

- 9:35 PM D. Public Works
- E. Planning and Inspection/Code Enforcement
- 1. Code Enforcement Report
- 1. Code Enforcement Report
- 9:40 PM F. Fire Department
- 1. January Monthly Meeting and December Reports
- 1. January Monthly Meeting and December Reports
- 9:45 PM G. City Administrator
- 1. SafeAssure Contract – 2011
- 2. Set Meeting Date for Board of Appeals and Equalization
- 3. City Attorney Fees

9.0 Other

- 10:00 PM A. Council Reports
- 1. City Administrator Compensation
- 2. Commission/Committee Liaisons
- 2. Commission/Committee Liaisons

- 10:20 PM B. Other

- 10:30 PM **10.0 Adjourn**



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 4.0 A

Agenda Item:

Monthly Sheriff's Report

Requested Action:

Information Only

Background Information:

Lieutenant Orlando will review the monthly statistics and report on activities for the month of December, 2010.

Fiscal Impact:

None

Recommendation(s):

Information Only

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: X

CITY OF EAST BETHEL – DECEMBER 2010

ITEM	DECEMBER	NOVEMBER	YTD 2010	DECEMBER YTD 2009
Radio Calls	360	409	4,907	4,741
Incident Reports	304	297	4,403	4,845
Burglaries	3	2	48	43
Thefts	17	14	245	225
Crim.Sex. Cond.	1	0	9	15
Assault	1	3	30	32
Dam to Prop.	4	1	96	103
Harr. Comm.	1	3	32	46
Felony Arrests	1	3	39	50
GM. Arrests	0	0	4	6
Misd. Arrests	11	7	168	181
DUI Arrests	6	3	76	48
Domestic Arr.	2	1	31	29
Warrant Arr.	8	5	69	86
Traffic Arrests	43	42	833	1,034

**CITY OF EAST BETHEL - DECEMBER 2010
COMMUNITY SERVICE OFFICERS**

ITEM	DECEMBER	NOVEMBER	YTD 2010	DECEMBER YTD 2009
Radio Calls	11	13	153	212
Incident Reports	8	12	150	187
Accident Assist	2	4	13	23
Veh. Lock Out	1	2	20	32
Extra Patrol	30	29	364	419
House Check	1	3	5	6
Bus. Check	24	18	203	265
Animal Compl.	3	4	74	110
Traffic Assist	4	10	56	15
Aids: Agency	54	50	746	620
Aids: Public	56	16	330	320
Paper Service	14	0	46	13
Inspections	0	0	0	0
Ordinance Viol.	0	2	6	4



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 4.0 B

Agenda Item:

Recognition of Service – Greg Hunter

Requested Action:

Recognize Mayor Hunter for his years of Service to the City of East Bethel

Background Information:

Mr. Greg Hunter served the City of East Bethel as Mayor since 2003. We have invited Mr. Hunter to attend the meeting and will be presenting him with a plaque in honor of his service to the city.

Recommendation(s):

City staff recommends City Council recognize Mr. Hunter’s service to the City of East Bethel.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 4.0 C

Agenda Item:

Recognition of Service – Steve Channer

Requested Action:

Recognize Council Member Channer for his years of Service to the City of East Bethel

Background Information:

Mr. Steve Channer served the City of East Bethel as Council Member since 2010. We have invited Mr. Channer to attend the meeting and will be presenting him with a plaque in honor of his service to the city.

Recommendation(s):

City staff recommends City Council recognize Mr. Channer’s service to the City of East Bethel.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 4.0 D

Agenda Item:

Recognition of Service – Kathy Paavola

Requested Action:

Recognize Council Member Paavola for her years of Service to the City of East Bethel

Background Information:

Ms. Kathy Paavola served the City of East Bethel as Council Member since 2003. We have invited Ms. Paavola to attend the meeting and will be presenting her with a plaque in honor of her service to the City.

Recommendation(s):

City staff recommends City Council recognize Ms. Paavola’s service to the City of East Bethel.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



2010 Bills to be Approved for Payment January 19, 2011	\$66,520.86
2011 Bills to be Approved for Payment January 19, 2011	\$12,910.34
Electronic Payments - Payroll	\$30,461.26
Electronic Payments - Bonds	\$308,833.75
Payroll City Staff - January 6, 2011	\$34,893.96
Severance Payroll - January 7, 2011	\$8,602.65
Payroll Fire Department - January 14, 2011	\$6,852.50
Total to be Approved for Payment January 19, 2011	\$402,554.46

Approved by Council Member:

Bill
Boyer

Robert
DeRoche, Jr.

Richard
Lawrence

Heidi
Moegerle

Steve
Voss

--	--	--	--	--

City of East Bethel
January 19, 2011
2011 Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
2010A GO Water Utility Rev Bnd	Fiscal Agent's Fees	2767572	US Bank	310	31000	750.00
2010B GO Utility Revenue Bond	Fiscal Agent's Fees	2767580	US Bank	311	31100	750.00
2010C GO Bond	Fiscal Agent's Fees	2767571	US Bank	312	31200	750.00
Arena Operations	Bldgs/Facilities Repair/Maint	2632	Trane U.S. Inc.	615	49851	875.00
Arena Operations	Telephone	10111	Qwest	615	49851	110.61
Central Services/Supplies	Information Systems	213559	City of Roseville	101	48150	2,009.58
Central Services/Supplies	Information Systems	40544	US Cable	101	48150	1,295.81
Central Services/Supplies	Telephone	122810	Qwest	101	48150	230.54
Fire Department	Dues and Subscriptions	2011	Anoka County Fire	101	42210	210.00
Fire Department	Professional Services Fees	10411	City of East Bethel	231	42210	1,666.67
Fire Department	Telephone	10111	Qwest	101	42210	61.24
Fire Department	Telephone	122810	Qwest	101	42210	349.40
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	7945	Blaine Lock & Safe, Inc.	101	41940	1,395.99
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	14680	GHP Enterprises, Inc.	101	41940	368.72
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	115864	Robert B. Hill Company	101	41940	19.24
Mayor/City Council	Dues and Subscriptions	2010-038	Mediation Services	101	41110	1,336.00
Mayor/City Council	Professional Services Fees	100	Fatboys Bar & Grill	101	41110	319.50
Park Maintenance	Clothing & Personal Equipment	470580341	Cintas Corporation #470	101	43201	46.57
Street Maintenance	Bldgs/Facilities Repair/Maint	470580341	Cintas Corporation #470	101	43220	26.50
Street Maintenance	Clothing & Personal Equipment	470580341	Cintas Corporation #470	101	43220	46.24
Street Maintenance	Motor Vehicles Parts	1539-443324	O'Reilly Auto Parts	101	43220	16.01
Street Maintenance	Motor Vehicles Parts	1539-443322	O'Reilly Auto Parts	101	43220	96.29
Street Maintenance	Motor Vehicles Parts	223273	S & S Industrial Supply	101	43220	4.47
Street Maintenance	Telephone	122810	Qwest	101	43220	67.59
Water Utility Operations	Telephone	10111	Qwest	601	49401	108.37
						\$12,910.34

City of East Bethel
January 19, 2011
2011 Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
	Electronic Payments - Payroll					
	PERA					\$7,084.31
	Federal Withholding					\$6,489.77
	Medicare Withholding					\$2,093.48
	FICA Tax Withholding					\$7,507.39
	State Withholding					\$2,618.33
	MSRS					\$4,667.98
						\$30,461.26
	Electronic Payments - Bonds					
	2005A GO Public Safety Bond					\$107,668.75
	2005B GO Improvement Bond					\$55,785.00
	2008A GO Sewer Revenue Bond					\$145,380.00
						\$308,833.75

City of East Bethel
January 19, 2011
2010 Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Arena Operations	Bldgs/Facilities Repair/Maint	11711	Connexus Energy	615	49851	21.32
Arena Operations	Electric Utilities	11711	Connexus Energy	615	49851	3,985.67
Arena Operations	Professional Services Fees	29	Gibson's Management Company	615	49851	8,565.89
Arena Operations	Small Tools and Minor Equip	261427	Viking Industrial Center	615	49851	1,159.59
Assessing	Professional Services Fees	122710	Kenneth A. Tolzmann	101	41550	11,348.73
Building Inspection	Refund	10511	Maple Ridge Sewer Svc Inc.	101		5.00
Building Inspection	Refund	10511	Soderstrom Sewer Services	101		5.00
Central Services/Supplies	Office Equipment Rental	167570068	Loffler Companies, Inc.	101	48150	550.45
Engineering	Architect/Engineering Fees	27629	Hakanson Anderson Assoc. Inc.	101	43110	3,800.63
Finance	Office Supplies	5.45606E+11	Office Depot	101	41520	44.48
Fire Department	Bldgs/Facilities Repair/Maint	11711	Connexus Energy	101	42210	5.32
Fire Department	Electric Utilities	11711	Connexus Energy	101	42210	676.29
Fire Department	Other Advertising	62110	Tammy Gimpl	231	42210	260.96
Fire Department	Travel Expenses	62110	Tammy Gimpl	101	42210	688.90
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	455408-12-10	Premium Waters, Inc.	101	41940	29.21
General Govt Buildings/Plant	Electric Utilities	11711	Connexus Energy	101	41940	105.13
General Govt Buildings/Plant	Electric Utilities	11711	Connexus Energy	101	41940	782.80
Housing & Redevelopment Autho	Legal Fees	122810	Hoff, Barry & Kozar, P.A.	230	23000	342.50
Legal	Legal Fees	10311	Carson, Clelland & Schreder	101	41610	7,778.41
Legal	Legal Fees	11111	Randall and Goodrich, P.L.C.	101	41610	640.25
MSA Street Construction	Architect/Engineering Fees	27626	Hakanson Anderson Assoc. Inc.	402	40200	3,262.20
MSA Street Construction	Architect/Engineering Fees	27630	Hakanson Anderson Assoc. Inc.	402	40200	5,637.04
MSA Street Construction	Architect/Engineering Fees	27627	Hakanson Anderson Assoc. Inc.	402	40200	51.08
Park Acquisition/Development	Architect/Engineering Fees	27627	Hakanson Anderson Assoc. Inc.	404	40400	170.28
Park Maintenance	Clothing & Personal Equipment	4705876810	Cintas Corporation #470	101	43201	23.42
Park Maintenance	Electric Utilities	11711	Connexus Energy	101	43201	988.32
Park Maintenance	Office Supplies	1688854	G.Neil	101	43201	18.63
Planning and Zoning	Professional Services Fees	364	GIS Rangers	101	41910	729.00
Police	Professional Services Fees	10411	Gratitude Farms	101	42110	345.81
Recycling Operations	Bldg/Facility Repair Supplies	290587	Ham Lake Hardware	226	43235	25.20
Recycling Operations	Bldg/Facility Repair Supplies	4936	Menards Cambridge	226	43235	42.74
Recycling Operations	Electric Utilities	11711	Connexus Energy	226	43235	114.91
Sewer Operations	Bldgs/Facilities Repair/Maint	11711	Connexus Energy	602	49451	24.53
Sewer Operations	Electric Utilities	11711	Connexus Energy	602	49451	810.78
Sewer Operations	Professional Services Fees	77547	Utility Consultants, Inc.	602	49451	437.00
Street Capital Projects	Architect/Engineering Fees	27627	Hakanson Anderson Assoc. Inc.	406	40600	294.63
Street Maintenance	Auto/Misc Licensing Fees/Taxes	4719CGT	DVS RENEWAL	101	43220	20.25
Street Maintenance	Bldgs/Facilities Repair/Maint	4705876810	Cintas Corporation #470	101	43220	26.50
Street Maintenance	Bldgs/Facilities Repair/Maint	11711	Connexus Energy	101	43220	21.29
Street Maintenance	Bldgs/Facilities Repair/Maint	455408-12-10	Premium Waters, Inc.	101	43220	29.21
Street Maintenance	Clothing & Personal Equipment	4705876810	Cintas Corporation #470	101	43220	46.24
Street Maintenance	Electric Utilities	11711	Connexus Energy	101	43220	1,436.67
Street Maintenance	Equipment Parts	H81205	H&L Mesabi	101	43220	1,015.31
Street Maintenance	Equipment Parts	4198	Plow World, Inc.	101	43220	298.90
Street Maintenance	Office Supplies	1688854	G.Neil	101	43220	18.63
Street Maintenance	Refuse Removal	122910	Duke Tree Care Inc.	101	43220	1,900.00
Street Maintenance	Reimbursement-3rd Party Exp.	1970	Steve Witzgman	101	43220	263.54
Street Maintenance	Small Tools and Minor Equip	75626	Metro Products, Inc.	101	43220	350.15
Street Maintenance	Street Maint Materials	12114	Bjorklund Trucking	101	43220	777.52
Street Maintenance	Street Maint Materials	12115	Bjorklund Trucking	101	43220	777.52
Street Maintenance	Street Maint Services	9177	City of Coon Rapids	101	43220	3,141.65
Transfers Out	Contingency	1820	The Tinklenberg Group	101	49360	425.00
Water Utility Capital Projects	Legal Fees	1101026	Perlman Law Office	433	49405	330.00

City of East Bethel
January 19, 2011
2010 Payment Summary

Department	Description	Invoice	Vendor	Fund	Dept	Amount
Water Utility Capital Projects	Professional Services Fees	22244	Wilson Development Services	433	49405	1,105.25
Water Utility Operations	Bldgs/Facilities Repair/Maint	11711	Connexus Energy	601	49401	26.67
Water Utility Operations	Electric Utilities	11711	Connexus Energy	601	49401	738.46
						\$66,520.86



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 6.0 A-E

Agenda Item:

Consent Agenda

Requested Action:

Consider approving Consent Agenda as presented

Background Information:

Item A

Bills/Claims

Item B

Meeting Minutes, January 5, 2011 Regular City Council

Meeting minutes from the January 11, 2011 Regular City Council Meeting are attached for your review and approval.

Item C

Approve 2011 Residential Recycling Agreement with Anoka County

Annually, the City receives a proposed agreement from Anoka County to share in the SCORE funding for recycling activities. The SCORE funds are made available through the State. Funds are collected by the state with a surcharge on waste disposal. In turn, the state provides grant dollars to counties and cities for their recycling activities such as clean-up day, recycle day, etc.

The City is eligible for reimbursement of up to \$30,573.70 for our recycling activities. Staff recommends approval of the Agreement for Residential Recycling Program with Anoka County for calendar year 2011 and direction to execute the agreement on the City's behalf.

Item D

Approve 2011 Animal Control Contract

The proposed agreement provides for animal control services in the City that includes patrol services, pickup and impound of dogs and other agreed upon domestic animals and for other duties as may be assigned by the City related to the animal control activity.

Services under this agreement will be billed at \$50.00 per hour in one quarter hour increments. Staff has realized a reduction in cost for services of approximately \$1200.00 for 2010 compared to 2009 when the city contracted services with ACSI. These savings do not reflect the savings that the city realized by not having to board animals at the public works garage, paying city staff

on weekends to stand by until the animal was retrieved and any liability issues associated with boarding animals in the public works garage.

Emergency Veterinary services will be provided to injured animals only to the extent necessary to keep them from suffering and to provide humane conditions while boarding the animal. These charges are the responsibility of the owner. Should the owner fail to claim the animal within six days, the animal becomes the property of Gratitude Farms.

The following fee schedule is in addition to the \$50.00 hourly rate for call out services.

- A. Administrative animal handling fee to be paid by owner \$42.00
- B. Price per animal for boarding if paid by the owner \$18.00/Day
- C. Price per animal for boarding if paid by the city \$15.00/Day
- D. Price for patrol services Monday-Friday between 6:00 am. and 8:00 pm. \$50.00 hr.

Item E

Resolution 2011-05 Approving an Application with No Waiting Period for An Exempt Permit for Cedar Creek Community School PTO to Hold a Raffle

This resolution approves an application with no waiting period for an exempt permit for Cedar Creek Community School PTO to hold a raffle on April 9, 2011 at the Cedar Creek Community School.

Item F

FEMA Fire Safety and Prevention Grant

FEMA has announced the application period for the Fire Prevention and Safety Grants beginning January 3, 2011 and ending February 4, 2011. The Fire Prevention and Safety Grants program has been designed to assist Fire Departments in purchasing items for the prevention of fires and the safety of firefighters. The City of East Bethel can benefit from this grant program with a Fire Code Compliance program, educational and prevention programs to offer our residents. Our proposed program will include fire code compliance, fire prevention props and materials that could be used on a regional basis. A software program will be included in the grant application that will make an up-to-date database of properties and businesses available to be shared with other East Bethel City Departments. The cost of manpower to completely update pre-planning books for the Fire Department has also been included. (The pre-planning books are an important tool in sizing up of an emergency scene. These books contain diagrams and pertinent information of the buildings to assist the emergency responders). The new software will also track building code issues and records, fire code compliance histories, important property information and relevant property contact information. This will be a tool used and appreciated through out the City departments. A fire prevention program will be developed with this grant to our target audiences of school age children and seniors of our community. Neighboring Cities and Fire Departments will be offered the use of these tools and each would be responsible for their own matching funds. The code compliance component of this grant is estimated to be \$45,000 and the Fire Prevention section will cost approximately \$20,000. The match funding of this grant is 5% and would come from the operating budget. This grant is extremely competitive and results may not be known for over a year.

Fiscal Impact:

As noted above.

Recommendation(s):

Recommend approval of the Consent Agenda as presented.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____

EAST BETHEL CITY COUNCIL MEETING

January 5, 2011

The East Bethel City Council met on January 5, 2011 at 7:30 PM for their regular meeting at City Hall.

MEMBERS PRESENT: Bill Boyer Bob DeRoche Richard Lawrence
Heidi Moegerle Steve Voss

ALSO PRESENT: Douglas Sell, City Administrator
Dave Schaaf, Interim City Administrator
Tammy Schutta, Asst. City Administrator/HR Director
Bill Goodrich, Acting City Attorney
Dave Snyder, Acting City Attorney
Craig Jochum, City Engineer

Call to Order The January 5, 2011 City Council meeting was called to order by Mayor Lawrence at 7:30 PM.

Adopt Agenda **Boyer made a motion to adopt the January 5, 2011 City Council Agenda as presented. Voss seconded. Voss and Boyer, aye; DeRoche, Lawrence, and Moegerle, nay; motion fails.**

Lawrence made a motion to approve the January 5, 2011 Amended City Council Agenda as presented. Moegerle seconded. Boyer said he is really appalled by this, there are substantive issues on this new agenda that have not been posted, nor have the citizens of the East Bethel have a chance to comment or know that the Council is considering these, nor were Steve Voss or I made privy to this new agenda before about five minutes ago, I think it is an outrage. Lawrence said so noted. Voss asked do you have a copy to post and to distribute to the public that is here. Lawrence said yes we do. Moegerle said yes. He said then can we go through this one by one if you want to change the agenda, would you present the agenda, the public does not have this. Moegerle asked do you want us to read through this, is that what you are asking. Voss pointed to the screen with the former agenda and said this is the agenda that was presented to the public, so if you are changing it, yes. The new adopted agenda was displayed on the screens in the Council Chambers for the public to view. Voss asked and is there background material that goes with this. Moegerle said it is in the material that was provided. Voss said there is a couple resolutions.

