 187<sup>th</sup> Lane from Highway 65 to Ulysses Street. North Valley, Inc. Alternate Bid No. 1 bid price was \$22,654.89. The engineers estimate for this alternate was \$25,550.00.

**3. Alternate Bid No. 2**

Alternate Bid No. 2 includes reconstruction of the pavement on 245<sup>th</sup> Avenue from Highway 65 to 330 feet west of Highway 65. North Valley, Inc. Alternate Bid No. 2 bid price was \$26,501.06. The engineers estimate for this alternate was \$29,840.00.

**4. Alternate Bid No. 3**

Alternate Bid No. 3 includes constructing drainage improvements on Bryant Lane and Cedar Road in the Coon Lake Beach area. North Valley, Inc. Alternate Bid No. 3 bid price was \$20,175.13. The engineers estimate for this alternate was \$19,430.00.

**Attachments:**

- 1. Resolution 2012-39 Accepting Bid

\*\*\*\*\*

**Fiscal Impact:**

As previously discussed, the low bid for the Base Bid, which includes the reconstruction of the streets in the Coon Lake Beach area, was \$667,558.64, which is approximately 8.3 percent higher than the project budget.

Alternate Bid No. 1 is an overlay of 187<sup>th</sup> Lane to match that street with the renovation paving that has been completed for street restoration required by the Municipal Utility project. 187<sup>th</sup> Lane was not disturbed as part of the project but requires the overlay to maintain the appearance of the area and correct paving issues at the entrance to Hwy. 65.

Alternate Bid No. 2 is a requirement of the settlement agreement with Athens Township as it relates to the GRE project.

Alternate Bids No.1, 2, and 3 were below the engineers estimate. The total bid price for the Base Bid and all Alternate Bids is as follows:

Base Bid	\$667,558.64
Alternate Bid No. 1	\$ 22,654.89
Alternate Bid No. 2	\$ 26,501.06
Alternate Bid No. 3	<u>\$ 20,175.13</u>
<b>Total Bid</b>	<b>\$736,889.72</b>

There are sufficient funds in the Street Capital Fund to finance this project including the additional costs of the alternatives and the higher than anticipated bid costs. If this project is approved as recommended, the Street Capital Fund is projected to retain a balance of \$751,772 at the end of 2017. We also intend to apply the \$35,050 surplus from the 2012 Street Maintenance Project to this project reducing the costs of the alternates and overbid to \$89,839.72.

\*\*\*\*\*

**Recommendation(s):**

Staff recommends that Council approve Resolution 2012-39 awarding the Base Bid and Alternate Bids No. 1, 2, and 3 to North Valley, Inc. in the amount of \$736,889.72

\*\*\*\*\*

**City Council Action**

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

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

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

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

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

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

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

**RESOLUTION NO. 2012-39**

**RESOLUTION ACCEPTING BID**

**WHEREAS**, pursuant to the advertisement for bids for the Coon Lake Beach and Miscellaneous Overlay Projects, bids were received, opened and tabulated according to law, and the following Base Bids were received complying with the advertisement:

North Valley, Inc.	\$667,558.64
Rum River Contracting Co.	\$673,225.25
Midwest Asphalt Corporation	\$682,045.60
Knife River Corporation	\$683,332.91

**AND WHEREAS**, the City received bids, opened and tabulated according to law, the following Alternate Bids;

Alternate Bid No. 1

North Valley, Inc.	\$22,654.89
Rum River Contracting Co.	\$23,506.50
Midwest Asphalt Corporation	\$23,832.50
Knife River Corporation	\$24,545.55

Alternate Bid No. 2

Knife River Corporation	\$22,182.66
Rum River Contracting Co.	\$24,946.00
North Valley, Inc.	\$26,501.06
Midwest Asphalt Corporation	\$30,580.15

Alternate Bid No. 3

Knife River Corporation	\$16,685.00
North Valley, Inc.	\$20,175.13
Rum River Contracting Co.	\$23,775.00
Midwest Asphalt Corporation	\$32,430.00

**AND WHEREAS**, it appears that North Valley, Inc. of Nowthen, Minnesota is the lowest responsible bidder for the Base Bid and any combination of Alternate Bids;

**AND WHEREAS**, the City accepts the bid proposals for the Base Bid and Alternate Bids No. 1, 2, and 3 in the amount of \$ 736,889.72.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:**

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with North Valley, Inc. of Nowthen, Minnesota in the name of the City of East Bethel for the Coon Lake Beach and Miscellaneous Overlay Projects, according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

2. The City Engineer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted this 18<sup>th</sup> day of July, 2012 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Richard Lawrence, Mayor

ATTEST:

---

Jack Davis, City Administrator



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

July 18, 2012

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 D.1

\*\*\*\*\*

**Agenda Item:**

2013 Proposed Budget

\*\*\*\*\*

**Requested Action:**

Consider setting work sessions to review the 2013 Budget

\*\*\*\*\*

**Background Information:**

On Wednesday, July 11, 2012, staff provided Council with a proposed 2013 Budget. The proposed budget is available on the City’s website and at the City Hall receptionist area.

Prior to September 15, 2012 the City Council must adopt a preliminary budget and levy for 2013 to be provided to the Anoka County Auditor. The preliminary levy will be used to provide property tax payers with parcel specific notices in November for pay 2013 taxes. The final 2013 Budget and levy are then adopted by City Council in December.

Staff is requesting Council set a work session(s) meeting date(s) to review the proposed 2013 Budget.

\*\*\*\*\*

**Fiscal Impact:**

None at this time

\*\*\*\*\*

**Recommendation(s):**

Staff is seeking guidance from Council on dates for this work session.

\*\*\*\*\*

**City Council Action**

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

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

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

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

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

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

To access the 2013 Proposed Budget, click here:

[2013 Proposed Budget](#)



# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

July 18, 2012

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 E.1

\*\*\*\*\*

**Agenda Item:**

Electronic Reader Board Specifications and Bid Solicitation

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**Requested Action:**

Consider authorizing of the solicitation of bids for electronic reader board bid

\*\*\*\*\*

**Background Information:**

At the June 6, 2012 City Council meeting, direction was given to staff to seek proposals for replacing the storm damaged City Billboard located at the intersection of Viking Boulevard and Hwy. 65. Staff has received proposals from sign contractors, but due to the varying range of amenities and costs, staff has prepared bid specification for project bids.

The following bid requirements have been assembled by staff as a format for base bids and alternate upgrades if the Council should determine the need:

- 1) The Contractor is responsible for the dismantling and proper disposal of the existing sign as well as all site clean-up. The existing footings, support poles and electric service will remain and be used for the new structure.
- 2) The sign will be a double faced aluminum cabinet finished with a heavy textured finish in tan (or other color as selected) with the final outside dimension of 16' W x 10' H. Each side of the sign panel will have individual translucent green acrylic plastic letters with white trim cap reading "City of East Bethel" and will be internally illuminated with white LED lighting. Final design to be approved by the City.
- 3) Poles to be covered with .080" aluminum covers finished in the same heavy textured tan finish utilized on the upper cabinet.
- 4) Message center to be Daktronic AF 3500 Series Monochromatic 46mm, 32 x 96 matrix or approved equal. LED color to be amber.
- 5) The sign must utilize programming software compatible with Microsoft products.
- 6) The bid will include all electrical connections.
- 7) The sign must be able to be remotely programmed from East Bethel City Hall using radio equipment or cellular transmission.

Under these specifications, the overall sign dimensions would be 10'H by 16'W and placed on the existing poles and footings on site. The lower portion of the sign would contain the 5'6"H by

15'W electronic reader board and the upper portion would be reserved for the "City of East Bethel" nameplate. The base bid would include individual LED backlit green letters. The reader board would have the ability to display numerous types of fonts, letter sizes, and animations. The minimum legible letter size the sign has the ability to display would be four lines (16-19 letters per line) of 12" letters. The sign could display images, animations, and text in many different shades of amber. The support poles would be wrapped in aluminum to match the upper portion of the sign and the existing footings and electrical service would remain. Staff could program the sign either cellular or by radio transmission and would have the ability to provide updates in real time.

As in all bids, contractors would be required to furnish all required insurances, license certificates, workman's compensation coverage and bonding if applicable.