Boyer said one of the resolutions is a motion to rescind an action by an earlier City Council and can be brought by a member that voted for it under our City Charter. Voss asked the question of the Mayor who presented this new agenda and is there supporting material that goes with this. He said every meeting we have had, there is supporting material so we understand what we understand what the discussion is going to be about. Voss asked is there supporting materials. Lawrence asked Voss do we have any more materials. Voss asked is there some background for this so we can understand. Boyer said there is no information. He said we have an agenda here. Voss said is this the agenda that DeRoche and Moegerle are handing out also. Lawrence said yes. Moegerle said that came from the packet that the Mayor gave me. Voss said he just wants to understand that it came from the three of you. Boyer said so he is to understand there is no further information. Voss said he has not heard an answer yet. Lawrence said this is what we have right now. Moegerle said this is what we have. Voss said so there is no supporting, okay. He said we just have a list of items. Lawrence said so we should adopt the agenda. Voss said sounds like the answer is no, we have no supporting information; want to make sure we are clear on that. Boyer said it wasn't

posted for the residents to view. Moegerle said it is now posted for the residents to view. Boyer said it is 5 minutes before the meeting. Voss said so some of this just came up a half hour ago. Lawrence said it was prepared about 5:00 pm. Voss said all he has heard is kumbaya. Lawrence said nobody said kumbaya was coming. **DeRoche, Lawrence and Moegerle, aye; Boyer and Voss, nay; motion carries.**

Mayor's
Comments

Lawrence said he wants to thank all the people here that voted for us, and we will do our best to fulfill our obligations to the City on what we ran on. He said and we hope everyone will be happy with our jobs and we hope as a collective group we can all start to agree on things that make our City a better City, thank you very much. Voss said he agrees with that too.

Appointment
of City
Attorney –
Resolution
2011-01

Moegerle made a motion to adopt Resolution 2011-01 A Resolution Designating the City Attorney. Whereas, the City of East Bethel has designated a City Attorney; Whereas, the City Attorney serves at the pleasure of the City Council, and may be appointed and/or reappointed from time-to-time; Now, Therefore, be it resolved, by the City Council for the City of East Bethel that effective for the calendar year 2011, the law firm of Eckberg, Lammers, Briggs, Wolff & Vierling, P.L.L.P. is hereby designated as the City Attorneys for the City of East Bethel. Adopted by the City Council for the City of East Bethel, this 5th day of January, 2011. DeRoche seconded.

Boyer said he objects to this, we have no idea who these people are, nor have we interviewed these people as we have done in the past. He said nor have we published an RFP as we have done in the past, that was directed at City staff. Sell said no we have not. Boyer said he would suggest that this might be an illegal motion at this point then. Sell said the only thing he is concerned about is we do have a contract with the current City Attorney and he doesn't know off the top of his head what the termination provisions are in that contract, if there is a notice requirement, he doesn't know without looking. He said he would have to look and see what the termination requirements are based on the contract with Randall and Goodrich. Lawrence said so noted. Voss said so without knowing we could be at risk of terminating a contract without cause. Sell said he is not an attorney, but he would say there is termination provisions in there that you need to abide by that. Boyer said we need to know the terms of this contract what is it costing the people of East Bethel, none of that has been presented to the people.

Voss said he knew Randall wasn't going to be here tonight, is someone here. Sell said Goodrich is here, he is in the audience. Voss said to Goodrich, you are our City Attorney, we need legal advice. Goodrich said the Mayor asked me to leave. Voss said you are the City Attorney, you have not been dismissed. Goodrich came to the dais. Voss said Randall has been our City Attorney for quite a long time and he is not here tonight. He said it is your firm's contract; assume you don't know the terms of the contract. Goodrich said precisely. He said do know though that City Council's can appoint or remove City Attorney's under the contract terms. Voss but you don't know what the contract terms are. Goodrich said no. DeRoche said isn't that contract around here somewhere or shouldn't it be. Sell said yes, he sent a staff member to retrieve it. Voss said a few years ago we set up a process to review the contracts of all our consultants, city attorney, engineer, where are we in our in term with the City Attorney. Sell said he believes the contract runs through 2013. Voss asked is it a four year contract. Sell said he believes so. Voss said we set it by ordinance in terms of reviewing. Sell said there was a resolution adopted that laid out the timing for soliciting quotes for engineering, attorney services, fiscal advising services, all of those are all laid out. Voss said he recalls that we set up that process to force the City to review the contracts so it wasn't a long time legacy of contracts and part of that process was open bid, we received

bids and reviewed those bids as Goodrich alluded to and it was an open interview process in front of City Council.

DeRoche said this says the City Attorney serves at the pleasure of the City Council so if the City Council sees something wrong they can't take care of business. He said would like to see the contract. DeRoche said Voss you can sit up here all night and say things, but if you can't back it up, how do we know what you are saying is true. He said if that had been able to jell a little better, maybe we could have gotten this information up front. Boyer said that seems to be a rather circular argument to be honest, you drop this on us right before we go in session and then you criticize Voss for not having information to refute what you are talking about. Lawrence said he thinks we have heard enough. Boyer said we don't have rates. Voss said we don't have qualifications.

Dave Snyder from Eckberg, Lammers, Briggs, Wolff and Vierling, P.L.L.P said he is a partner there and is standing in for Mark Vierling, his partner that proposes to serve as either interim City Attorney or City Attorney as you move forward. He said a designation of either of those titles is what we propose; our understanding is the proposal is an hourly rate of \$140 per hour, that is our standard and typical rate to cities. Snyder said he was authorized to represent that is what is being proposed. Voss asked is there a written proposal that is being presented. Snyder said no, there isn't. He said he can put it in writing and would be pleased to if that is your request. Voss said he is curious; obvious there have been discussions with new Council Members and existing Council Members haven't been privy to it and neither has staff, just curious. Snyder said he has had no such discussions. Voss said but your firm has. Snyder said he is not aware of that, and he doesn't think that is the case, he has spoken with Mark Vierling from our office and he is entitled to represent the firm. Voss said you are not aware of they have had discussions. Snyder said he thinks he answered your question. Voss said but your firm had discussion with the three of them. Boyer said we can assume your firm had discussions with them. Snyder said you can assume what you want, but he thinks he answered your question. Voss asked what brings you here tonight. Snyder said he was asked by Mayor Lawrence to attend. Lawrence asked Snyder to elaborate on their qualifications of working with cities. Snyder explained that their firm represents more than 15 cities, he has worked in this area for more than 16 years, Mr. Vierling has done this for approximately 30 years, and our principle practice area is in public and municipal law and litigation. Boyer asked the current attorney rate. Sell said \$95 per hour. Boyer said this is more than 50% more than our current attorney rate. Sell said according to the contract. He said in response to DeRoche's question, under terms and conditions, contract reads, contract can be terminated by either party with 30 days written notice to the other party, so that is the termination notice in the contract. DeRoche said thank you. **DeRoche, Lawrence and Moegerle, aye; Boyer and Voss, nay; motion carries.**

Adjourn to
Executive
Session to
Discuss
Personnel
Issue – City
Administrator
– Douglas Sell

Moegerle made a motion to adjourn to executive session to handle several personnel matters. DeRoche seconded. Snyder said under the Minnesota Government Data Practices Act and Open Meeting Law, the City Council is entitled to adjourn to and in fact is required to adjourn to executive session to discuss personnel matters. If it is the intention or the desire of discuss personnel matters that would be done in executive session. That requires the council to be present, an electronic recording of the proceedings to be kept, and the room to be cleared of uninterested individuals. And so, it is a logistical pain, but that is what the law requires if we are to discuss personnel matters. Voss said he was under the impression and correct him if he is wrong, but with personnel matters isn't it also the option of person that is being discussed whether it is going to be an open or closed meeting. Snyder said in the interest of meeting management, not a stickler for protocol, but he would note that it is conventionally the approach to have a Council Member first be recognized by the Mayor

before directing a question either to staff or the Council, and that is one way of putting a break on the frequency of or the duration of questions. He said so everyone is entitled to ask the questions they think are important to ask, but generally it is directed through the mayor first and we need to be recognized. Voss said he assumes you are taking a shot right at me and he knows you are not familiar with our City. Lawrence said he thinks he means I run the program and you are supposed to acknowledge me before you speak. Boyer said this is the weak Mayor system. Snyder asked to be noticed, he said he was just making a point of protocol, so it be known. Voss said we need to be specific what personnel matter we going to discuss. Lawrence said Mr. Sell. Voss said so as he understands it, it is the City Administrator's option to have this open or closed. Lawrence asked Mr. Sell if he wanted the meeting open or closed. Mr. Sell said not knowing what the discussion is; he would prefer it closed until he knows what the discussion is. **Boyer, nay; DeRoche, Lawrence, Moegerle, Voss, aye; motion carries.**

Snyder said Council has met in executive session as required to discuss a personnel matter. That discussion has occurred and has concluded. No action is taken in the executive session, but action can be taken in the open meeting portion, that is the portion we are in now. He would represent to the Council that City Administrator Sell has requested to be placed on Administrative leave effective immediately and that he would be paid on that leave for a term up to 30 days, pending further council action. And so if Council is agreeable to that state of affairs, you can make a motion to approve, if not, you can state why. Snyder said if before or after 30 days any Council Member can address this at a meeting, put it on the agenda if you will.

DeRoche made a motion to grant the request of Douglas Sell, City Administrator to be placed on administrative leave effective immediately and that he will be paid on that leave for a term up to 30 days, pending further Council action. Also, any Council Member can put this on an agenda for discussion, before or after the 30 days. Moegerle seconded. Boyer, nay; DeRoche, Lawrence, Moegerle, and Voss, aye; motion carries.

Assistant City
Administrator/
HR Director
Position -
Elimination

Moegerle made a motion to adjourn to executive session to discuss personnel matters as they relate to the Assistant City Administrator. Snyder explained that personnel matters are not generally handled in executive session unless they relate to employee performance. He said if this is just to the position in general, such as the Assistant City Administrator position in general, that can be dealt with in open session. Snyder said matters such as employee performance, employee discipline, employee health or medical data that cannot be discussed in open session. Voss said he understands it is the Assistant City Administrator, what is to be discussed. The agenda just lists Assistant City Administrator. **Moegerle withdrew her motion.**

Moegerle made a motion that the position of Assistant City Administrator/HR Director be eliminated effective immediately. DeRoche seconded. Boyer said this is an outrage again, we are running down the road, we are not going to tell anyone what we are doing, we are going to just go ahead. He said if this is the new open, this is taking the City back to the cigar smoking days back in the dens and he really does not wish to be a part of this much longer. Boyer said this is an insult to the people of the City of East Bethel. Voss said in terms of this position there is an existing agreement is there not. Snyder yes there is. Voss how does this fit in with the agreement. Snyder said he has made his opinion on the legal matter on the agreements made in mid December known to the Council. Voss said we were discussing the City Administrator contract earlier, this is a separate contract, again we don't have it in front of us, but what is the City's exposure for terminating the position. Snyder said he has made his opinion clear on that, he doesn't have any reason to recommend one

way or the other, he believes the position exists at the discretion of Council and if Council wishes to eliminate this position the can do so, if it desires not to, it doesn't have to. Voss said maybe he is not making himself clear, there is an existing agreement with the Assistant City Administrator, and within that agreement what he remembers are that there are provisions for termination and for elimination of the position, what he is asking the City Attorney is what is the City's exposure of eliminating the position under the agreement. Snyder said he has explained his position, his opinion relative to those agreements, and that is his answer. Voss asked when did you explain that, he doesn't remember you explaining that. Snyder said he has explained his position. Voss asked him to explain it again. Snyder said he can not state it publicly and will not state it publicly. Voss said when did we discuss this contract. Snyder said you have my answer. He said he does not wish to discuss legal strategies in a public meeting. Lawrence said he has answered the question. Boyer said this is different, this position was funded by a budget that was certified by the State of Minnesota, and the other position was different. Voss said he is asking the City Attorney what our exposure is in terms of the agreement. Snyder said and he has stated his answer. Voss said no you have not. Snyder said then we must agree to disagree. Voss said these are two different agreements. Snyder said he understands your point. Voss said so you are not answering my question. Snyder said no, I have answered your question. Voss said he understands we can cancel we can cancel any contract. Moegerle said for him to answer would violate attorney/client privilege. Voss said between who. Moegerle said between the City and attorney. Snyder said he has answered the question you have asked, he cannot state any differently and will not, he has stated the Council is authorized to take this step if it wished to. Voss said he understands that. He said but he is trying to get an answer on can we legally do this, no one has answered that. Lawrence said we have legal advice saying we can go ahead and do this. Voss asked by eliminating this position, what happens to that staff person. Snyder said the position is eliminated, there is no position for the person to occupy, beyond that he cannot comment and won't comment on personnel issues. Voss said so just to be clear we are eliminating the position and person effective tonight. He said it is not shuffling, it is terminating tonight. Lawrence said correct. Boyer said once more this was done without any notice to the public. Lawrence said so noted. **Boyer and Voss, nay; DeRoche, Lawrence and Moegerle, aye; motion carries.**

Appoint
Interim City
Administrator

Lawrence made a motion to appoint David Schaaf as Interim City Administrator. Boyer said have we advertised for this position. Lawrence said he is very well qualified. **Moegerle seconded.** Voss said so this was set up before you came here, you have had this discussion before this meeting tonight. Moegerle said she thinks the motion is well made. Voss said yes or no, you had this discussion before the meeting tonight. Moegerle said she discussed this with Richard. Boyer asked for an opinion from the City Attorney on the legality on this. Snyder said the City Administrator serves at the will of the Council, can be hired at the will of the Council. Boyer asked without any kind of public notification, without posting the position. Snyder said it's commonly posted and interviewed for, but doesn't have to be done, interim administrators are appointed but it is a matter of will for the Council. Voss said forget the legalities of it, it is how we present this to the public, and this is insane. **Boyer and Voss, nay; DeRoche, Lawrence and Moegerle; aye; motion carries.**

Voss asked what are the terms of this agreement. Boyer said do we even tell the Council what is going on. Boyer left the Council meeting. Lawrence said that will be worked on by Council. Voss said it is currently not a paid position. Lawrence said that is right. He asked Schaaf if he was okay with that. Schaaf said hopefully we can resolve that soon. Voss said he assumes you have previous experience as a City Administrator. Schaaf said served on Oak Park Heights four years as City Council Member, four years as Mayor, elected to represented a district in Anoka County in the State Senate, was elected back in the 60'ss to

be a sewer trustee for the North Suburban Sanitary Sewer District. Voss said so you have been a representative but not an administrator, so you haven't administered or managed a City. Schaaf said he has owned a number of businesses so he has had to administer those. He said he is quite conversant with the laws and duties of both the administrator and the City Council. Voss said he thinks this fits the bill, has your design in it.

Bolton &
Menk

Water
Treatment
Plant Project
and Waste
Water Piping
Project

Schaaf said the next item on the agenda is Bolton and Menk. Schaaf read the proposed resolution as follows: A Resolution Regarding Water Treatment Plant, Wastewater and Water Piping Bids, Whereas, the City Council for the City of East Bethel attempted to take action on Resolutions proposed as Resolution 2010-96 and 2010-97, relative to the water treatment plant and wastewater and water piping bids at their December 15, 2010 meeting; Whereas, the City Council has determined that these matters need to be reviewed further; Now Therefore, Be It Resolved, by the City Council of East Bethel as follows: . 1. That any and all further action relative to Resolutions 2010-96 and 2010-97 and any work or process to be implemented thereunder is hereby ordered to be suspended; 2. That consulting engineers Bolton and Menk are hereby ordered and directed to take no further action relative to this project until further order of the City Council. Adopted by the City Council for the City of East Bethel, this 5th day of January, 2011.

Moegerle made a motion to adopt Resolution 2011-02 A Resolution Regarding Water Treatment Plant, Wastewater and Water Piping Bids. DeRoche seconded. Voss said so this resolution is basically suspending the contract we have with Bolton and Menk. Moegerle said yes, suspending, not cancelling. DeRoche said we are trying to get the information that we were trying to get prior to this, the biggest things was how is this project going to be funded and can the residents of east bethel afford it. Before you passed this, and you preached that the residents wouldn't have to pay for it, when I viewed the prospectus, it looks like the citizens are on the hook. Voss said he doesn't preach. He said you asked about the funding when we talked a few weeks ago for about 60 or 90 minutes and he suggested we sit down with Bolton and Menk and all the numbers and everything will be out so you can understand that. DeRoche said yes, but this should have been done prior to the election, or prior to the week and a half before we take oath, it should have been extended the day after the election, look folks this is how we are going to do this, instead, finding out these are revenue bonds, G.O. bonds, what does that mean, explain to the public what G.O. bonds means. Snyder said this is why questions are best directed at the Mayor so we don't get into arguments, there is a request for suspension of activity with respect to the agreements, his recommendation is if Council feels they need to get educated on the financial implications or other implications of the project that it proceed to do so as efficiently as it can, and if a Council Member feels they need information on it, they should get the information, do it quickly, but they should get the information. Voss said he agrees, that is the discussion that we had, and he believes or at least what he heard is the suggestion from the previous City Administrator, ex City Administrator, that a meeting be assembled and the information be provided so that you could ask those questions, and he doesn't believe that was ever done. Lawrence said what is important is we don't have the information. Voss asked was this ever done, were you ever offered to sit down with Bolton and Menk.

Schaaf said he was asked after the election, by the Mayor, if he would do some investigation because he was very concerned about the financial liability of this project. He said one of the things he did was sat down with Bolton and Menk to go over the project from their prospective, what was their idea of what was going to happen. Schaaf said he was told in over two hours that they way he arrived at the numbers was in-depth discussions with City Council. He said so presumably the City Council knew when development was going to

come and in what order, so that the bonds could be paid off by connection charges. Schaaf said one of the problems we have is the public thought that they would never have to pay unless they hooked up. He said the project as outlined does not serve any citizens of East Bethel it is for the commercial area north of Ham Lake, up Highway 65 for about 4 miles. Schaaf said you how can take a \$20,000,000 bond issue and say this is going to cost so much per year, \$17,000 per hook and we will have so many hook ups per year. He said if there isn't an outside person looking at this that has no financial interest it raises in my mind a lot of questions of how this should be done. Snyder said again, Mr. Mayor again, if I may, one format for proceeding if the new Council Members have questions or need to be brought up to speed, one vehicle of doing that is to have an informal workshop meeting with either City staff, or City Council generally, whatever the merits are on the inquiry it seems to be that you should figure out the vehicle to get your answers or you can explore this regulatively quickly and if you are of a mind a workshop meeting is a good way to do that. Voss said so, it would seem that although the offer of an informal workshop meeting was offered at least to DeRoche that Schaaf met with the consultant, made your judgment, and gave your advice to the three incoming Council Members and that was all before, in December. Schaaf said yes, in November/December. Schaaf said one of the things he looked at was the prospectus for the City by Springsted, it shows the building permits issued by the City, it shows that to date we have issued 1, last year we issued 4, and the year before that we issued eleven. The current census figures show that there are currently 256 vacant houses in East Bethel, the point being if this is the growth pattern then why would businesses locate here if those are the circumstances, if raises red flags. Voss said he understands your assessment and opinion of that prior to your appointment as interim City Administrator, on those policy decisions. He said but his point is the incoming Council Members had all those prior conversations prior to coming in. Schaaf said the mayor and I met with the City Administrator a week or 10 days after the election so we could become more familiar with it, it raised a lot of red flags in his mind. Schaaf said he is not an anti-sewer person and he won't work with people that say they have made up their minds, don't confuse me with the facts. He said so in his view there are significant facts that say, at least we should do put this on hold for now. Moegerle asked to respond to Voss's question about being invited to such a meeting. She said she was not invited. Moegerle said also, the Comprehensive Plan in chapter 9 has a provision that it needs to be reviewed annually so it remains an effective guide and she has been unable to find through the website that an annual review of the 2008 Comprehensive Plan has occurred since it was adopted in 2007 and this she thinks will play into looking at this as we do the 2011 Comprehensive Plan review. Snyder said if you contemplate a workshop meeting, everyone should have their questions ready, work with staff and be prepared to make it a productive meeting. On the other hand, if you feel you have all the answers, make the motion accordingly, but probably appropriate to decide on this one issue sooner. **Voss, nay; DeRoche, Lawrence, and Moegerle, aye; motion carries.**

Review Trail Project

Schaaf said the next item is review Booster Park/Cedar Creek Trail Project, his understanding is a Council Member wanted to suspend any activity on this project until further reviewed.

Lawrence made a motion to suspend any activity on the Booster Park/Cedar Creek Trail Project until further review. DeRoche seconded. Voss asked are we suspending the contracts. He asked in terms of the contracts do we have provisions for suspending the contracts. Jochum said he doesn't know how this affects the contract; he doesn't have the contract before him. DeRoche said his concerns is the city's finances, we need to take a look at this and prioritize the needs from wants. Voss said he is not in support of this project, he hasn't been. He said if we are suspending this project are we going to look at it in two years, two weeks, what is the actual action. DeRoche said our thoughts is this not the

most pleasant transaction, it is going to take time to weed out what is going to happen, but out intent is before you spend money you have to make sure you have it. He said he thought it was going to cost us \$459,000 for this trail and our roads budget was cut. Voss said the motion has been made to suspend the project, so when will this be discussed again, when will it be taken up again. Schaaf said he will want to talk to the contractor, it sounds like four people aren't happy and we might be forced to renegotiate with the contractor. Voss said he wants to know when we are going to take this up again. Snyder said he suggests you make this subject to staff review and then staff can provide an opinion within seven days. Voss said he thinks seven is pretty short and normally when we table something we give staff 30 days to review it. Snyder said he is fond of the seven day turnaround because it keeps things prompt, then if Council wants to tackle this at their next work meeting they could discuss it. He said he appreciates the concern. **All in favor, motion carries.**

Public Forum

George Paavola of 213 Hawthorne Road asked how many people it takes to make a quorum for the open meeting law. Lawrence said three people. Paavola asked when does that take effect, after the election, after they take their oath. Lawrence said after they take office. Snyder said in best cases they should avoid discussion. He gave an example. Paavola said it seems to him there was an awful lot of collusion prior to this meeting.

Al Thunberg of 22965 3rd St. NE said he is concerned about what he saw here tonight. He said he knows it is the Council's prerogative. Thunberg said we have a City Attorney, methods of issuing contracts, we have a new City Administrator, we don't know how much he is making, we don't know anything about this guy. He said he understands he is interim, but I urge you all to start following the rules that need to be followed. He said and Richard, I understand you are a business man, but the Mayor cannot just hire his buddies to run the City. Lawrence said I don't hire buddies. Thunberg said well his understanding is the decision to hire the new City Attorney and interim City Administrator were made prior to tonight. He said and he is appalled as a taxpayer of the City of East Bethel about what you have done here. Snyder said to clarify just remember, nobody earns anything until the terms of the earning and so forth are set before the Council and voted on, so. Thunberg said so everything you have done so far is free. Snyder said yes, that is how it appears, that is true. Thunberg asked and how about Schaaf. Snyder said that would be his recommendation.

Tiana Channer 21572 Tyler Street NE, said yes, just like everyone else, her head is swimming, she doesn't know. She said but she is curious as to what benefit the City will get by the elimination of Assistant City Administrator/HR Director position. Snyder said there can only be general discussion to the position, not the person. Channer said yes; help her understand how this elimination has benefited the City of East Bethel. She said she would love for the Mayor to answer one of these questions. Lawrence said we discussed this among the three of us prior to taking office, as information came in from the City, we decided that would be a wise decision to do. Schaaf said in his discussion with Council Members they were deeply concerned about the costs to the taxpayers, what they could do to reduce costs generally. He said as he understands it the Assistant City Administrator was making \$70,000+ benefits, and the City Administrator was making \$133,000, he had suggested he would work for about half of that. Schaaf said this problem is not the last. He said that was the lead impetus. Schaaf said in addition they had lost confidence. Channer asked were the concerns about not fully understanding the sewer project and the implications of that also part of that, were the staff decision based on what you think we might be impacted by this and you don't understand that. Schaaf said he has done some research, between his work with other Cities and his relationship with the League of Minnesota Cities and East Bethel is well over staffed and the pay is out of range. Channer asked who is going to be picking up work, for example is payroll going to be processed. Lawrence said there

will be discussion on that. Channer said so you did this without making these decisions, she is trying to understand this, you chose to do this, you chose to be elected to this position. Lawrence said the former City Council dumped a lot of stuff on us in the last two months, in a lame duck session. He said the question is relative to what we have to bear, we have a lot of financial responsibilities on us, the one thing we ran on and the people wanted us to do was cut the City budget and the people voted for us. Channer asked what about the people that didn't vote for you, do you represent all the people or just the people that voted for you. Lawrence said we represent the entire City. Channer said the good news is this is the most you have spoken the entire night. She said she would like to ask since it is almost 10:00 pm, and she can only speak for herself, but she has three children at home, that the commission interviews take place at another time.

Voss said he also would like to suggest that we make a motion to table the interviews. Snyder said this is an item on the agenda; we can talk about it as an agenda item.

Troy Lachinski of 22286 Vermillion Street NE said he shares the same concerns with other people agrees some changes need to be made in the City, he actually does. He said but he is shocked and concerned about what has been done tonight because you are taking over a \$5 million dollar business and without any observation. Lachinski said you have been shooting from hip and it is going to cost the City a lot of money. Lawrence said trust me, I don't shoot from hip. DeRoche said Mr. Mayor and Mr. Lachinski, I have been in the City for 20 years and I have seen a lot of things that shouldn't have happened. He said you can't do things and do projects and just expect people to just come up with the money. DeRoche said we are in a bad, bad financial situation in this country, now unless people think it is the right thing to do to spend all this money, then we will take donations, but otherwise it has to get under control. He said people have to control their own budgets and we have to control the budget in the City. DeRoche said there was just too much spending going on, and it is not like we said let's go ruin peoples lives; this is one of the hardest things he has ever done, because he has been laid off in the past. He said he doesn't like doing it, but you have to start someplace. DeRoche and we will look at staff and see who is doing what and maybe a little less time spent on the phones and maybe they can do something else. He said it is not his hope after 28 years to watch it go down the tubes after 28 years.

Tom Ronning of 20941 Taylor Street NE said he has been coming to meetings for six years and we have asked, and asked, and asked for consideration about costs, about the sewer, the last two months have been about the City Administrator and Assistant City Administrator positions. He said this is nothing new, he personally appreciates what you are doing to put the breaks on some of the wasteful damn spending here and he applauds you. Thank you.

Greg Stewart of 23251 Buchanan Street NE said hats off to you, I really appreciate what you are doing, a phenomenal job, think you are going in the right direction; I have all the confidence in the world in you. He said you too Steve Voss for sticking around, with that said, he is going to do a Bill Boyer and leave.

There were no more comments so the public forum was closed.

Commission Interviews

Schaaf said there has been some discussion that maybe we could do some of this at the workshop. Voss asked are you interested in pushing this off to the next Council meeting. Moegerle said she would like to do this at the work meeting.

Moegerle made a motion to table the Commission Interviews until the work meeting on Wednesday, January 12, 2011 at 6:00 p.m. DeRoche seconded. Voss asked are we going

- to ask the residents in the audience for input on this. **Voss, nay; DeRoche, Lawrence and Moegerle, aye; motion carries.**
- Approve Bills **Voss made a motion to approve the bills as presented. DeRoche seconded; all in favor, motion carries.**
- Meeting Minutes **Moegerle made a motion to table the approval of the December 15, 2010 City Council meeting minutes indefinitely. DeRoche seconded; all in favor, motion carries.**
- Appoint Regular Employee **Lawrence made a motion to appoint Janet Haapoja as a Regular Employee. DeRoche seconded; all in favor, motion carries.**
- Designate Official Depositories **Moegerle made a motion to adopt Resolution 2011-03 A Resolution Designation Official Bank Depositories For Calendar Year 2011, People's Bank and Village Bank. Voss seconded; all in favor, motion carries.**
- Designate Official Newspaper **Moegerle made a motion to adopt Resolution 2011-04 Resolution Designating the Official Newspaper. DeRoche seconded; all in favor, motion carries. 0**
- Abolish the Board of Health **Moegerle explained that the City Code Division 2, beginning with Section 2-98 refers to a Board of Health and she has reviewed the City web site and record we have not appointed a board since 2004 (she passed out the code). She said the City board of health is made up of five members, is to be appointed by the Council at its first meeting of each year, and one member shall be a physician. She said this should be abolished as soon as possible.**
- Moegerle made a motion to abolish Division 2, Board of Health from City Code. DeRoche seconded. Voss said this does not affect us; it just needs to be cleaned up. All in favor, motion carries. Snyder said an ordinance will have to be drafted and adopted by City Council to remove this from City Code.**
- Appoint Acting Mayor **Lawrence made a motion to appoint Council Member Moegerle as the Acting Mayor. Voss seconded; all in favor, motion carries.**
- Other **Lawrence made a motion to schedule a work meeting for January 12, 2011 at 6:00 pm. Some items on the agenda will be interview commission members, Karen Skepper from Anoka County HRA Market Analysis Information, 2011 Annual Comp Plan Review and Sewer and Water Project. Voss asked wouldn't it be better to have Ms. Skepper come to a regular meeting so it is broadcast. Council consensus was that would be more appropriate. Moegerle seconded; all in favor, motion carries.**

Voss said there are items on the previous agenda that did not make it on this agenda.

East Front Blvd. Storm Water Management Project. Jochum said in general this project was discussed at the November meeting; the project consisted of an inlet structure. Schaaf asked where this is. Jochum said County Road 22 and East Front Blvd, the cul-de-sac where it dead ends. He said it was developed by the Anoka Conservation District they came up with the costs. Jochum said in general what they thought construction costs would be. He said this also ties in with the next agenda item. DeRoche asked was there an ecological impact study done, where the runoff is going to go. He asked what is this going to do with the rest of the

water. Jochum said ACD did most of the calculations. He said the skimmers in the front might have a minute effect. DeRoche asked does this have to be consistently monitored and cleaned out. Jochum said what we were suggested was a manhole ditch that would only have to be cleaned annually. Moegerle said she knows the rainfall is a variable, but could you give us an idea of what that would be able to handle on a downpour. Jochum said this would handle a small downpour; the large rainfall would jump over it. He said they call this a first flush.

Voss said what is not in the packet is what was first discussed. Leon Mager said he represents East Bethel on the watersheds and he is on CLIA and the phosphorus savings was in the November minutes. Voss said part of the direction given to staff was for the City Administrator to sit down with CLIA and discuss this, he doesn't know if that has happened. Mager said this is a small part of ten locations; you should probably just address them all together. Schaaf asked would watershed be seeking grants or would the City. Mager said ACD would be doing that. He said a lot of groups would be seeking this. DeRoche asked this particular area that this is going to was dredged down. Mager said this is a different area. Voss said if you look in the upper left corner, which is Viking. DeRoche asked is this in the bay. Mager said yes, in the bay on 22. Voss said to your point Mager, the other sites, we should look at them all collectively, he is glad we are doing that.

Jochum said this was informational, so from the previous discussion in November, Council asked the Public Works department to go look and see if there were more of these area along Coon Lake. He said this is a precursory review. Jochum said the Public Works Manager had identified 11 sites, point discharges of storm water. He said the item that was put on for discussion was do you want to commit to this, you would have to put in a local storm water plan and put this in your watershed plan, it will need to be in your plan. Moegerle asked does this need to be done by March 4, 2011. Jochum said that is just for one grant. Moegerle asked so we do have some time. Jochum said you do need to get this done if you want to get grant money, because typically you only have a two month window. He said ACD has some ideas on this. Moegerle said her understanding is the first item you discussed was sent to the Roads Commission, and their opinion was it should be dealt with by a storm utility district. Jochum said typically cities are doing this. Moegerle said that is a taxing district. DeRoche asked would CLID collect this. Voss said no, a storm water district is much bigger, it is the entire City. DeRoche said wasn't Joshua talking about a bunch of those grants. Jochum said the more detailed it is the better. He said we want to improve water quality in the lake. He said we would need a commitment by Council and the community. Council consensus was to bring back more information to the next Council meeting.

Commission/Committee Liaisons-DeRoche said he is going to go to the Fire Department meeting. Voss said he would move to put this on the next agenda. Snyder said he would advise that you don't address items that are not on the agenda. Moegerle said shouldn't Boyer be here to participate in this agenda item. Voss said in the past we have all discussed this and divided it up.

Voss said he has two requests. He said he would like background information on the new City Attorney and Interim City Administrator. Voss said normally we go through vetting process. He asked who will the proposals for the contract for the City Attorney and Interim City Administrator come from. He said this needs to be formally presented. Voss said because right now no one is on the payroll. Schaaf said we can put the Interim City Administrator on the work meeting agenda. Voss said you keep putting things on that agenda and he thought it was to discuss the \$20,000,000 bond issue. He said he said it

would be nice if this was done in a public meeting, then it would be broadcast. Snyder said his suggestion is that it be done

DeRoche said he would like to say he appreciates the people that supported us at the election and for those that don't he guesses we have something to prove. He said we are not in here to save the world, we had our ideas, we put them out there and people made a decision, that is exactly what we are going to do and he hopes people continue to bear with us.

Moegerle said she apologizes that this was not elegant, first meetings are rather difficult, kind of like making sausage. She said it will get better. Moegerle said we understand that you are at top of organizational chart, then Council and then staff. She said so we are here to serve you, we can be educated, we want to know what is going on, we are open, please contact us with your concerns, it is going to be a lot more elegant from here on out and a much more traditional approach, she thinks your comfort level will rise. Moegerle said please bear with us for another couple meetings and she thinks you will be pleasantly surprised.

.Adjourn

Voss made a motion to adjourn at 10:45pm. DeRoche seconded; all in favor, motion carries.

Attest:

Wendy Warren
Deputy City Clerk



C O U N T Y O F A N O K A

Integrated Waste Management Department

Government Center
2100 3rd Avenue, STE 340 • Anoka, Minnesota 55303-5032
763-323-5730 • Fax 763-323-5731
E-mail • recycle@co.anoka.mn.us
www.co.AnokaCounty.us/recycle

December 28, 2010

Janet Haapoja
Recycling Coordinator
2241 - 221 Ave NE
East Bethel, MN 55011

Dear Janet;

The Anoka County Board of Commissioners approved 2011 Municipal Goals, SCORE Municipal Reimbursement Funding Allocations on December 14, 2010. In addition staff was authorized to prepare Residential Recycling Program Agreements. The Anoka County Agreements are based on the following:

- **2011 Municipal Residential Recycling Goal** – The abatement goal will remain constant at 175 pounds per person per year. The goals were based on the 2009 Metropolitan Council population estimates that were released in July 2010. Specific goals are listed on the chart on the reverse side of this memo.
- **2011 SCORE Municipal Reimbursement Funding Allocation** – The 2011 SCORE allocation is a base of \$10,000 and \$5.05 per household and is on the chart on the reverse side of this memo. Anoka County is expecting a fall SCORE payment of \$413,023 and a spring SCORE payment of \$413,023. The proposed 2011 municipal funding includes the additional payment **expected** to be received in the spring of 2011. If the second payment is not received the funding allocation will be reduced accordingly.
- **2011 Contracts** – The 2011 residential recycling program contracts are included in this mailing. Please note the language in Section 7 regarding the SCORE funding.

Section 7. Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event insufficient SCORE funds are available. If the spring SCORE payment of \$413,023 is not received or is reduced, the County may reduce the project maximum amount payable to the Municipality. The County will promptly notify the Municipality in the event that the project maximum will be reduced.

Please have the mayor/town board chair and clerk/administrator sign all three copies of the agreement and return to Anoka County to complete the signature process. When the agreements are completely signed, an original copy will be mailed back to you and Anoka County will retain two copies for its files. Thank you!

Sincerely,

Carolyn Smith
Solid Waste Abatement Specialist

2011 SCORE Funding and Goals
\$10,000 Base per municipality and \$5.05 per household
Goal based on 175# per person per year

2011 funding is based on receiving an additional spring payment of \$413,023. If the spring payment is not received, the 2011 funding total will be one half the total listed for each municipality.

Municipality	HH	Population	Goal	2011 Funding
Andover	9,795.00	31,298.00	2,738.58	59,464.75
Anoka	7,346.00	17,966.00	1,572.03	47,097.30
Bethel	189.00	534.00	46.73	10,954.45
Blaine	20,807.00	58,020.00	5,076.75	115,075.35
Centerville	1,326.00	3,881.00	339.59	16,696.30
Circle Pines	2,091.00	5,279.00	461.91	20,559.55
Columbia Heights	8,227.00	18,361.00	1,606.59	51,546.35
Columbus	1,419.00	4,104.00	359.10	17,165.95
Coon Rapids	23,734.00	63,162.00	5,526.68	129,856.70
East Bethel	4,074.00	12,090.00	1,057.88	30,573.70
Fridley	11,221.00	26,347.00	2,305.36	66,666.05
Ham Lake	5,163.00	15,324.00	1,340.85	36,073.15
Hilltop	402.00	792.00	69.30	12,030.10
Lexington	817.00	2,017.00	176.49	14,125.85
Lino Lakes	6,165.00	20,305.00	1,776.69	41,133.25
Linwood	1,858.00	5,452.00	477.05	19,382.90
Nowthen	1,425.00	4,418.00	386.58	17,196.25
Oak Grove	2,800.00	8,579.00	750.66	24,140.00
Ramsey	7,976.00	23,272.00	2,036.30	50,278.80
St Francis	2,574.00	7,455.00	652.31	22,998.70
Spring Lake Park	2,696.00	6,652.00	582.05	23,614.80
Total	\$ 122,105.00	\$ 335,308.00	\$ 29,339.45	\$826,630.25

Population and Household count based on Metropolitan Council Estimate released in July of 2010.