Alternate bid items would include:

- 1) A full-color electronic reader board with the ability to display full color images, animations, and text.
- 2) Stone veneer columns in lieu of aluminum for support pole wrapping.
- 3) An upgraded city nameplate, logo, or other design as approved by the City.
- 4) An electronic reader board with a higher pixel count with the ability to display legible 9" letters on 5 lines (25 characters per line).

The previous billboard was able to display four lines of 9" letters with 18 letters on each line.

**Attachment(s):**

- 1. Reader Board Sign Rendering ( Example Only)

\*\*\*\*\*

**Fiscal Impact:**

The estimated costs of an electronic reader board under the base bid amount range between \$60,000 and \$85,000. There is currently \$50,000 in the 2012 EDA budget and a preliminary request for \$45,000 for 2013 EDA budget for a reader board sign. The East Bethel Seniors have provided a donation of \$5,000 toward the sign and the City has received \$2,800 as a damage claim payment, bringing the total available funds for the project to \$57,800 for 2012. If approval is granted by City Council to replace the existing sign with a new reader board an intra-fund no interest loan could be extended from our HRA account to cover those costs of the sign above \$57,800. The loan could be repaid to the HRA from the 2013 EDA budget.

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**Recommendation(s):**

Staff is recommending Council approval to solicit bids for a new electronic reader board using the base bid specifications and include the upgrades as alternate bids.

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**City Council Action**

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

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

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

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

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



18607 Highway 65 NE Cedar, MN 55011  
(763)755-0088 Fax (763)755-1473

CLIENT-

CITY OF EAST BETHEL  
2241 - 221ST AVENUE NE  
EAST BETHEL, MN 55011  
(763) 367-7840  
(763) 434-9578 FAX

JOHN REITER  
ACCOUNT EXECUTIVE-

PROJECT LOCATION

DATE- 6-4-2012

~~CUSTOMER APPROVAL~~

THESE PLANS ARE THE EXCLUSIVE PROPERTY OF ARROW SIGN. THEY ARE SUBMITTED TO YOUR COMPANY FOR YOUR CONSIDERATION OF WHETHER TO PURCHASE THESE PLANS OR TO PURCHASE FROM ARROW SIGN, A SIGN MANUFACTURED ACCORDING TO THESE PLANS. DISTRIBUTION OR EXHIBITION OF THESE PLANS TO CONSTRUCT A SIGN SIMILAR TO IS EXTREMELY FORBIDDEN. IN THE EVENT THAT SUCH EXHIBITION OCCURS, ARROW SIGN EXPECTS TO BE REIMBURSED \$1,000 IN COMPENSATION FOR THE TIME AND EFFORT ENTAILED IN CREATING THESE PLANS.



FABRICATE, AND INSTALL ONE (1) DOUBLE SIDED INTERNALLY ILLUMINATED PYLON SIGN WITH LED MESSAGE CENTER.

EXISTING SIGN CABINET, FACES, AND CATWALK STRUCTURE TO BE REMOVED AND DISPOSED OF. EXISTING POLES TO BE RE-USED TO SUPPORT NEW SIGN.

NEW SADDLE MOUNT ALUMINUM SIGN CABINET WITH .125" ALUMINUM FACES. CABINET DIMENSIONS: 16'0" (192") W X 10'0" (120") H X 16" (18") D OVERALL AND BE BUILT IN TWO SECTIONS. TOP SECTION WILL CONTAIN LED MESSAGE CENTER. LOWER SECTION WILL HAVE CITY NAME AND SPONSOR PANELS. SURFACE OF SIGN TO BE FINISHED IN "STUCCO" STYLE TEXTURED PAINT. LOWER SECTION OF SIGN CABINET WILL BE INTERNALLY ILLUMINATED WITH FLUORESCENT TUBE LIGHTING.

"EAST BETHEL COMMUNITY BILLBOARD" TO BE ROUTED OUT LETTERS BACKED UP BY WHITE #2447 ACRYLIC PLASTIC WITH 3M TRANSLUCENT GREEN (#3630-26) AND PERFORATED BLACK VINYL GRAPHIC OVERLAYS APPLIED FIRST SURFACE.