Total SCORE allocation is \$826,046, \$584.26 has been added to round up to \$5.05 per HH.

AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January, 2011, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF EAST BETHEL, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, Anoka County will receive \$413,023 in funding from the Solid Waste Management Coordinating Board and the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") prior to the effective date of this Agreement; and

WHEREAS, Anoka County anticipates receiving an additional \$413,023 in SCORE funds in the spring of 2011; and

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by the Anoka County Board of Commissioners by providing said SCORE funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. **PURPOSE.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality.
2. **TERM.** The term of this Agreement is from January 1, 2011 through December 31, 2011, unless earlier terminated as provided herein.
3. **DEFINITIONS.**
 - a. "Problem material" shall have the meaning set forth in Minn. Stat. § 115A.03, subdivision 24a.
 - b. "Multi-unit households" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
 - c. "Opportunity to recycle" means providing recycling and curbside pickup or collection centers for recyclable materials as required by Minn. Stat. § 115A.552.
 - d. "Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
 - e. "Recyclable materials" means materials that are separated from mixed municipal solid waste for the purpose of recycling, including paper, glass, plastics, metals, fluorescent lamps, major appliances and vehicle batteries.

- f. Refuse derived fuel or other material that is destroyed by incineration is not a recyclable material.
 - g. "Yard waste" shall have the meaning set forth in Minn. Stat. § 115A.03, subdivision 38.
4. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 1,058 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.
- a. The Municipal recycling program shall include the following components:
 - i. Each household (including multi-unit households) in the Municipality shall have the opportunity to recycle at least four broad types of materials, such as paper, glass, plastic, metal and textiles.
 - ii. The recycling program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
 - iii. The Municipality shall implement a public information program that contains at least the following components:
 - (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
 - (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
 - (3) Two community presentations are to be given on recycling.The public information components listed above must promote the focused recyclable material of the year as specified by the County. The County will provide the Municipality with background material on the focused recyclable material of the year.
 - iv. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents.
 - b. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall prepare and submit to the County by March 31, 2011, a plan acceptable to County that is designed to achieve the recycling goals set forth in this Agreement.
5. **REPORTING.** The Municipality shall submit the following reports semiannually to the County no later than July 20, 2011 and January 20, 2012:
- a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also

provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this agreement. The Municipality shall also report the number of cubic yards or tons of yard waste collected for composting or landspreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.

- b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs.
- c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling programs.

The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

- 6. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices semiannually to the County for abatement activities no later than July 20, 2011 and January 20, 2012. Costs not billed by January 20, 2012 will not be eligible for funding. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.
- 7. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum as computed below, which shall not exceed \$30,573.70. The project maximum for eligible expenses shall be computed as follows:
 - a. A base amount of \$10,000.00 for recycling activities only; and
 - b. \$5.05 per household for recycling activities only.

Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event insufficient SCORE funds are available. If the spring SCORE payment of \$413,023 is not received or is reduced, the County may reduce the project maximum amount payable to the Municipality. The County will promptly notify the Municipality in the event that the project maximum will be reduced.

- 8. **RECORDS.** The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this

Agreement were expended in accordance with Minn. Stat. § 115A.557, subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.

9. **AUDIT.** Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.

10. **GENERAL PROVISIONS.**

- a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement.
- b. No person shall illegally, on the grounds of race, creed, color, religion, sex, marital status, public assistance status, sexual preference, handicap, age or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under any program, service or activity hereunder. The Municipality agrees to take affirmative action so that applicants and employees are treated equally with respect to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, selection for training, rates of pay, and other forms of compensation.
- c. The Municipality shall be responsible for the performance of all subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The Agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.
- d. The Municipality agrees that the Municipality's employees and subcontractor's employees who provide services under this agreement and who fall within any job classification established and published by the Minnesota Department of Labor & Industry shall be paid, at a minimum, the prevailing wages rates as certified by said Department.

- e. It is understood and agreed that the entire Agreement is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.
- f. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.
- g. Contracts let and purchases made under this Agreement shall be made by the Municipality in conformance with all laws, rules, and regulations applicable to the Municipality.
- h. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.
- i. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.

11. **PUBLICATION.** The Municipality shall acknowledge the financial assistance of the County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds (Select Committee on Recycling and the Environment).

12. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

13. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days written notice, delivered by mail or in person to the other party, specifying the date

of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

IN WITNESS WHEREOF, the parties hereunto set their hands as of the dates first written above:

CITY OF EAST BETHEL

COUNTY OF ANOKA

By: _____

By: _____

Name: _____

Rhonda R. Sivarajah, Chair
Anoka County Board of Commissioners

Title: _____

Date: _____

Date: _____

ATTEST:

By: _____

Municipality's Clerk

Terry L. Johnson
County Administrator

Date: _____

Date: _____

Approved as to form and legality:

Approved as to form and legality:

Assistant County Attorney

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.

Application fee for each event If application postmarked or received:	
less than 30 days before the event \$100	more than 30 days before the event \$50

ORGANIZATION INFORMATION

Organization name: Cedar Creek Community Schl PTO Previous gambling permit number: X-35490-09-001

Type of nonprofit organization. Check one.
 Fraternal Religious Veterans Other nonprofit organization

Mailing address: 21108 Polk St. NE City: Cedar State: MN Zip Code: 55011 County: Anoka

Name of chief executive officer (CEO): Patricia Norberg Daytime phone number: _____ Email address: _____

Attach a copy of ONE of the following for proof of nonprofit status. Check one.

- Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.
- Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803
 - IRS income tax exemption [501(c)] letter in your organization's name.
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
 - IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.
 - IRS - proof previously submitted to Gambling Control Board
 If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place):
Cedar Creek Community Schl

Address (do not use PO box): 21108 Polk St NE City: Cedar Zip Code: 55011 County: Anoka

Date(s) of activity (for raffles, indicate the date of the drawing):
04.09.11

Check the box or boxes that indicate the type of gambling activity your organization will conduct:
 Bingo* Raffles Paddlewheels* Pull-Tabs* Tipboards*

* Gambling equipment for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

Also complete
Page 2 of this form.

Print Form

Reset Form

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name _____
 On behalf of the city, I acknowledge this application.

Signature of city official receiving application

Title _____ Date ____/____/____

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.

A township official is not required to sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____
 On behalf of the county, I acknowledge this application.
 Signature of county official receiving application

Title _____ Date ____/____/____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name _____

Signature of township official acknowledging application

Title _____ Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature Patricio Norberg Date 01.04.11

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
- application fee for each event.

Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Print Form

Reset Form

This form will be made available in alternative format (i.e. large print, Braille) upon request.
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information requested; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If you supply the information requested,

the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data are available to: Board members, Board staff whose work requires access to the

information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.

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

RESOLUTION 2011-05

**RESOLUTION APPROVING APPLICATION FOR A RAFFLE PERMIT FOR
CEDAR CREEK COMMUNITY SCHOOL PTO**

WHEREAS, Cedar Creek Community School PTO has made application for a gambling permit for a raffle to be held on April 9, 2011 at the Cedar Creek Community School, 21108 Polk Street NE, East Bethel, MN 55011.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA that the gambling permit application for the Cedar Creek Community School PTO for a raffle to be held on April 9, 2011 at the Cedar Creek Community School, 21108 Polk Street NE, East Bethel, MN 55011 is approved.

Adopted by the East Bethel City Council on this 19th day of January, 2011.

Richard Lawrence, Mayor

ATTEST:

Wendy Warren, Deputy City Clerk

ANIMAL CONTROL CONTRACT

This Contract is by and between Gratitude Farm, Inc., a Minnesota corporation, hereinafter referred to as the “Contractor”, and the City of East Bethel, a Minnesota municipal corporation, hereinafter referred to as “City”. The parties hereby agree as follows:

1. Term. This Contact will be in effect from January 19 2011, until January 1 2012, unless sooner terminated as provided in Paragraph 20.
2. Patrol Services. GRATITUDE FARMS will provide small animal control patrol services to the City, using a vehicle reasonably designed and equipped for pick up and transportation of small animals in accordance with City Ordinances and Minnesota Statutes. Patrol services will be provided on days and at times agreed upon by the parties. The vehicle will display appropriate GRATITUDE FARMS identification on at least two sides, and GRATITUDE FARMS will insure, service, and maintain the vehicle and all equipment used in the patrol services at its expense.
3. Call Out Service. In addition to patrol services, GRATITUDE FARMS will maintain at least one vehicle available at all times for call out service to attend to animal control cases arising outside of any designated patrol service hours. Call out service will be furnished at the specific request of an authorized City representative or a law enforcement agency designated by the City.
4. Personnel. GRATITUDE FARMS will employ only competent personnel, trained in the handling of small animals, for the performance of the services provided for in this Contract. GRATITUDE FARMS employees will be in proper uniform when performing their duties; the uniforms must clearly identify the employee by name, employer, title, and employee identification number.
5. Pick Up and Impoundment of Animals; Payment of Charges. The City authorizes GRATITUDE FARMS to pick up, impound, and/or dispose of dogs and other small animals pursuant to City Ordinances and Minnesota Statutes while performing patrol services in the City and, as otherwise as directed or requested by an authorized City representative. Upon request by an authorized City representative, GRATITUDE FARMS will pick up cats to be impounded and quarantined as a result of a bite.

When the owner of an animal is known, the owner must pay all impoundment, boarding, and related charges in connection with the seizure and impoundment of an animal. When the owner cannot be identified, the City will pay the charges.

GRATITUDE FARMS will not enter private property against the wishes of the owner of the property or forcibly take an animal from any person without the direction and assistance of the Anoka County Sheriff or a Deputy Sheriff and/or an order issued by a court of competent jurisdiction.

6. Call Out Service Response Time. GRATITUDE FARMS will respond within 15 minutes to a call out request when directed by an authorized City representative. If

unable to respond to the situation site within 15 minutes, GRATITUDE FARMS will respond, by telephone, to a call out request from an authorized City representative within 15 minutes of the time of the call acknowledging receipt of the call and providing an estimated time of arrival at the location of the problem. In no case will a response to a call out exceed two hours.

Should GRATITUDE FARMS fail to respond within two hours of a call, the City may seek assistance from another source, and, the cost of the alternative assistance will be paid by GRATITUDE FARMS upon presentation of an invoice.

GRATITUDE FARMS must at all times provide the City with current call out contact information, including but not limited to office, cell, and pager telephone numbers. The City will not pay GRATITUDE FARMS for call out service unless the service was specifically requested by an authorized City representative. The City agrees to provide GRATITUDE FARMS a current list of authorized City representatives.

7. Place of Impoundment. All impounded animals will be kept at GRATITUDE FARMS, 22359 Bataan St NE., East Bethel, MN 55011, telephone number (763) 331-2275. GRATITUDE FARMS agrees and warrants that all impounded animals will be kept in a comfortable, safe, and humane manner for the period required by City Ordinance. It is agreed that GRATITUDE FARMS may temporarily board at an emergency facility if accommodations or necessary treatment is not immediately available at the above location.
8. Impoundment, Boarding and Related Charges. At the time an animal impounded under this Contract is claimed by its owner, GRATITUDE FARMS or its agent will collect the impounding, boarding, and related charges set forth on Exhibit A attached hereto and made part of this agreement. If an animal is unclaimed after six days, plus the time of quarantine if applicable, the City will pay the charges set forth on Exhibit A.
9. Release of Dogs. Prior to the release of any dog impounded by GRATITUDE FARMS pursuant to this Contract, GRATITUDE FARMS will require that the owner produce a valid City dog license, the owner's driver license or a state issued identification card and a copy of the current rabies vaccination certificate for the animal. Copies of driver licenses and rabies vaccination certificates along with dog license information must be included by GRATITUDE FARMS with each month's invoice to the City or upon request by the City.
10. Unclaimed Animals. In the event an animal is impounded and boarded pursuant to this Contract or is placed under quarantine by Minnesota Statute or by a ruling of the State Department of Health, the animal will be impounded and boarded for the period required by the order, statute, or ruling plus an additional six days. At the end of such period, the City will release all of its rights, interest, and control over the animal, which then will be disposed of as follows: in the event that any impounded dog, cat, or other animal is unclaimed within six days, or within six days after the end of a quarantine period when applicable, it shall be surrendered to and become the property

of GRATITUDE FARMS, to be disposed of or sold at GRATITUDE FARMS's discretion. All proceeds from the disposition of such animals may be retained by GRATITUDE FARMS, including any proceeds from any animals disposed of in accordance with Minnesota Statutes 35.71, as an offset to costs incurred.

11. Records. The City will furnish to GRATITUDE FARMS any forms or receipts required by City ordinances or by the City's record keeping/accounting procedures, and GRATITUDE FARMS will keep records of all animals impounded, including an accurate description of the animal, the period of impoundment, all charges in connection with the impoundment, and the final disposition of the animal.
12. Hold Harmless and Insurance Coverage. GRATITUDE FARMS assumes liability for all injury or harm to animals under its care due to its negligence or that of its employees or agents. GRATITUDE FARMS agrees to defend any lawsuits arising therefrom, and will defend, indemnify, and hold the City harmless, including its officers, employees, and agents, from any and all claims, suits, losses, damages, or expenses on account of injury, sickness, disease, death, or property damage suffered or sustained by any person or animal as a result of, or alleged to be the result of, GRATITUDE FARMS's actions under or pursuant to this Contract, provided that GRATITUDE FARMS will not be responsible for any injury or damage as a result of the handling of any animal by the Anoka County Sheriff's Department or any of its Deputies or agents.

GRATITUDE FARMS will provide the City with proof of comprehensive general liability insurance in the amount of \$500,000.00 per claim and \$1,000,000.00 per occurrence, automobile liability insurance in the amount of at least \$500,000.00 per claim and \$1,000,000.00 per occurrence and E.O.C. insurance in the amount of \$250,000.00 per occurrence. Contractor will carry, and upon request of the City provide proof of, Workers Compensation Insurance coverage if required by Minnesota law.

13. Payment for Services by City. Payments for patrol and call out services and all other payments to be made by the City to GRATITUDE FARMS pursuant to this Contract and as set forth on Exhibit A will be made upon receipt of monthly invoices from GRATITUDE FARMS. Payment of invoices shall be within 30 days from receipt of the invoice. Invoices must include a complete itemized summary of activities for the month for which billed, including copies of tickets for animals impounded, timesheets for persons providing services during the month and documents or copies of documents identified in paragraph 9 above.
14. Non Discrimination. During the period of this Contract, GRATITUDE FARMS will not discriminate against any employee or applicant for employment because of race, color, creed, sex, national origin, or ancestry and will include a similar provision in all subcontracts entered into for the performance hereof. This paragraph is inserted in the Contract to comply with the provisions of Minnesota Statutes 181.59.

15. Data Practices Act. GRATITUDE FARMS will comply with the Minnesota Data Practices Act and all other State and Federal laws relating to data privacy or confidentiality and shall hold the City and its employees harmless from any claims resulting from any improper disclosure or use of data it receives or maintains in performance of this Contract. GRATITUDE FARMS will immediately report to the City any requests from third parties for information relating to its performance of this Contract.
16. Information Requests. GRATITUDE FARMS will immediately report to the City Administrator, any requests from third parties for information relating to this Contract.
17. Data Requests. GRATITUDE FARMS will promptly respond to inquiries from the City concerning data requests.
18. Protected Data Hold Harmless. GRATITUDE FARMS will hold the City, its department heads and employees, harmless from any claims resulting from the unlawful disclosure of data protected under State and/or Federal laws.
19. Americans With Disabilities, Minnesota Human Rights, and Civil Rights Acts. GRATITUDE FARMS agrees to abide by the requirements and regulations of the Americans with Disabilities Act of 1990 (ADA), the Minnesota Human Rights Act (Minnesota Chapter 363), and Title VII of the Civil Rights Act of 1964. These laws deal with discrimination based on race, gender, disability, religion, sexual preference, and sexual harassment. Violation of any of the above laws will be cause for termination of this Contract.
20. Early Termination. Either party may cancel this Contract upon 60 days prior written notice to the other party.
21. Notice. Notices pursuant to this Contract shall be addressed as follows:
 - a. To Contractor: Ms. Tammy Gimpl
Gratitude Farms, Inc.
22359 Bataan Street NE
East Bethel, Minnesota 55011
 - b. To City: City Administrator
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

Alternatively, notices required by this Contract may be personally delivered to the persons named above. Notice will be deemed given as of the date of personal service or as of the date of deposit of the notice in the United States Mail.

GRATITUDE FARMS, INC.

BY: _____

TITLE: _____

DATE: _____

CITY OF EAST BETHEL

BY: _____

TITLE: _____

DATE: _____

ATTEST BY: _____

TITLE: _____

DATE: _____

Exhibit A

Impoundment, boarding and related charges.

Patrol Services & Call out Services: \$50.00 hourly charge to include 2 hours per week Monday thru Friday between 8:00 A.M. and 6:00 P.M. as requested by the City. Charges will be in quarter hour increments.

Animal Owner Charges if Animal is Claimed:

\$42.00 One time administrative handling fee

\$18.00 Daily board fee, statutory veterinary services at cost

City Charges if Animal is Unclaimed:

\$25.00 One time animal surrender fee

\$15.00 Daily boarding fee

\$60.00 Euthanasia and disposition fee, statutory veterinary services at cost

EAST BETHEL PLANNING COMMISSION MEETING

December 28, 2010

The East Bethel Planning Commission met on December 28, 2010 at 7:00 P.M for their regular meeting at City Hall.

MEMBERS PRESENT: Eldon Holmes Lori Pierson Lorraine Bonin
Julie Moline Glenn Terry

MEMBERS ABSENT: Tim Landborg Heidi Moegerle

ALSO PRESENT: Stephanie Hanson, City Planner
Steve Voss, City Council Member

Adopt Agenda The December 28, 2010 meeting was called to order by Chairperson Holmes at 7:02 P.M.

Pierson made a motion to adopt the December 28, 2010 agenda. Bonin seconded; all in favor, motion carries.

Site Plan Review –
East Bethel Water
Treatment Facility.
Location being 19458
Taylor St. NE, East
Bethel, MN 55011.

Applicant:
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

Property Address:
19458 Taylor Street NE
East Bethel, MN 55011

PIN:
Unassigned at this time

The City of East Bethel is requesting site plan approval to construct a water treatment facility. The City of East Bethel has recently purchased the property from Ms. Kim Thompson and a portion of a property from Shaw Trucking for the construction of the facility.

Attachment 3 shows the property to be used for the facility. Attachment 4 shows the existing residential structures (house, garage, well, and septic) that will be removed from the site. Once the removal is complete, construction of the new facilities (attachment 5) will begin after the required permits are issued. Site facilities will include a 23,500 square foot building (235' by 100') and a water tower.