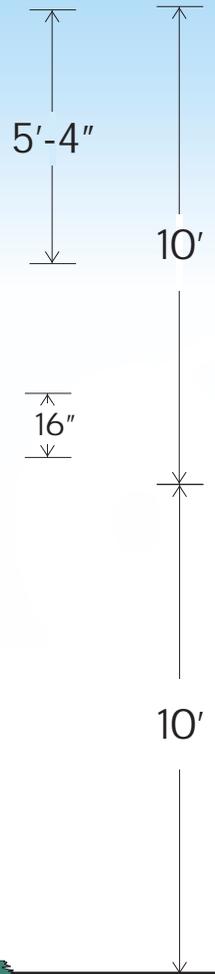
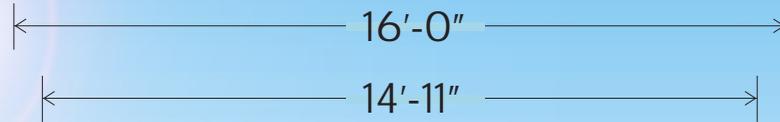
"POND" CIRCULAR GRAPHIC TO BE ROUTED OUT AND BACKED UP BY WHITE ACRYLIC PLASTIC WITH 3M TRANSLUCENT "POPPY RED" (#3630-143) AND OPAQUE BLACK (#7725-12) VINYL GRAPHIC OVERLAYS APPLIED FIRST SURFACE.

(3) 16" X 5' SPONSOR PANELS PER SIDE. #2447 WHITE ACRYLIC PANELS WITH REMOVABLE H-BRACKET DIVIDERS. PANELS TO BE LETTERED IN WITH 3M TRANSLUCENT AND OPAQUE VINYL GRAPHIC OVERLAYS APPLIED FIRST SURFACE.

DAKTRONICS GALAXY 3500 SERIES 34MM FULL COLOR RGB DOUBLE-SIDED LED MESSAGE CENTER (5'-4" H X 14'-9" W - 40 X 128 MATRIX).

POLES TO BE WRAPPED WITH .060" ALUMINUM. AND FRAMEWORK SURFACE OF POLE WRAPS TO BE FINISHED IN "STUCCO" STYLE TEXTURED PAINT. COVERS TO MEASURE 2'0" (24") W X 1'0" (12") D X 10'6" (126") H.

NEW SIGN STRUCTURE, POLE WRAPS, AND FACES TO BE INSTALLED IN ACCORDANCE WITH U/L LISTINGS AND HAVE A SAFETY SHUTOFF SWITCH.



DOUBLE FACE SIGN CABINET

SCALE: 1/4" = 1'-0"



# City of East Bethel City Council Agenda Information

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**Date:**

July 18, 2012

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 F.1

\*\*\*\*\*

**Agenda Item:**

Fire Department Monthly Reports

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**Requested Action:**

Informational only

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**Background Information:**

Fire Department Monthly Report.

To aid in your understanding, staff has included as Attachment #1 the Incident Type Codes it appears on the reports.

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**Fiscal Impact:**

None

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**Recommendation(s):**

Informational only.

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**City Council Action**

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

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

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

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

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

## **INCIDENT TYPE CODES**

- 100 Fire
- 200 Overpressure Rupture, Explosion, Overheat (No Ensuing Fire)
- 300 Rescue and Emergency Medical Service (EMS) Incidents
- 400 Hazardous Condition (No Fire)
- 500 Service Call
- 600 Good Intent Call
- 700 False Alarm and False Call
- 800 Severe Weather and Natural Disaster
- 900 Special Incident Type