The existing parcel is accessed off Taylor Street NE. The water treatment facility will use the same access point off of Taylor Street NE. The facility will be owned and operated by the City of East Bethel. One (1) staff person will check the facility on a daily basis with the possibility of one (1) additional staff member.

Bulk chemical delivery will occur approximately once every two (2) months, therefore, traffic generated will be minimal. Parking is provided on site; it will be required for the parking area to be designed according to East Bethel Code Appendix A, Zoning, Section 22, Parking and Loading Requirements including, but not limited to, the following: fire access, striping of parking stalls, and accessible parking. This will be addressed by the Building Department at the time of review of the building plans.

There will be a variety of trees and shrubs planted around the northern and easterly side of the facility. The landscaping plan (attachment 6) includes the planting of Prairie Fire Flowering Crab, River Birch, Black Hills Spruce, spirea, barberry, and dogwoods. The proposed landscaping meets the requirements set forth in City Code Appendix A, Zoning, Section 27, Landscaping Regulations. According to East Bethel City Code, all new plantings, including turf establishment, must be guaranteed for one full year from the time the planting has been completed. The city will be responsible for ensuring the landscaping remains healthy. Plantings that do not establish must be replaced.

The proposed photometric (attachment 7) plan provides for lighting around the building and seven additional downcast-shielded lights mounted on poles in the parking area. Pole height will not exceed 30 feet, as required by City Code.

As part of the site plan review, a grading & utility plan and the storm water pollution and erosion/sediment control plan has been submitted. The plans meet all code and state requirements. A representative from Bolton & Menk, Inc., the consulting engineer, is available to answer questions regarding the plans.

Exterior elevations have been submitted as attachment 11. The proposed building is a masonry structure with a rock face block exterior. Exterior colors will be finalized during the construction phase of the project. A rock face exterior meets the architectural standards set forth City Code, Appendix A, Zoning.

According to the Metropolitan Council's 2030 Regional Development Framework and systems statement for East Bethel and the East Bethel approved 2008 Comprehensive Plan, the construction of municipal infrastructures is compliant with adopted policies and supports the growth strategy of a rural growth center. Also, the site plan meets requirements set forth in the East Bethel City Code, Appendix A, Zoning. Therefore, staff recommends approval of the proposed site plan.

Fiscal Impact:

Undetermined at this time

Staff Recommendations:

Staff requests Planning Commission to recommend approval to City Council of the site plan review of construction of the City of East Bethel Water Treatment Facility at the property owned by the City of East Bethel, 194 58 Taylor Street NE with the conditions set forth in the report. Staff's recommendation is based on the compliance with city code and meets the intent of the approved 2008 East Conditions are as follows:

1. Any modifications to the approved site plan shall be submitted to and approved by City Staff.
2. All conditions must be satisfied prior to the issuance of a building permit.
3. City of East Bethel is responsible for guaranteeing the landscaping and will replace any dying or diseased plants.
4. Parking and loading requirements will be addressed by the Building Department at the time of review of the building plans.

Brad DeWolfe and Brian Simmons from Bolton and Menk are here to answer questions the Commission has.

Holmes asked about the lighting and if there is any issue with light overflow to Highway 65. DeWolfe referred to attachment number 7 and stated no there shouldn't be. The lighting levels at the property line are very low and there will be no overflow lighting that will affect Viking Boulevard. Holmes asked if there is lighting on the water tower. DeWolfe stated no. Holmes asked about lighting on the back of the building. DeWolfe said the property is proposed to be fenced and the south side would not have any proposed lighting on it at this time.

Pierson asked if the building has been bid and has it been awarded. DeWolfe said it has been awarded. Terry asked when does it go to Council. Hanson said January 19th, 2011.

Moline asked why the fiscal impact is undetermined at this time. Hanson said that is the fiscal impact of the site plan itself. Moline said okay.

DeWolfe said he would be happy to answer any other questions. No other questions.

Terry said he feels like he is in a position, where something meets all the requirements of code but he can't deny it. He doesn't think this is the right project at this time. Holmes said we are here for the site review and not the project.

Pierson motioned to recommend approval to City Council of the site plan for the construction of the City of East Bethel Water Treatment Facility at the property to be owned by the City of East Bethel, 19458 Taylor Street NE, East Bethel, MN, with the following conditions:

1. Any modifications to the approved site plan shall be submitted to and approved by City Staff.
2. All conditions must be satisfied prior to the issuance of a building permit.
3. City of East Bethel is responsible for guaranteeing the landscaping and will replace any dying or diseased plants.
4. Parking and loading requirements will be addressed by the Building Department at the time of review of the building plans.

Bonin seconded; motion carries, 3 ayes, 1 nay and 1 abstention. (Moline Nay and Terry Abstained)

Approve November
23, 2010 Planning
Commission Meeting
Minutes

Pierson motioned to approve the November 23, 2010 Planning Commission minutes as presented. Bonin seconded; all in favor, motion carries.

Adjourn

Pierson made a motion to adjourn the meeting at 7:13 PM. Bonin seconded; all in favor, motion carries.

Submitted by:

Jill Teetzel
Recording Secretary

DRAFT



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 7.0 A.1

Agenda Item:

Planning Commission Meeting Minutes for December 28, 2010

Requested Action:

Information Only

Background Information:

Information Only. These minutes are in draft form. They have not been approved by the Planning Commission.

Fiscal Impact:

None

Recommendation(s):

Information Only

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required: X



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 7.0 A.2

Agenda Item:

Appoint Planning Commission Members

Requested Action:

Consider appointing members to the Planning Commission

Background Information:

On January 12, 2011 Council interviewed candidates for three vacancies on the Planning Commission. One position would be to fill the vacancy created with the resignation of Ms. Moegerle recently elected to the City Council. The remaining two positions are end of term appointments.

Planning Commission Member: _____

Term: January 5, 2011 – December 31, 2011

Planning Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Planning Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Fiscal Impact:

None

Recommendation(s):

Staff is requesting Council direction on appointments to the Planning Commission.

City Council Action

Motion by: _____

Second by: _____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

7.0 A.3

Agenda Item:

East Bethel Water Treatment Facility Site Plan Review

Requested Action:

Consider Approval of a Site Plan Review for the East Bethel Water Treatment Facility Located in the City Center District (CC)

Background Information:

Property Owner/Applicant:

City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

Property Location:

19458 Taylor Street NE
East Bethel, MN 55011
PIN: Unassigned at this time

The City of East Bethel is requesting site plan approval to construct a water treatment facility. The City of East Bethel has recently purchased the property from Ms. Kim Thompson and a portion of a property from Shaw Trucking for the construction of the facility.

Attachment 3 shows the property to be used for the facility. Attachment 4 shows the existing residential structures (house, garage, well, and septic) that will be removed from the site. Once the removal is complete, construction of the new facilities (attachment 5) will begin after the required permits are issued. Site facilities will include a 23,500 square foot building (235' by 100') and a water tower. Attachment 12 is photos of elevations of the proposed water tower as seen from Viking Blvd and Highway 65.

The existing parcel is accessed off Taylor Street NE. The water treatment facility will use the same access point off of Taylor Street NE. The facility will be owned and operated by the City of East Bethel. One (1) staff person will check the facility on a daily basis. This individual will have the required licensure to operate a Class C water treatment facility. Currently there is a full-time city employee who possesses the required licensing. There is the possibility of one (1) additional staff member within five to seven years to assist in the operation of the plant. Bulk chemical delivery will occur approximately once every two (2) months; therefore, traffic generated will be minimal.

Parking is provided on site; it will be required for the parking area to be designed according to East Bethel Code Appendix A, Zoning, Section 22, Parking and Loading Requirements including, but not limited to, the following: fire access, striping of parking stalls, and accessible

parking. This will be addressed by the Building Department at the time of review of the building plans.

There will be a variety of trees and shrubs planted around the northern and easterly side of the facility. The landscaping plan (attachment 6) includes the planting of Prairie Fire Flowering Crab, River Birch, Black Hills Spruce, spirea, barberry, and dogwoods. The proposed landscaping meets the requirements set forth in City Code Appendix A, Zoning, Section 27, Landscaping Regulations. According to East Bethel City Code, all new plantings, including turf establishment, must be guaranteed for one full year from the time the planting has been completed. The city will be responsible for ensuring the landscaping remains healthy. Plantings that do not establish must be replaced.

A 6-foot chain-linked fence will be installed to limit access of the facility from the general public. Fences 6 feet in height are allowed in all zoning districts. In addition, alternative forms of fencing in commercial areas are allowed upon approval by the city when safety and security is an issue. The 6-foot chain-linked fence is not considered an alternative form of fencing; however, the reasoning for the 6 foot fence is for security purposes.

The proposed photometric (attachment 7) plan provides for lighting around the building and 7 additional downcast shielded lights mounted on poles in the parking area. Pole height will not exceed 30 feet, as required by city code.

As part of the site plan review, a grading and utility plan and the storm water pollution and erosion/sediment control plan has been submitted. The plans meet all code and state requirements. A representative from Bolton & Menk, Inc., the consulting engineer, will be available to answer questions regarding the plans.

Exterior elevations have been submitted as attachment 11. The proposed building is a masonry structure with a rock face block exterior. Exterior colors will be finalized during the construction phase of the project. A rock face exterior meets the architectural standards set forth City Code, Appendix A, Zoning.

According to the Metropolitan Council's 2030 Regional Development Framework and systems statement for East Bethel and the East Bethel approved 2008 Comprehensive Plan, the construction of municipal infrastructures is compliant with adopted policies and supports the growth strategy of a rural growth center. Also, the site plan meets requirements set forth in the East Bethel City Code, Appendix A, Zoning. Therefore, staff recommends approval of the proposed site plan.

Attachments:

1. Site Location
2. Site Plan Application
3. Property Survey
4. Site Removal Plan
5. Site Plan
6. Landscape Plan
7. Lighting Plan
8. Grading and Utilities Plan
9. Erosion and Sediment Control Plan
10. Floor Plan
11. Exterior Building Elevations
12. Elevations from Viking Blvd and Highway 65

Fiscal Impact:

Undetermined at this time

Staff Recommendations:

Because the site plan review meets requirements set forth in East Bethel City Code Appendix A, Zoning, and meets the intent of the City Council approved East Bethel Comprehensive Plan, Planning Commission recommends approval to City Council of the site plan review for the construction of the City of East Bethel Water Treatment Facility at the property to be owned by the City of East Bethel, 19458 Taylor Street NE, East Bethel, MN, with the following conditions:

1. Any modifications to the approved site plan shall be submitted to and approved by City Staff.
2. All conditions must be satisfied prior to the issuance of a building permit.
3. City of East Bethel is responsible for guaranteeing the landscaping and will replace any dying or diseased plants.
4. Parking and loading requirements will be addressed by the Building Department at the time of review of the building plans.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

SHEET INDEX

- 1.01 TITLE
- 1.02 VICINITY MAP AND LOCATION MAP AND SHEET INDEX
- 1.03 ABBREVIATION LEGEND
- 1.04 LEGEND
- 1.05 HYDRAULIC PROFILE AND DESIGN DATA
- 1.06 STANDARD DETAILS
- 1.07 STANDARD DETAILS
- 1.08 STANDARD DETAILS
- 1.09 STANDARD DETAILS

- 2.01 SITE PLAN - EXISTING CONDITIONS AND REMOVAL
- 2.02 SITE PLAN - SITE PIPING
- 2.03 SITE PLAN - GRADING AND UTILITIES
- 2.04 STORM WATER POLLUTION PREVENTION PLAN - NARRATIVE
- 2.05 STORM WATER POLLUTION PREVENTION PLAN - USGS LOCATION AND SOILS MAPS
- 2.06 STORM WATER POLLUTION PREVENTION PLAN - EROSION AND SEDIMENT CONTROL PLAN
- 2.07 CONSTRUCTION DETAILS
- 2.08 CONSTRUCTION DETAILS

- 3.01 STRUCTURAL NOTES
- 3.02 LOWER LEVEL FOUNDATION PLAN
- 3.03 NOT USED
- 3.04 RECLAIM TANK - WALL PLAN
- 3.05 CLEARWELL - WALL PLAN
- 3.06 FILTER/DETENTION TANK WALL PLAN
- 3.07 OVERALL LOWER ROOF / UPPER FLOOR FRAMING PLAN
- 3.08 NOT USED
- 3.09 OVERALL UPPER ROOF FRAMING PLAN
- 3.10 SECTIONS
- 3.11 SECTIONS
- 3.12 SECTIONS
- 3.13 SECTIONS
- 3.14 SECTIONS
- 3.15 SECTIONS
- 3.16 SECTIONS
- 3.17 SECTIONS
- 3.18 SECTIONS
- 3.19 ENLARGED CHEMICAL ROOM - PLAN AND SECTIONS
- 3.20 SECTIONS
- 3.21 SECTIONS
- 3.22 SECTIONS
- 3.23 SECTIONS

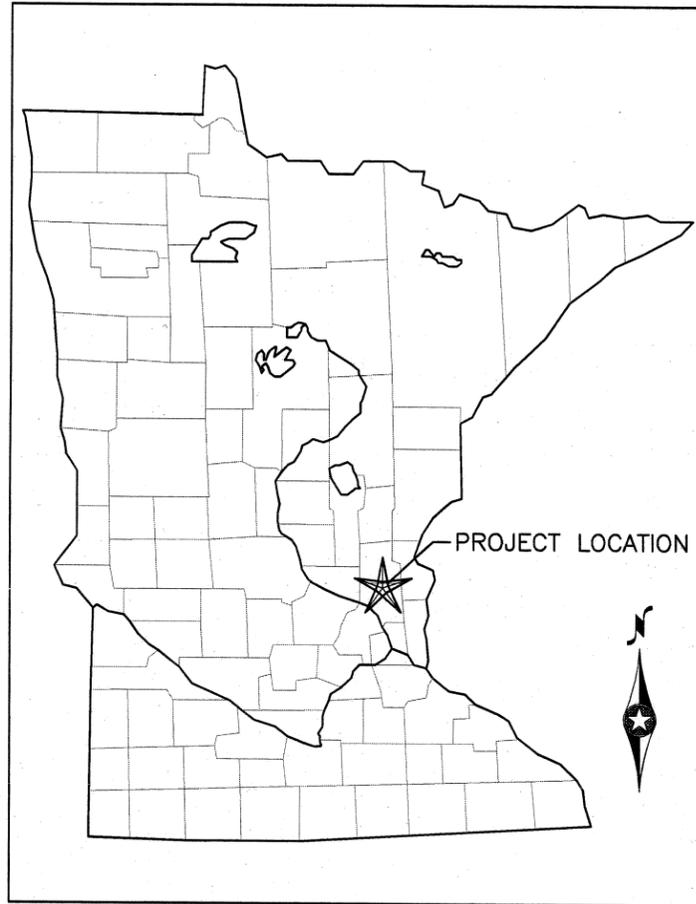
- 4.01 CODE STUDY AND GENERAL NOTES
- 4.02 GROUND LEVEL FLOOR PLAN
- 4.03 UPPER LEVEL FLOOR PLAN
- 4.04 ROOF PLAN
- 4.05 GROUND LEVEL FLOOR PLAN - ENLARGED PLAN & INTERIOR ELEVATIONS
- 4.06 SCHEDULES AND OPENING DETAILS
- 4.07 EXTERIOR ELEVATIONS (ALTERNATE BID)
- 4.08 EXTERIOR ELEVATIONS (BASE BID)
- 4.09 EXTERIOR ELEVATIONS AND SECTIONS
- 4.10 SECTIONS AND DETAILS
- 4.11 SECTIONS AND DETAILS
- 4.12 STAIR SECTIONS
- 4.13 STAIR SECTIONS AND DETAILS

- 5.01 PROCESS FLOW DIAGRAM NO. 1
- 5.02 NOT USED
- 5.03 PLAN OVERALL
- 5.04 PLAN - FILTER AREA - UPPER LEVEL @ EL 936
- 5.05 PLAN - FILTER AREA - UPPER LEVEL @ EL 925
- 5.06 PLAN - FILTER AREA - UPPER LEVEL @ EL 917
- 5.07 PLAN - FILTER AREA - UPPER LEVEL @ EL 908
- 5.08 PLAN - PUMP GALLERY SOUTH @ EL 917
- 5.09 NOT USED
- 5.10 PLAN - PUMP GALLERY NORTH @ EL 917
- 5.11 PLAN - PUMP GALLERY SOUTH @ EL 908
- 5.12 NOT USED
- 5.13 PLAN - PUMP GALLERY NORTH @ EL 908
- 5.14 PLAN - RO ROOM @ EL 917
- 5.15 PLAN - RO ROOM @ EL 908
- 5.16 SECTION 1
- 5.17 SECTION 2
- 5.18 SECTION 3
- 5.19 SECTION 4
- 5.20 SECTION 5
- 5.21 SECTION 6
- 5.22 SECTION 7
- 5.23 SECTION 8
- 5.24 NOT USED
- 5.25 SECTION 10, 11 & 12
- 5.26 SECTION 13 & 14
- 5.27 SECTION 15
- 5.28 SECTION 16
- 5.29 SECTION 17
- 5.30 SECTION 18
- 5.31 SECTION 19
- 5.32 SECTION 20 & 21
- 5.33 SECTION 22 & 23
- 5.34 DETAILS - FILTER CELL, INFLUENT SPLUTTER STRUCTURE AND SPLASH GUARD

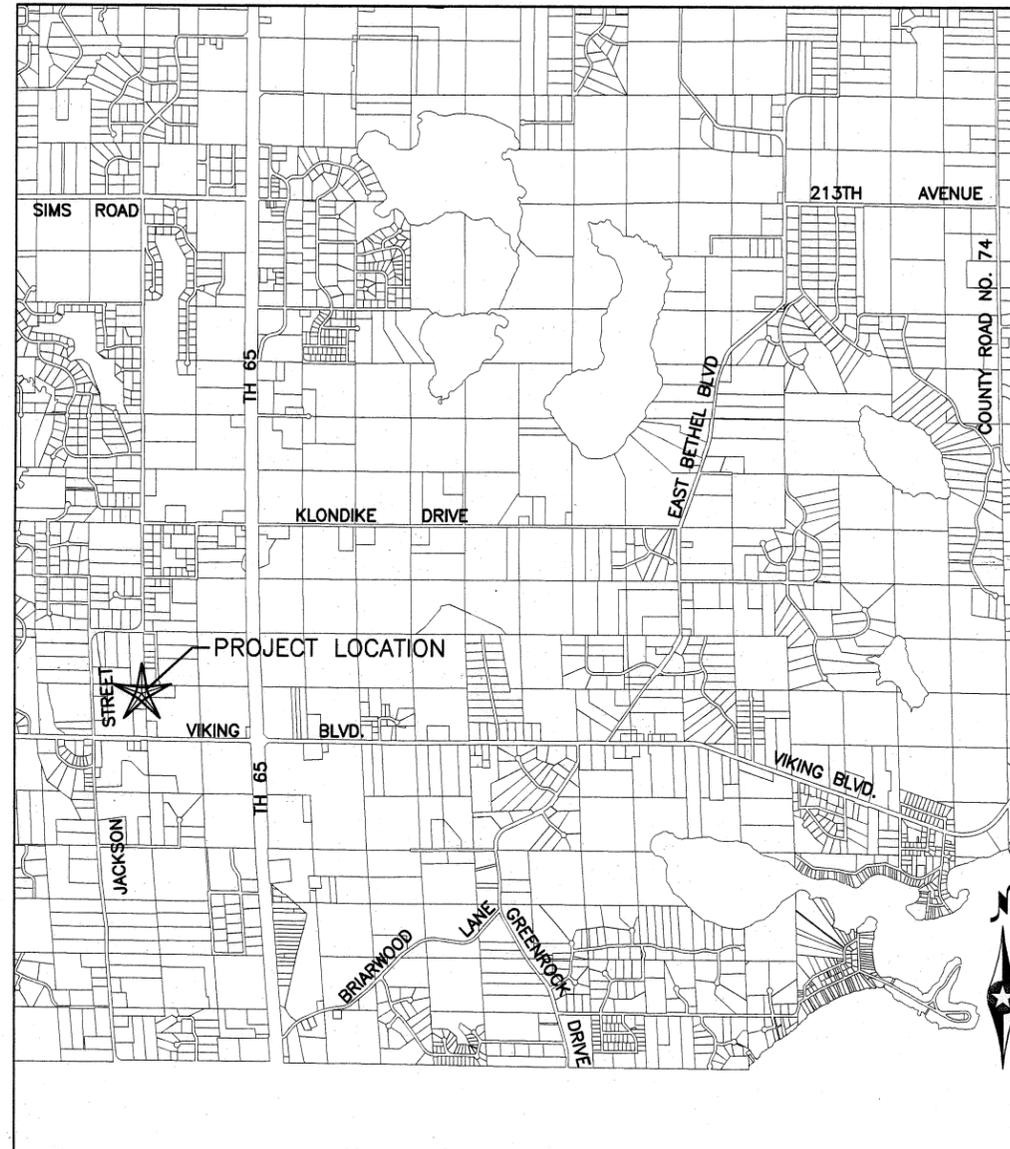
- 6.01 MECHANICAL SYMBOLS AND ABBREVIATIONS
- 6.02 PLUMBING PLAN - MAIN LEVEL
- 6.03 PLUMBING PLAN - MAIN LEVEL
- 6.04 PLUMBING PLAN - MAIN LEVEL
- 6.05 HVAC PLAN - MAIN LEVEL
- 6.06 HVAC PLAN - MAIN LEVEL
- 6.07 HVAC PLAN - MAIN LEVEL
- 6.08 MECHANICAL PLAN - UPPER LEVEL
- 6.09 MECHANICAL ROOF PLAN
- 6.10 PLUMBING AND PIPING DIAGRAMS
- 6.11 MECHANICAL DETAILS
- 6.12 MECHANICAL DETAILS
- 6.13 MECHANICAL DETAILS
- 6.14 MECHANICAL EQUIPMENT SCHEDULES
- 6.15 MECHANICAL EQUIPMENT SCHEDULES
- 6.16 MECHANICAL EQUIPMENT SEQUENCE OF OPERATIONS

- 7.01 ELECTRICAL SYMBOLS AND ABBREVIATIONS
- 7.02 MAIN LEVEL - LIGHTING AND GENERAL POWER PLAN
- 7.03 MAIN LEVEL - LIGHTING AND GENERAL POWER PLAN
- 7.04 MAIN LEVEL AND ROOF - LIGHTING AND GENERAL POWER PLAN
- 7.05 MEZZANINE ELECTRICAL PLANS
- 7.06 MAIN LEVEL - PROCESS ELECTRICAL PLAN
- 7.07 MAIN LEVEL - PROCESS ELECTRICAL PLAN
- 7.08 MAIN LEVEL - PROCESS ELECTRICAL PLAN
- 7.09 ELECTRICAL DETAILS
- 7.10 ELECTRICAL DETAILS
- 7.11 LIGHT FIXTURE AND PANEL SCHEDULES
- 7.12 MOTOR CONTROL CENTER ONE-LINE DIAGRAM
- 7.13 MOTOR CONTROL CENTER ONE-LINE DIAGRAM
- 7.14 MOTOR CONTROL CENTER ONE-LINE DIAGRAM
- 7.15 MOTOR CONTROL CENTER ONE-LINE SCHEMATICS

- 8.01 PANEL SCP SCHEMATIC
- 8.02 PANEL SCP SCHEMATIC
- 8.03 PANEL SCP SCHEMATIC
- 8.04 NOT USED
- 8.05 PANEL SCP SCHEMATIC
- 8.06 PANEL SCP SCHEMATIC
- 8.07 PANEL SCP SCHEMATIC
- 8.08 PANEL SCP SCHEMATIC
- 8.09 PANEL SCP SCHEMATICS
- 8.10 NOT USED
- 8.11 NOT USED
- 8.12 CONTROL PANEL SCHEMATICS
- 8.13 PANEL SCP SCHEMATICS
- 8.14 PANEL SCP SCHEMATICS
- 8.15 PANEL SCP SCHEMATICS



VICINITY MAP
NO SCALE



LOCATION MAP
SCALE: 1"=2000'

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

SIGNATURE: *Paul Saffert* TYPE/ENDOR: Paul Saffert
DATE: 12-1-10 DATE: 12-1-10 LIC. NO.: 43485

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANAKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA

REV.	BY	DATE
0	NWS	10-15-10
1	NWS	12-1-10

REBID
EAST BETHEL, MINNESOTA
WATER TREATMENT FACILITY
VICINITY MAP, LOCATION MAP AND
SHEET INDEX

SHEET
1.02

Attachment #1



LAND USE APPLICATION

OFFICE USE ONLY

Date Rec'd _____

By _____

Fee \$ _____

Check appropriate box: VARIANCE CUP IUP FINAL PLAT

BUSINESS CONCEPT PLAN PRELIMINARY PLAN SITE PLAN REVIEW OTHER Site Plan Review

Application shall include the following items and be submitted thirty (30) days prior to scheduled meeting date.

Application is hereby made for _____ (provide narrative below describing proposed use).

Site plan review for East Bethel Water Treatment Facility

LOCATION: PID unassigned Legal: Lot _____ Block _____ Subdivision _____

PROPERTY ADDRESS: 19458 Taylor St NE PRESENT ZONING: CC- City Center

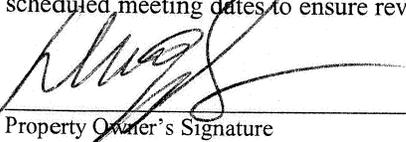
PROPERTY OWNER

CONTACT NAME City of East Bethel PHONE 763.367.7840
 ADDRESS 2241-221st Ave NE FAX 763.434.9578
 CITY/STATE/ZIP East Bethel, MN 55011 E-MAIL _____

APPLICANT

CONTACT NAME Doug Sell - City Administrator PHONE _____
 ADDRESS Same FAX _____
 CITY/STATE/ZIP _____ E-MAIL _____

I fully understand that I must meet with City Staff to review all submission requirements and conditions prior to official submission, and that all of the required information must be submitted at least thirty (30) days prior to the Planning/Zoning Commission and City Council scheduled meeting dates to ensure review by City Staff.


 Property Owner's Signature

Douglas Sell
 Printed Name

12-14-10
 Date

OFFICE USE ONLY - DO NOT COMPLETE			
	Received	Approved/Denied	Notes
Community Dvlp.	_____	_____	
Planning Commission	<u>12/28/10</u>	_____	
City Council	<u>1/19/11</u>	_____	
_____ 60 Day _____ 120 Day			

Attachment #2



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

7533 Sunwood Drive NW, Suite 206 • Ramsey, MN 55303

Phone (763) 433-2851 • Fax (763) 427-0833

www.bolton-menk.com

December 16, 2010

East Bethel Planning Commission
c/o Stephanie Hanson
East Bethel City Planner
2241 221st Avenue NE
East Bethel, MN 55011

RE: Site Plan Review
Water Treatment Facility, Water Tower, Wells
East Bethel, MN
BMI Project No.: C12.100028

Dear Ms. Hanson and Planning Commission Members:

The City of East Bethel is proposing the construction of Water Treatment Facilities as shown on the enclosed plans. The treatment facility is designed to remove iron and manganese from the drinking water supply prior to distribution and use by the connected residents and businesses.

The existing site currently has a housing, garage, well and septic facility in place. The proposal is to demolish, remove or abandon these facilities in accordance with state and local requirements prior to the construction of the new facilities. The proposed building is a masonry structure with a rock face block exterior. Exterior colors will be finalized during the construction phase of the project

The proposed wells will supply water to the treatment plant. The treatment plant has 240,000 gallons of potable water storage and pumps the water to the proposed 500,000 gallon water tower and the new distribution system. All wastewater from the proposed facilities will be collected in the new sewer system and treated at the proposed MCES Wastewater Treatment Facility.

The following page has a quick reference of sheets the planning commission will be interested in reviewing. If you have further comments you would like to discuss, please feel free to call me at 612-840-6068.

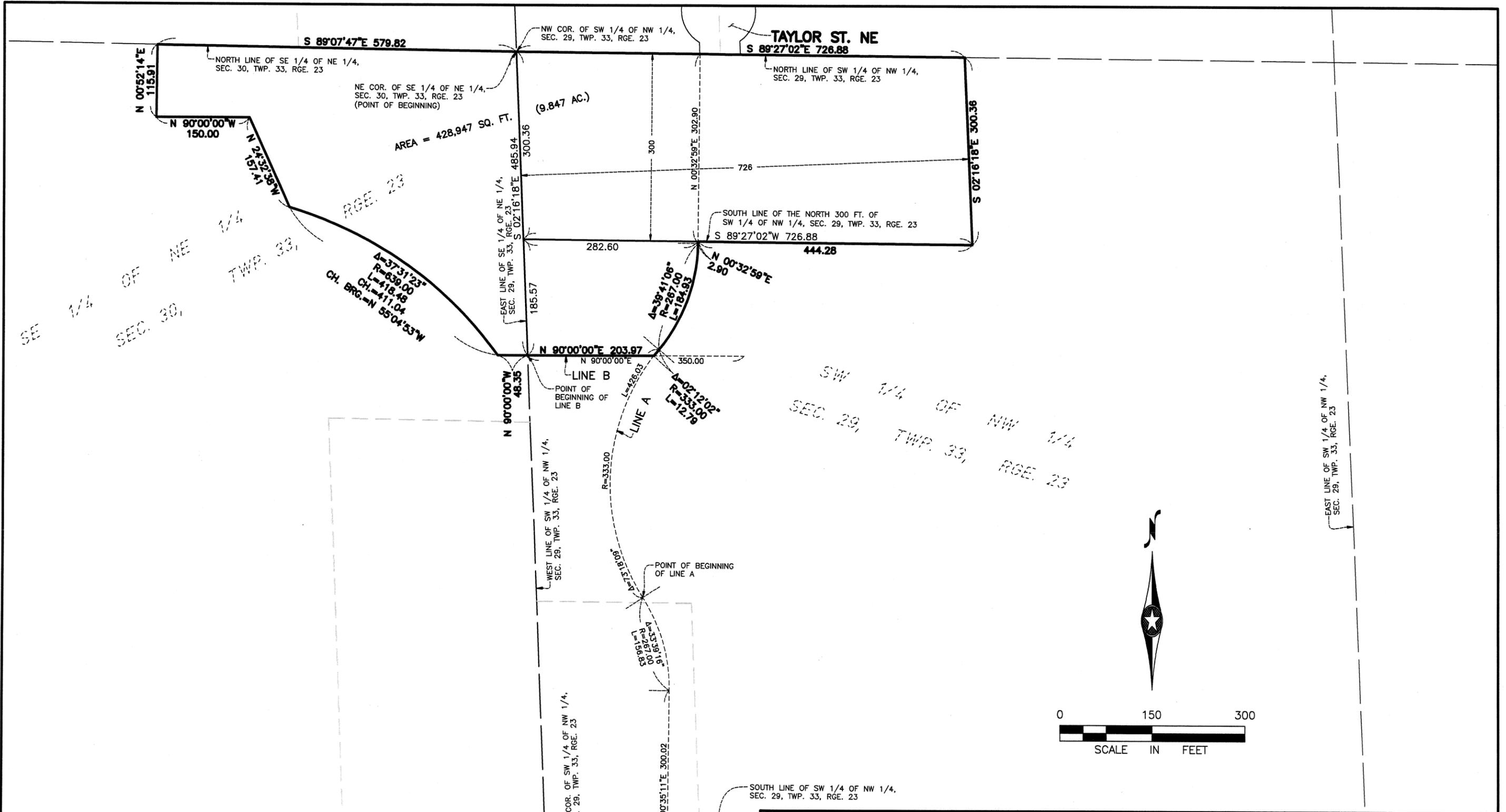
Sincerely,
BOLTON & MENK, INC.


Paul Saffert, P.E.
Associate Engineer

PS/jo

DESIGNING FOR A BETTER TOMORROW

Bolton & Menk is an equal opportunity employer.



DESCRIPTION EXHIBIT EAST BETHEL, MN		P/O SW 1/4 OF NW 1/4 SEC. 29, TWP. 33, RGE. 23 ANOKA COUNTY, MN (P/O PID# 29-33-23-23-0006)
BOLTON & MENK, INC. Consulting Engineers & Surveyors 2638 SHADOW LANE, SUITE 200, CHASKA, MN 55318 (952)-448-8838 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN CHASKA, MN RAMSEY, MN AMES, IA		
		FOR: CITY OF EAST BETHEL

©Bolton & Menk, Inc. 2010, All Rights Reserved

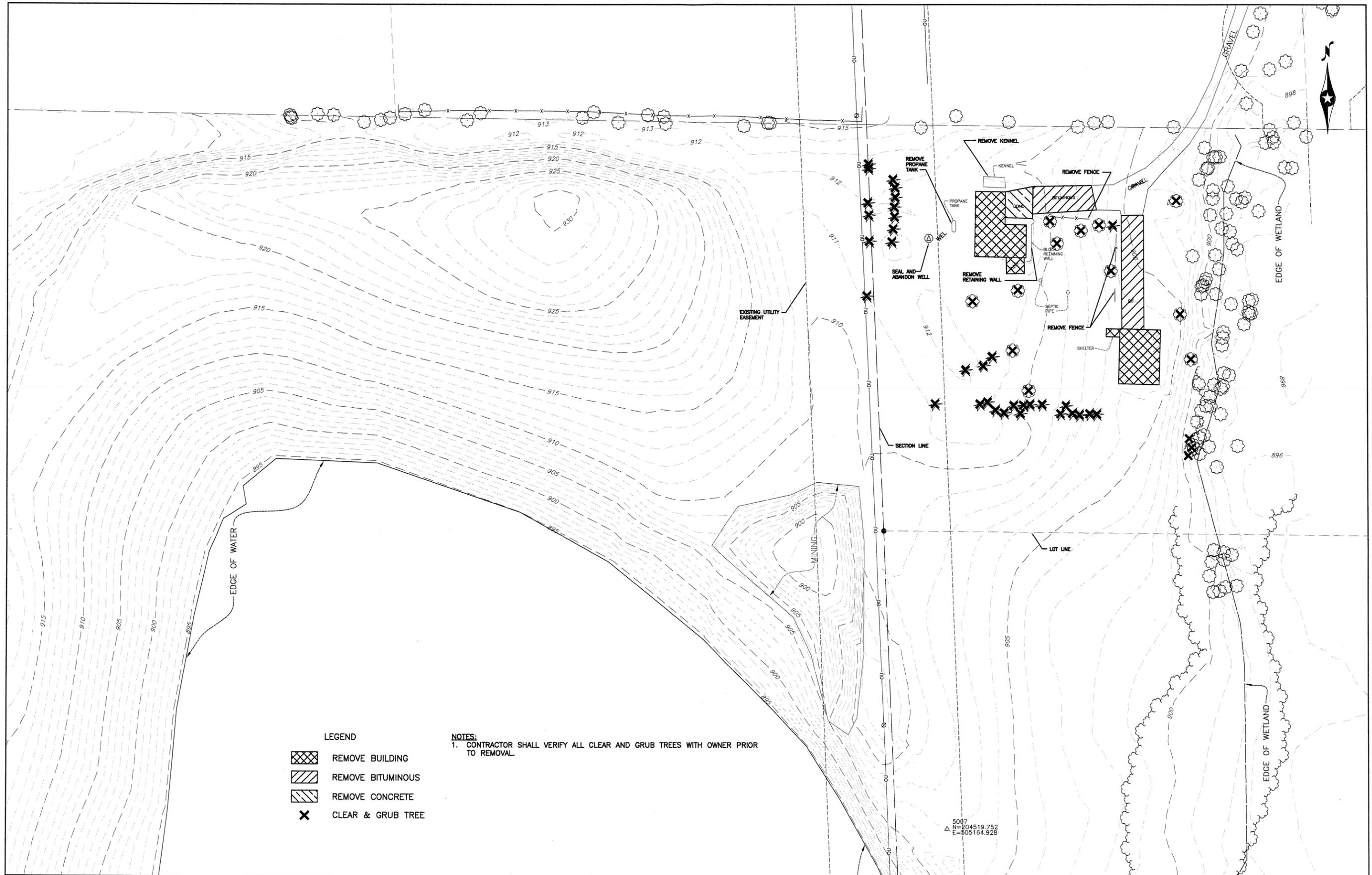
I:\EBET\C12100028\CAD\100028EX03.DWG 11-03-2010 11:43a.m. I:\EBET\C12100028\Su\100028H01.crd

JOB NUMBER: C12.100028 FIELD BOOK:

DRAWN BY: ERW

S29-T33-R23-23
SHEET 2 OF 2

Attachment #3

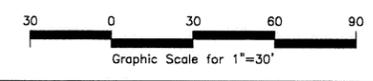


LEGEND

	REMOVE BUILDING
	REMOVE BITUMINOUS
	REMOVE CONCRETE
	CLEAR & GRUB TREE

NOTES:
 1. CONTRACTOR SHALL VERIFY ALL CLEAR AND GRUB TREES WITH OWNER PRIOR TO REMOVAL.