**EAST BETHEL  
Incident Calls  
June 2012**

Incident Number	Incident Date	Alarm Time	Location	Incident Type
238	06/30/2012	03:55	Hwy 65	611 Dispatched and cancelled en route
237	06/28/2012	14:26	19249 E Front BLVD NE	321 EMS call, excluding vehicle accident with injury
236	06/27/2012	17:37	1545 209th AVE	321 EMS call, excluding vehicle accident with injury
235	06/23/2012	04:25	22484 Tippecanoe ST NE	321 EMS call, excluding vehicle accident with injury
234	06/22/2012	14:35	Viking Blvd NE	322 Motor vehicle accident with injuries
233	06/21/2012	12:16	515 Lincoln DR NE	321 EMS call, excluding vehicle accident with injury
232	06/20/2012	09:19	18400 Lexington AVE	611 Dispatched and cancelled en route
231	06/18/2012	14:22	24355 Hwy 65 NE	321 EMS call, excluding vehicle accident with injury
230	06/17/2012	23:38	456 195 AVE NE	814 Lightning strike (no fire)
229	06/17/2012	23:20	1923 Viking BLVD NE	444 Power line down
228	06/17/2012	06:14	2537 184 LN NE	321 EMS call, excluding vehicle accident with injury
277	06/14/2012	16:28	Emerson DR NE	651 Smoke scare, odor of smoke
226	06/13/2012	21:38	2832 185 LN NE	321 EMS call, excluding vehicle accident with injury
224	06/13/2012	18:47	21764 Quincy ST	321 EMS call, excluding vehicle accident with injury
225	06/12/2012	20:38	22816 Buchanan ST	321 EMS call, excluding vehicle accident with injury
222	06/09/2012	20:15	18164 65 HWY	321 EMS call, excluding vehicle accident with injury
223	06/09/2012	18:34	24355 65 HWY	321 EMS call, excluding vehicle accident with injury
221	06/08/2012	11:45	2751 Viking BLVD	550 Public service assistance, other
220	06/08/2012	09:20	4922 229 AVE NE	412 Gas leak (natural gas or LPG)
219	06/07/2012	22:56	21340 Aberdeen ST	611 Dispatched and cancelled en route
218	06/06/2012	18:21	22020 Xylite ST	611 Dispatched and cancelled en route
217	06/06/2012	12:36	18164 Hwy 65	321 EMS call, excluding vehicle accident with injury
216	06/03/2012	00:18	1015 NE 189th AVE NE	611 Dispatched and cancelled en route
215	06/02/2012	16:54	3608 NE Viking BLVD NE	561 Unauthorized burning
<b>Total</b>				<b>24</b>

# City of East Bethel

Subject: Fire Inspector Report

June 1 – 30, 2012

City of East Bethel Fire Inspection List		
Name	Address	Comments
Freimuth Ent. LLC	18641 Hwy 65	Fire extinguishers
River City Co-op	1341 Hwy 65	No Violations
Economy Canvas	40 Viking Blvd	No Violations
Viking Meadow Golf	1788 Viking Blvd	No Violations
Village Bank	18770 Hwy 65	No Violations
Print Plus	18507 Hwy 65	Fire extinguishers
NACE food shelf	18607 Hwy 65	Fire extinguishers, GFI outlet
Waynes Liquors	21340 Aberdeen St.	No Violations
People Bank of Commerce	21420 Aberdeen St	No Violations
Lynn's Gas	1425 Sims Rd	Fire Extinguishers
Steve's Heating	21345 Aberdeen St	No Violations
Hidden Haven	20520 Polk ST	Emergency Lights
Minnesota Jobs	21435 Johnson St	2 <sup>nd</sup> Inspection: No Violations
A-Blast	21473 Johnson St	2 <sup>nd</sup> Inspection: Emergency Lights
Tek Steel Fab.	23020 Ulysses St.	No Violations
Bible Baptist Church	1300 229 <sup>th</sup> Ave	No Violations
NOTE: First Inspections Unless Noted		

16 Businesses Inspected

Reported by: Mark Duchene  
Fire Inspectors



# City of East Bethel City Council Agenda Information

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**Date:**

July 18, 2012

\*\*\*\*\*

**Agenda Item Number:**

Item 8.0 G.1

\*\*\*\*\*

**Agenda Item:**

Appointment of the City Building Official

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**Requested Action:**

Consider approving an offer of employment to Mr. Nick Schmitz as City Building Official

\*\*\*\*\*

**Background Information:**

With the resignation of Mr. Larry Martin, the City’s Building Official, City Council directed that the Building Official’s position to be advertised and filled. The ad for the position was posted in the Anoka Union, Star Tribune, the City’s web site and the League of Minnesota Cities web site. The City received 14 applications for the position. Of the 14, staff identified seven that had the required qualifications including current licensure as a Building Official by the State of Minnesota, MPCA ISTS certification and experience as a Building Official. All seven of the qualified applicants were invited for an interview. Interviews were completed on July 10, 2012.