5007
 N=204519.752
 E=505164.928



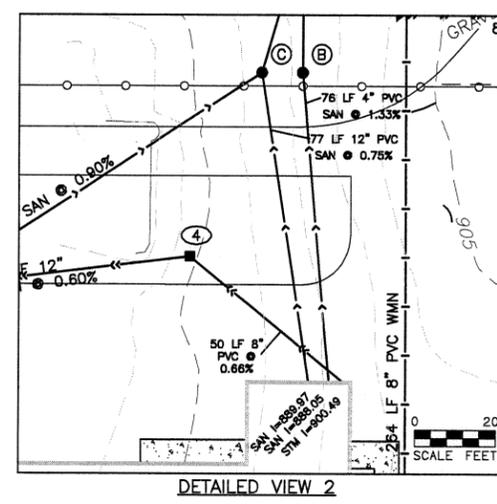
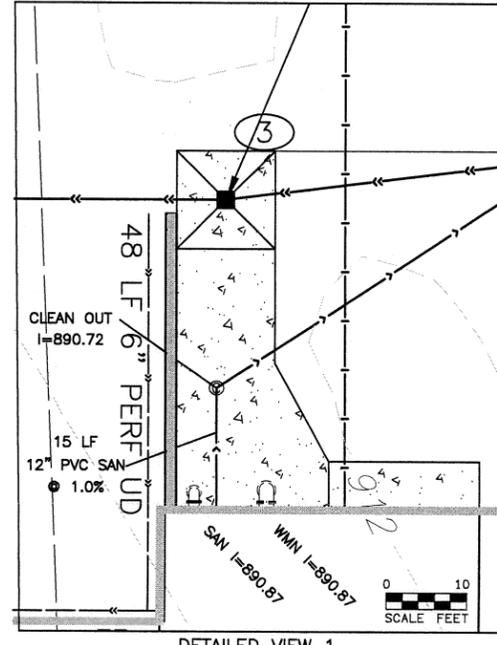
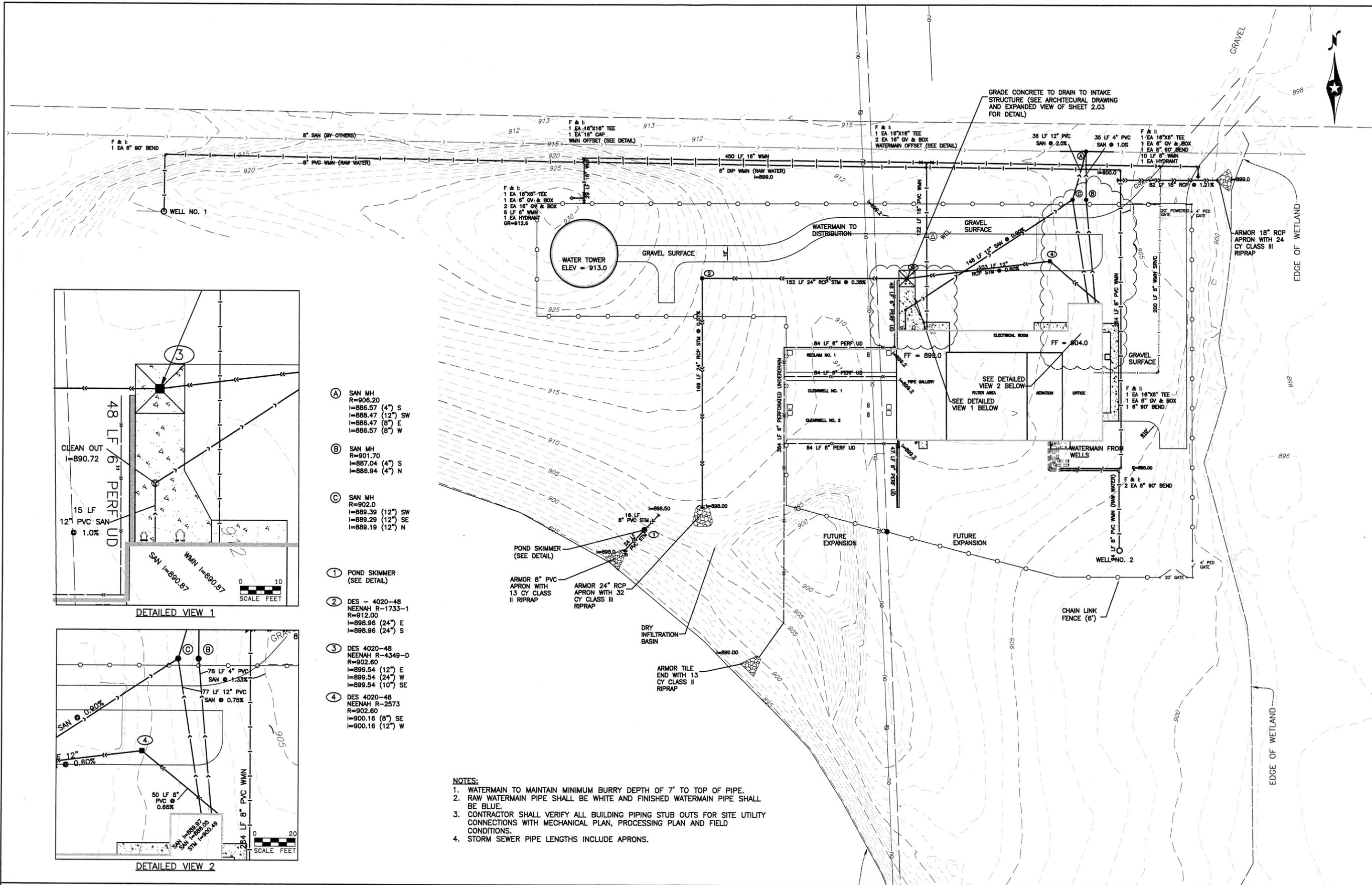
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 10/15/10
 LICENSE NO.: 41396

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
 BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA

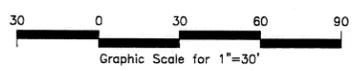
REV.	BY	DATE
A	NWS	9-29-10
0	JCH	10-15-10
1	JCH	12-1-10

EAST BETHEL, MINNESOTA
WATER TREATMENT FACILITY
SITE PLAN
EXISTING CONDITIONS AND REMOVALS



- (A) SAN MH
R=906.20
I=886.57 (4") S
I=888.47 (12") SW
I=886.47 (8") E
I=886.57 (8") W
- (B) SAN MH
R=901.70
I=887.04 (4") S
I=886.94 (4") N
- (C) SAN MH
R=902.0
I=889.39 (12") SW
I=889.29 (12") SE
I=889.19 (12") N
- (1) POND SKIMMER
(SEE DETAIL)
- (2) DES - 4020-48
NEENAH R-1733-1
R=912.00
I=898.96 (24") E
I=898.96 (24") S
- (3) DES 4020-48
NEENAH R-4349-D
R=902.60
I=899.54 (12") E
I=899.54 (24") W
I=899.54 (10") SE
- (4) DES 4020-48
NEENAH R-2573
R=902.60
I=900.16 (8") SE
I=900.16 (12") W

NOTES:
 1. WATERMAIN TO MAINTAIN MINIMUM BURRY DEPTH OF 7' TO TOP OF PIPE.
 2. RAW WATERMAIN PIPE SHALL BE WHITE AND FINISHED WATERMAIN PIPE SHALL BE BLUE.
 3. CONTRACTOR SHALL VERIFY ALL BUILDING PIPING STUB OUTS FOR SITE UTILITY CONNECTIONS WITH MECHANICAL PLAN, PROCESSING PLAN AND FIELD CONDITIONS.
 4. STORM SEWER PIPE LENGTHS INCLUDE APRONS.



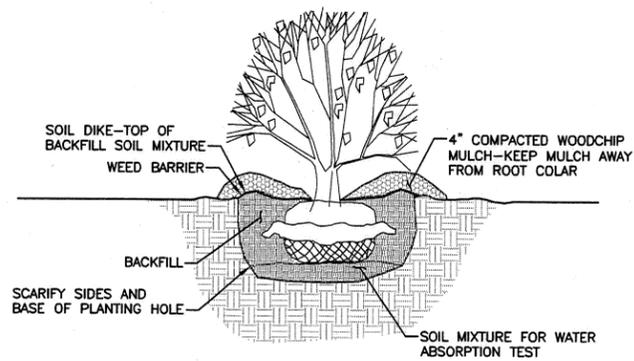
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 SIGNATURE: *Joel C. Hawbaker*
 PRINTED NAME: Joel C. Hawbaker
 DATE: 10/15/10 LIC. NO.: 41396

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
 BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA

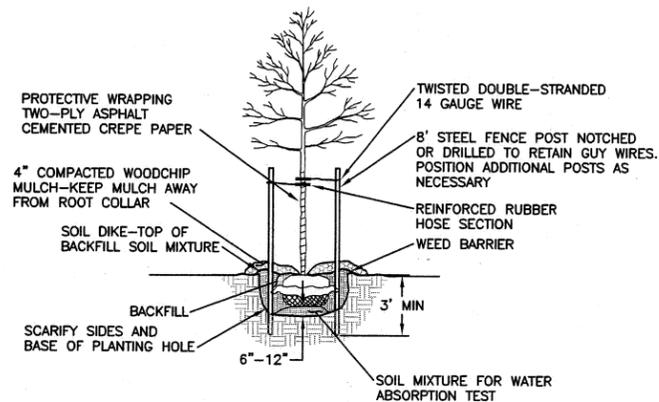
REV.	BY	DATE
A	NWS	9-29-10
0	JCH	10-15-10
1	ACR	12-1-10

EAST BETHEL, MINNESOTA
WATER TREATMENT FACILITY
 SITE PLAN
 SITE PIPING

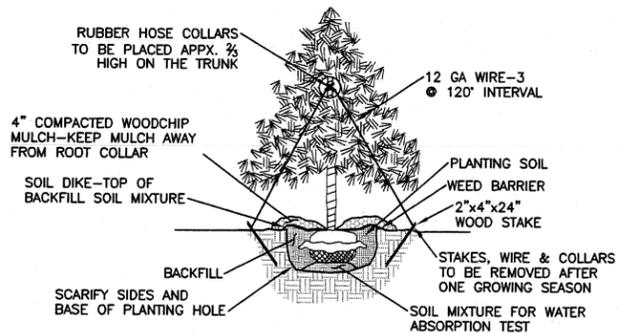
SHEET
2.02



SHRUB PLANTING
NOT TO SCALE



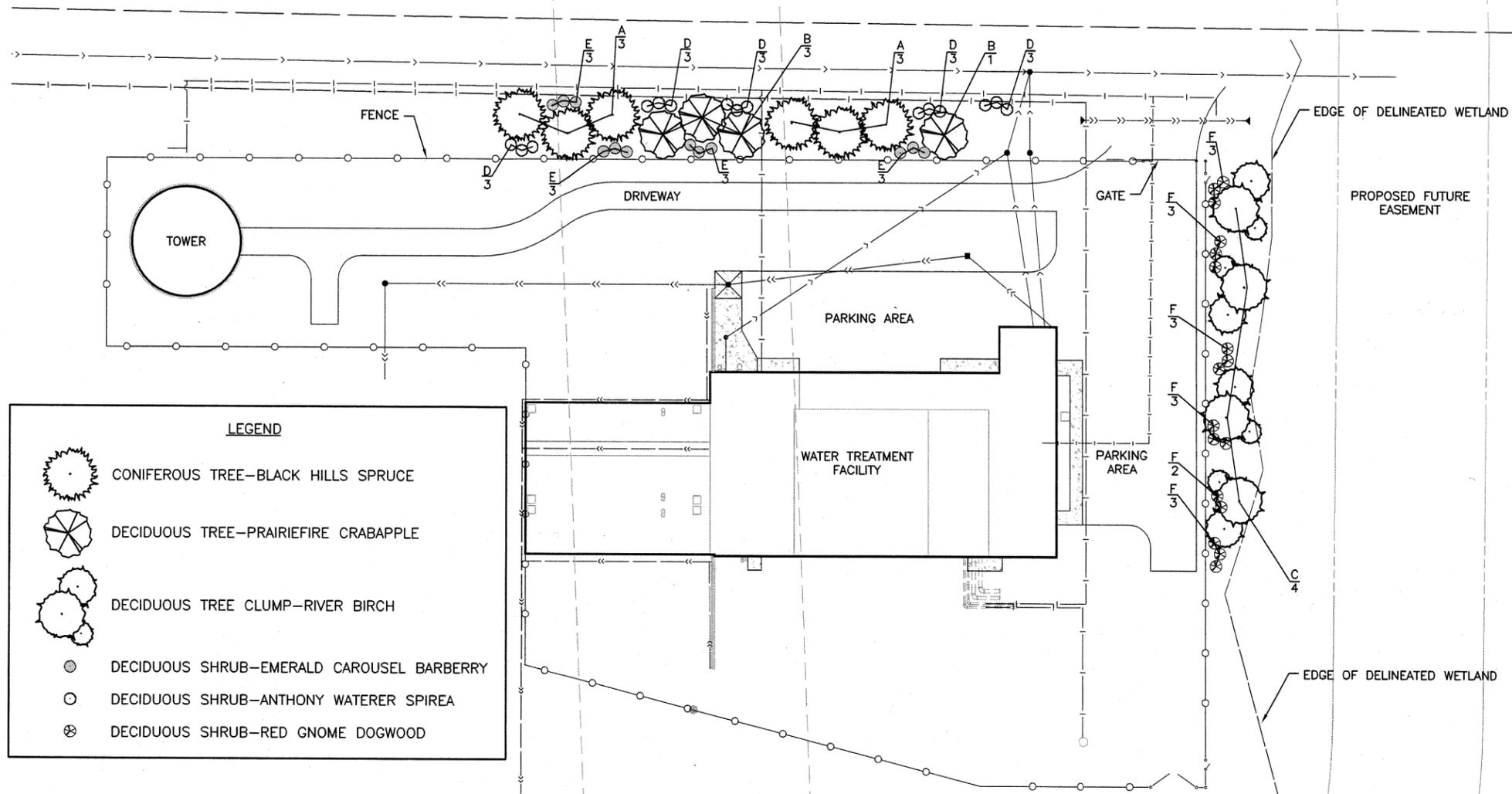
DECIDUOUS TREE PLANTING
NOT TO SCALE



CONIFEROUS TREE PLANTING
NOT TO SCALE

BAG & BALL PLANTING NOTE:

1. REMOVE WRAPPING AND ALL TIES OR STRAPS. IF ROOT BALL IS WRAPPED IN BURLAP THE LOWER 1/2 PORTION OF THE FABRIC MAY BE LEFT AT THE BOTTOM OF THE HOLE. SYNTHETIC WRAP MUST BE REMOVED AND PROPERLY DISPOSED.
2. LOOSEN ROOTS TO ENSURE THEY ARE NOT GIRDLING THE ROOT BALL.
3. SALVAGE AND REUSE ALL SOIL THAT CAME WITH THE ROOT BALL.
4. IF ROOT BALL IS EXTREMELY DRY WATER IT PRIOR TO PLACING IT IN THE HOLE.
5. IF TREE IS CONTAINER GROWN, SALVAGE ALL SOIL AND MIX WITH SUPPLEMENTED SOIL FOR BACK FILL.



LEGEND

- CONIFEROUS TREE—BLACK HILLS SPRUCE
- DECIDUOUS TREE—PRAIRIEFIRE CRABAPPLE
- DECIDUOUS TREE CLUMP—RIVER BIRCH
- DECIDUOUS SHRUB—EMERALD CAROUSEL BARBERRY
- DECIDUOUS SHRUB—ANTHONY WATERER SPIREA
- DECIDUOUS SHRUB—RED GNOME DOGWOOD

GENERAL PLANTING NOTES:

1. PROVIDE AND INSTALL HEALTHY PLANT MATERIALS THAT MEET ALL SPECIFICATIONS AND ARE OF THE SIZE, TYPE AND SPECIES NAMED ON THE PLANT SCHEDULE AND SHOWN ON THE PLANS.
2. DIG PLANT HOLE 1'-0" MINIMUM LARGER ON ALL SIDES THAN ROOT BALL.
3. PRIOR TO PLACING TREE, SCARIFY BOTTOM AND SIDES OF THE PLANTING HOLE.
4. TEST SOIL ABSORPTION. FILL HOLE PARTIALLY WITH SUPPLEMENTED SOIL MIXTURE, ADD WATER AND ALLOW TO PUDDLE AND SETTLE PRIOR TO SETTING TREE.
5. AFTER PUDDLING HAS SETTLED, SET TREE AND BACK FILL WITH SUPPLEMENTED SOIL MIXTURE.
6. WATER THOROUGHLY AND ADD BACK FILL AS NEEDED AFTER MOISTURE IS ABSORBED.
7. BUILD SOIL DIKE AROUND PERIPHERY OF TREE TO HOLD WATER.
8. AFTER SETTLEMENT, MULCH WITH MINIMUM 4" LAYER SHREDDED BARK, WOOD CHIPS OR AS OTHERWISE SPECIFIED. DO NOT PLACE MULCH OVER THE ROOT COLLAR.
9. REMOVE DEAD OR DAMAGED BRANCHES RETAINING THE NATURAL FORM OF THE TREE.
10. FINAL PLACEMENT IN THE FIELD. PLANT SUBSTITUTIONS AS APPROVED BY THE ENGINEER.
11. ARRANGE PLANTING TO AVOID PIPE CONFLICTS.

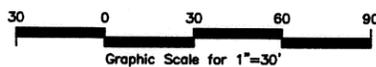
NOTE:

TREES AND SHRUBS ARE SHOWN ON THE PLAN AT THEIR EXPECTED MATURE SIZE. PLANTS MUST BE SET IN THE FIELD TO ACCOMMODATE MAXIMUM GROWTH AS INDICATED ON THE PLANT SCHEDULE.