Two of the applicants presented skills, knowledge and abilities that were clearly above the requirements and other interviewees. Both had experiences that were an excellent match for the position. However, in our final analysis, one applicant had a skill set, experience and personal qualities that exceeded those of the other final candidate. Mr. Nick Schmitz is the candidate that is recommended for this position.

Mr. Schmitz is currently the Building Official for the City of Columbus. He has been the Building Official there for nine years and manages the building inspections and code enforcement for the City of Columbus. Prior to this employment, Mr. Schmitz was the Building Official for Vadnais Heights from 1999 to 2003 and a Building Inspector for Cottage Grove from 1992 to 1999. Mr. Schmitz has previous experience in the private construction industry subsequent to his career as a Building Official/Inspector. Mr. Schmitz background in both a rural and emerging City setting provides a background that is a perfect fit for our situation in East Bethel.

He is very well qualified and possesses the “people skills” to function at a level that is expected of an employee in this position. All references from Mr. Schmitz’s previous employment have been completed and Mr. Schmitz received complimentary marks and commendations for his previous service. Mr. Schmitz was recognized as being extremely punctual, professional and competent in his performance. His current and past two employers unequivocally stated they would hire him again if he were applying for employment. Mr. Schmitz background check has been received and there are no issues with this report.

If Council moves to approve the offer of employment, we would anticipate Mr. Schmitz being available for work on or before August 6, 2012.

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**Attachments**

Resume of Nick Schmitz

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**Fiscal Impact:**

Wages and benefits have been budgeted in the City's General Fund budget for 2012 for this position.

\*\*\*\*\*

**Recommendation(s):**

Staff is recommending approval of the tentative offer of employment which has been extended to Mr. Nick Schmitz as the Building Official/Ordinance Enforcement Officer at Pay Grade 10, Step B with benefits per City Policy and with 40 hours of sick leave to be included as part of this offer. This pay grade represents an annual salary of \$68,640.

\*\*\*\*\*

**City Council Action**

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

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

**NICK N. SCHMITZ**  
10139 JOHN TRAIL, CHISAGO CITY, MINNESOTA 55013

[REDACTED]

#### **QUALIFICATIONS**

- ICC (International Code Council) Certified Building Inspector (1053774-10)
- Minnesota Certified Building Official (MN -1575)
- Minnesota Certified Individual Sewer Treatment System Inspector (C 2275)
- Certificate in Building Inspection Technology from North Hennepin Community College. 7411 85 Ave. North Brooklyn Park, MN 55445
- FEMA Emergency Management Institute IS-00100.a  
Introduction to the Incident Command System (ICS 100).
- FEMA Emergency Management Institute IS-00200.a  
ICS for Single Resources and Initial Action Incidents (ICS 200).
- FEMA Emergency Management Institute IS-00700.  
National Incident Management System (NIMS).
- State of Minnesota Master Plumber (059237-PM)

#### **WORK HISTORY**

##### **CITY OF COLUMBUS**

Phone number: 651-464-3120

Address: 16319 Kettle River Blvd. Columbus, MN 55025

Supervisor: Elizabeth Mursko, City Administrator

Position held: BUILDING OFFICIAL 2003 – Current

My job duties are to performing administrative work to ensure compliance with State and Local building codes, perform commercial and residential plan reviews and inspections, including zoning, setbacks, working with wetlands and erosion control. I also meet with homeowners, contractors, architects and engineers as necessary.

As the Building Official my responsibilities are also to manage the building department, issue permits and manage the department's budget. Other responsibilities are to prepare and recommend revisions to ordinances pertaining to code enforcement or building code issues. Prepare written reports, notices and other correspondence as appropriate and necessary, and issue citations for code violations. Prepare and provide legal documents to the prosecuting attorney for code violation issues. Respond to issues related to code enforcement through site visits or telephone. Prepare plans for public building maintenance and recommend corrective actions and prepare cost estimates. Submit reports on building department activities and perform other duties as assigned to me.

### **CITY OF VADNAIS HEIGHTS**

Phone number: 651-204-6000

Address: 800 East County Road E, Vadnais Heights, MN 55127

Supervisor: Gerald Urban, City Administrator

Position held: BUILDING OFFICIAL 1999 TO 2003

My job duties were to performing administrative work to ensure compliance with State and Local building codes, perform commercial and residential plan reviews and inspections, including zoning, setbacks, working with wetlands and erosion control. I also meet with homeowners, contractors, architects and engineers as necessary.

As the Building Official my responsibilities were also to manage the building department and oversee and provide supervision to other building inspectors, clerical staff and manage the department's budget. Other responsibilities were to prepare and recommend revisions to ordinances pertaining to code enforcement or building code issues. Prepare written reports, notices and other correspondence as appropriate and necessary, and issue citations for code violations. Prepare and provide legal documents to the prosecuting attorney for code violation issues. Respond to issues related to code enforcement through site visits or telephone. Prepare plans for public building maintenance and recommend corrective actions and prepare cost estimates. Submit reports on building department activities and perform other duties as assigned to me.

### **CITY OF COTTAGE GROVE**

Phone number: 651-458-2800

Address: 7516 80 Street South, Cottage Grove, MN 55016

Supervisor: Ryan Schroeder, City Administrator

Position held: BUILDING INSPECTOR, 1992 TO 1999

I performed commercial and residential plan reviews and inspections to ensure compliance with State and Local building and zoning codes, including working with wetlands and erosion control.

Other responsibilities were to prepare written reports, notices and other correspondence as appropriate and necessary, and issue citations for code violations. Prepare and provide legal documents to the prosecuting attorney for code violation issues. Respond to issues related to code enforcement through site visits or telephone and perform other duties as assigned to me.

### **PLYMOUTH PLUMBING**

Phone number: unknown

Address: unknown

Position held: Master Plumber 1989 TO 1992

I have been in construction as a plumber for ten years, the last three for Plymouth Plumbing. I left Plymouth Plumbing to work as a building inspector for the City of Cottage Grove.

## **EDUCATION**

### **Centennial High School**

Phone number: 763-792-5207

Address: 4757 North Road, Circle Pines, MN 55014

### **North Hennepin Community College**

Phone number: 763-488-0391

Address: 7411 85 Ave. North Brooklyn Park, MN 55445

## **ACTIVITIES**

Certified Scuba Diver

Private Pilot, recreational flying

**CITY OF EAST BETHEL – JUNE 2012**

<b>ITEM</b>	<b>JUNE</b>	<b>MAY</b>	<b>YTD 2012</b>	<b>JUNE YTD 2011</b>
Radio Calls	489	464	2,394	2,306
<b>Incident Reports</b>	445	344	2,133	1,998
Burglaries	11	7	32	18
Thefts	36	28	127	91
Crim.Sex Cond.	3	0	3	4
Assault	1	6	11	12
Dam to Prop.	11	5	42	37
Harr. Comm.	4	7	26	18
Felony Arrests	5	0	13	25
Gross Mis.	0	0	3	2
Misd. Arrests	13	10	91	42
DUI Arrests	5	3	23	27
Domestic Arr.	8	2	20	13
Warrant Arr.	4	4	35	26
Traffic Arr.	84	69	489	401

\* Total Radio Calls for the month and YTD are the sum from City of East Bethel and Community Service Officer pages.

**CITY OF EAST BETHEL – JUNE 2012  
COMMUNITY SERVICE OFFICERS**

<b>ITEM</b>	<b>JUNE</b>	<b>MAY</b>	<b>YTD 2012</b>	<b>JUNE YTD 2011</b>
Radio Calls	17	38	115	80
<b>Incident Reports</b>	18	41	126	85
Accident Assist	3	2	11	11
Veh. Lock Out	3	3	16	50
Extra Patrol	28	20	225	184
House Check	0	0	0	14
Bus. Check	7	1	20	138
Animal Compl.	9	19	47	35
Traffic Assist	1	6	24	25
Aids: Agency	26	30	237	326
Aids: Public	37	28	106	191
Paper Service	0	1	31	31
Inspections	0	0	0	0
Ordinance Viol.	1	5	12	1