PLANT SCHEDULE—WATER TREATMENT FACILITY

KEY	COMMON NAME	LATIN NAME	TYPE	SIZE	SPACING	QUANTITY	MATURE SIZE	SIGNIFICANT ATTRIBUTES
EVERGREEN TREES								
A	BLACK HILLS SPRUCE	PICEA GLAUCA 'DENSATA'	CONIFEROUS TREE	6' B&B	PLAN (20' OC)	6	45' H X 20' W	APPROPRIATE SELECTION FOR MINNESOTA; SCREENING AND WINDBREAK
DECIDUOUS TREES								
B	PRAIRIE FIRE FLOWERING CRAB	MALUS 'PRAIRIE FIRE'	DECIDUOUS TREE	#25 CONTAINER	PLAN	4	20' H X 20' W	HEARTY, EXCELLENT DISEASE RESISTANCE; SHOWY FLOWERS, FOLIAGE AND FRUIT FOR BIRDS.
C	RIVER BIRCH (THREE TRUNK CLUMPS)	BETULA NIGRA	DECIDUOUS TREE	#25 CLUMP	PLAN	4	50' H X 40' W	THRIVES IN MOIST SOILS; BEAUTIFUL EXFOLIATING BARK, 4 SEASON INTEREST, DISEASE/PEST RESISTANT
DECIDUOUS SHRUBS								
D	ANTHONY WATERER SPIREA	SPIREA X BUMALDA 'ANTHONY WATERER'	DECIDUOUS SHRUB	#5 CONTAINER	PLAN	15	3' H X 5' W	EXCELLENT DENSE LOW FLOWERING HEDGE, ROSY FLOWERS ALL SEASON, ATTRACTIVE FALL FOLIAGE
E	EMERALD CAROUSEL BARBERRY	BERBERIS X 'TARA'	DECIDUOUS SHRUB	#2 CONTAINER	PLAN	12	5' H X 5' W	ROUNDED FORM W/ARCHING BRANCHES, STRIKING FALL COLOR; SPECIMEN, HEDGE OR BARRIER
F	RED GNOME DOGWOOD	CORNUS ALBA SIBERICA 'REGNZAM'	DECIDUOUS SHRUB	#2 CONTAINER	PLAN	17	4' H X 5' W	COMPACT ROUNDED HABIT, VIVID RD STEM SOLOR.; EXCELLENT FOR MOIST AREAS



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

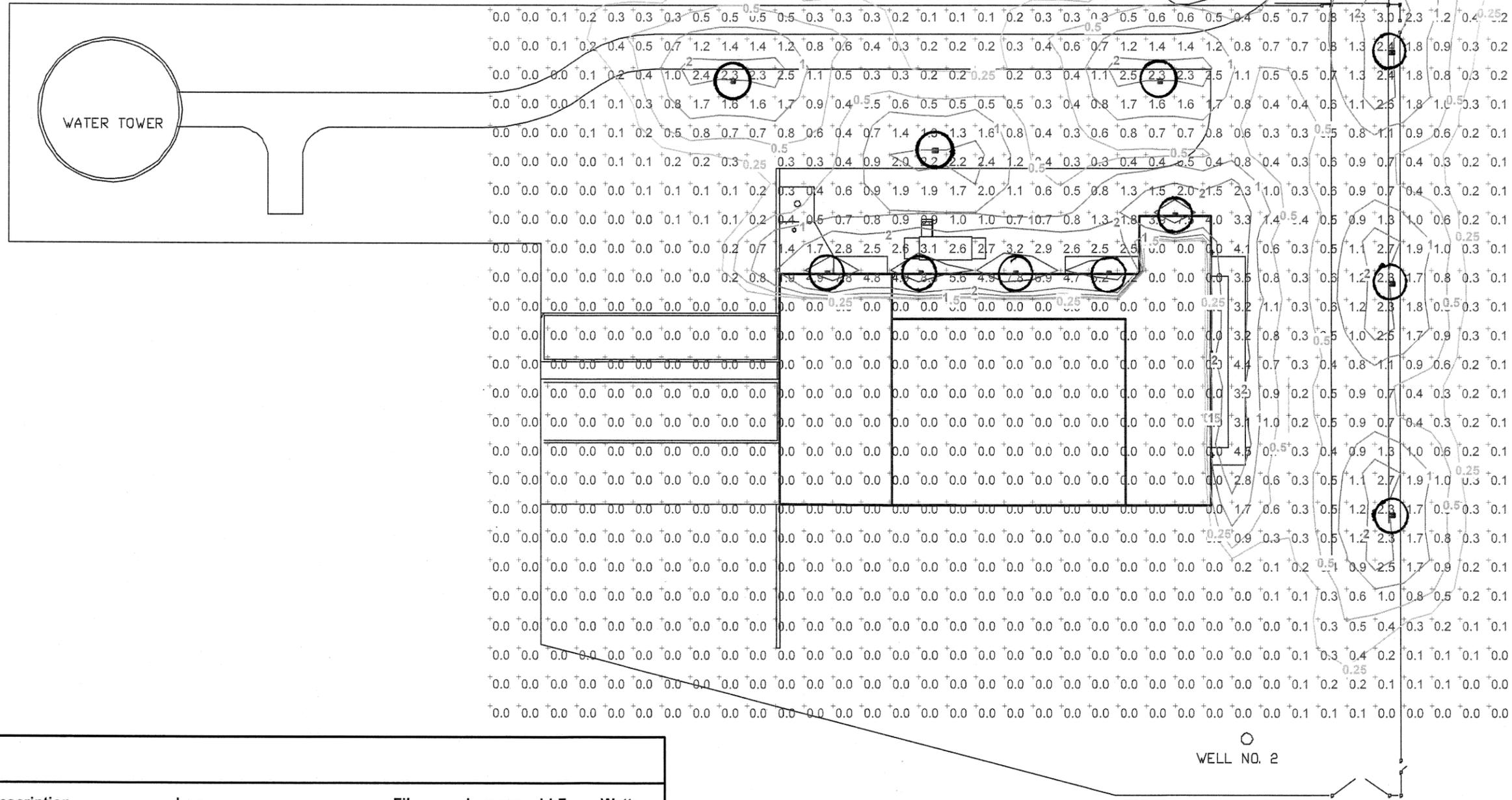
SIGNATURE: *Paul Saffert* PRINTED NAME: Paul Saffert
DATE: 12-16-10 LIC. NO.: 43485

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN
BURNSVILLE, MN WILLMAR, MN CHASKA, MN
RAMSEY, MN MAPLEWOOD, MN BRAINERD, MN AMES, IA

REV.	BY	DATE

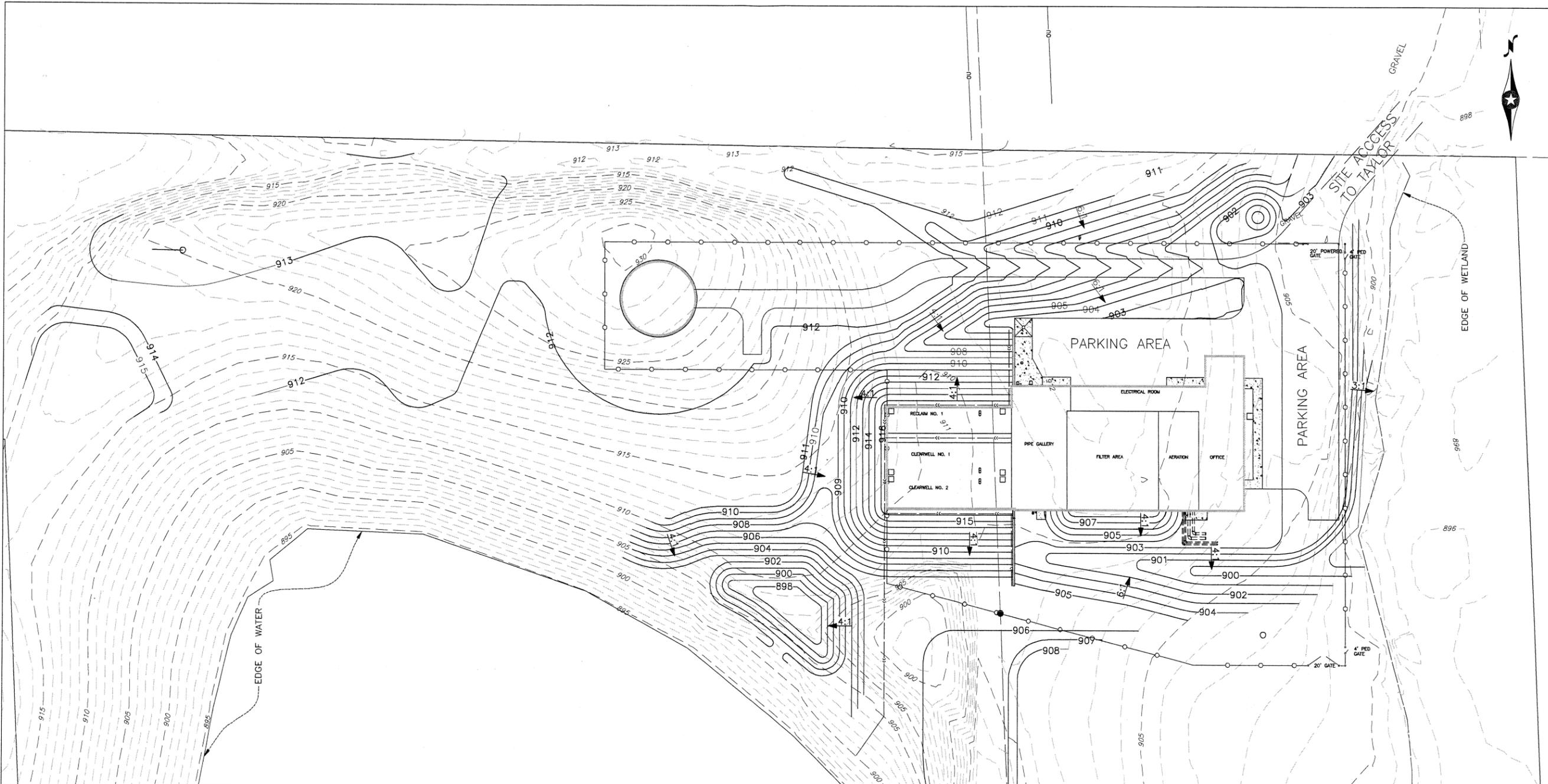
EAST BETHEL, MINNESOTA
WATER TREATMENT FACILITY
LANDSCAPE PLAN

SHEET
9.01



LUMINAIRE SCHEDULE									
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
■	A	8	WST 70S WT	ARCHITECTURAL SCONCE WITH WIDE THROW DISTRIBUTION WITH CLEAR, FLAT GLASS LENS. CLEAR LAMP.	ONE 70-WATT CLEAR ED-17 HIGH PRESSURE SODIUM, HORIZONTAL POSITION.	LTL11949.IES	6300	1.00	94
■	B	7	KAD 70S R3	DIE CAST SHOEBOX	ONE 70-WATT CLEAR ET-23.5 HIGH PRESSURE SODIUM, HORIZONTAL POSITION.	93111903.IES	6300	1.00	94

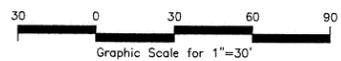
Plan View
Scale 1" = 40'



LEGEND

- | | | | |
|---------|---------------------------------------|------|---|
| --- | EXISTING MAIN CONTOURS | | PROPOSED BUILDING |
| - - - | EXISTING INTERMEDIATE COUNTOURS | | FINISHED CONCRETE SURFACE |
| --- | PROPOSED MAIN CONTOURS | | RIPRAP |
| - - - | PROPOSED INTERMEDIATE CONTOURS | | DRAINAGE DIRECTION AND GRADE |
| --->--- | PROPOSED STORM SEWER | x | FINISHED SPOT ELEVATION |
| --->--- | PROPOSED UNDERDRAIN | TA/B | FINISHED TOP OF AGGREGATE/BIT. ALTERNATE |
| --- | PROPOSED WATERMAIN | TC | FINISHED TOP OF CONCRETE ELEVATION |
| --- | PROPOSED SANITARY SEWER | GR | FINISHED GROUND ELEVATION |
| --- | PROPOSED CHAIN LINK FENCE (6' HEIGHT) | TW | FINISHED TOP OF RETAINING WALL ELEVATION |
| | | BW | FINISHED BOTTOM OF RETAINING WALL ELEVATION @ SURFACE ELEVATION |
| | | EO | EMERGENCY OVERFLOW ELEVATION |
| | | TC/A | FINISHED TOP OF CONCRETE/AGGREGATE/BIT. ALT. |

© Bolton & Menk, Inc. 2010. All Rights Reserved
 J:\EASTBETHEL\C12101329\WATER PLANT\REBID EAST BETHEL\101329203rebid-PLANNING.dwg 12/15/10 4:10 pm



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

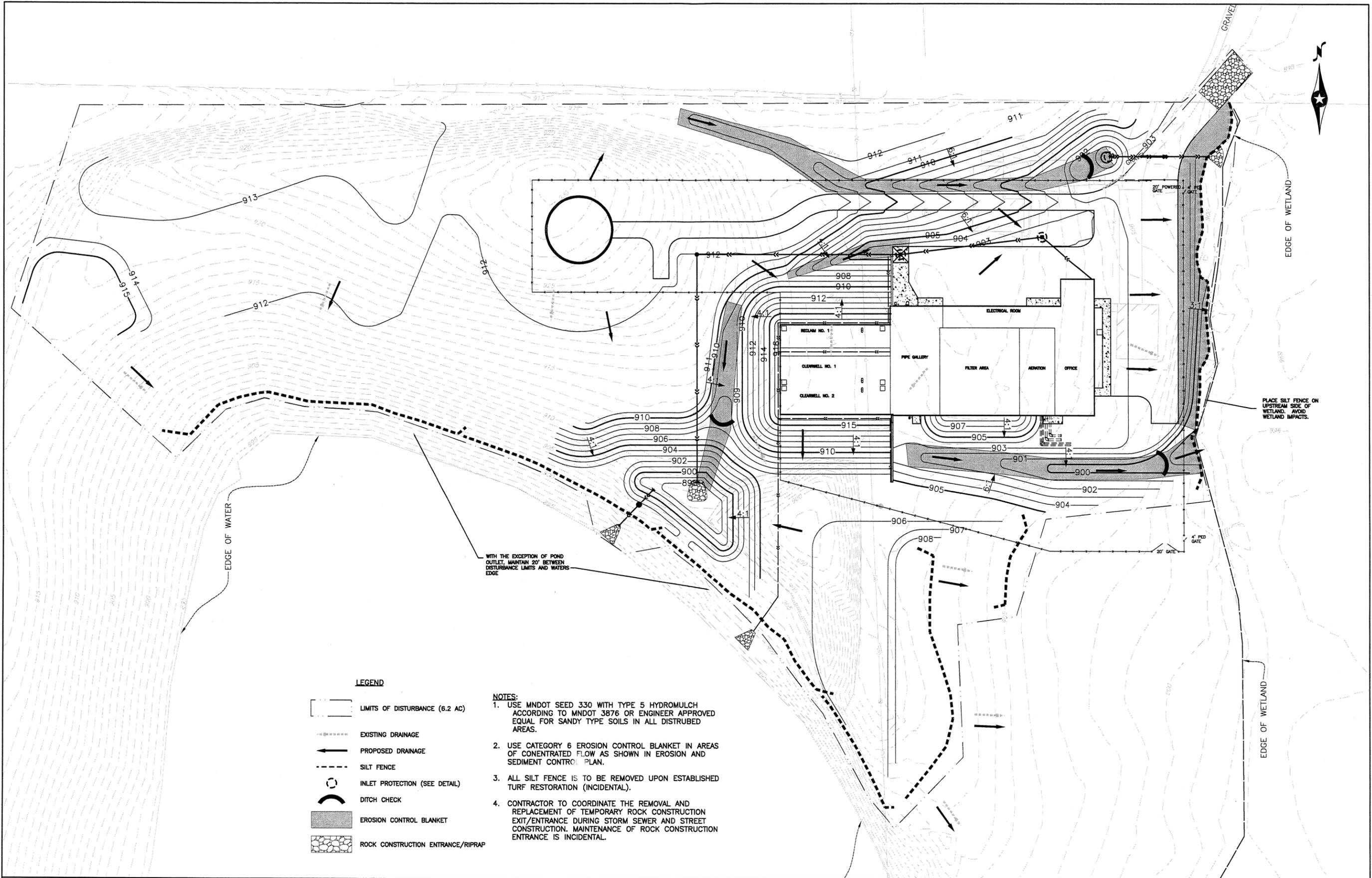
SIGNATURE: *Joel C. Hawbaker* TYPED OR PRINTED NAME: Joel C. Hawbaker
 DATE: 12-1-10 LIC. NO.: 41396

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
 BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA

REV.	BY	DATE
A	NWS	9-29-10
0	JCH	10-15-10
1	ACR	12-1-10

EAST BETHEL, MINNESOTA
 WATER TREATMENT FACILITY
 SITE PLAN
 GRADING AND UTILITIES

SHEET
 2.03

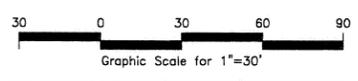


- LEGEND**
- LIMITS OF DISTURBANCE (6.2 AC)
 - EXISTING DRAINAGE
 - PROPOSED DRAINAGE
 - SILT FENCE
 - INLET PROTECTION (SEE DETAIL)
 - DITCH CHECK
 - EROSION CONTROL BLANKET
 - ROCK CONSTRUCTION ENTRANCE/RIPRAP

- NOTES:**
1. USE MNDOT SEED 330 WITH TYPE 5 HYDROMULCH ACCORDING TO MNDOT 3876 OR ENGINEER APPROVED EQUAL FOR SANDY TYPE SOILS IN ALL DISTURBED AREAS.
 2. USE CATEGORY 6 EROSION CONTROL BLANKET IN AREAS OF CONCENTRATED FLOW AS SHOWN IN EROSION AND SEDIMENT CONTROL PLAN.
 3. ALL SILT FENCE IS TO BE REMOVED UPON ESTABLISHED TURF RESTORATION (INCIDENTAL).
 4. CONTRACTOR TO COORDINATE THE REMOVAL AND REPLACEMENT OF TEMPORARY ROCK CONSTRUCTION EXIT/ENTRANCE DURING STORM SEWER AND STREET CONSTRUCTION. MAINTENANCE OF ROCK CONSTRUCTION ENTRANCE IS INCIDENTAL.

WITH THE EXCEPTION OF POND OUTLET, MAINTAIN 20' BETWEEN DISTURBANCE LIMITS AND WATERS EDGE

PLACE SILT FENCE ON UPSTREAM SIDE OF WETLAND. AVOID WETLAND IMPACTS.



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

DATE: 10/15/10 LFC. NO. 41396

PRINTED NAME: Joel C. Hawbaker

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
 BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA

REV.	BY	DATE
A	NWS	9-29-10
0	JCH	10-15-10
1	JCH	12-1-10

EAST BETHEL, MINNESOTA
WATER TREATMENT FACILITY
STORM WATER POLLUTION PREVENTION PLAN
EROSION AND SEDIMENT CONTROL PLAN

SHEET
2.06

ABBREVIATIONS LEGEND

∠	ANGLE	EQ.	EQUAL	OVHD.	OVERHEAD
∩	CENTERLINE	EST.	ESTIMATED	OPNG.	OPENING
⊖	PLATE	EXST.	EXISTING	P. LAM.	PLASTIC LAMINATE
⊙	DIAMETER	EXT.	EXTERIOR	PEDEST.	PEDESTAL
°	DEGREES	F.E.	FIRE EXTINGUISHER	P.J.	PANEL JOINT
A.B.	ANCHOR BOLT	F.E. CAB.	FIRE EXTINGUISHER CABINET	PLUMB.	PLUMBING
A.C.T.	ACOUSTICAL CEILING TILE	FIN.	FINISH	PLYWD.	PLYWOOD
ACC.	ACCESSIBLE	FLR.	FLOOR	PREFIN.	PREFINISHED
ALUM.	ALUMINUM	FND.	FOUNDATION	P.T.	PRESSURE TREATED
APPROX.	APPROXIMATE	F.O.M.	FACE OF MASONRY	QUARRY TILE	QUARRY TILE
ARCH.	ARCHITECTURAL	F.O.S.	FACE OF STUD	R.W.L.	RAINWATER LEADER
BD.	BOARD	F.O.W.	FACE OF WALL	REINF.	REINFORCED
BLDG.	BUILDING	F.R.P.	FIBERGLASS-REINFORCED PLASTIC	REDD.	REQUIRED
BLK.	BLOCK	FT.	FEET	R.H.	RIGHT-HAND
BLKG.	BLOCKING	F.T.	FIRE-RETARDANT TREATED	R.H.R.	RIGHT-HAND REVERSE
B.O.	BOTTOM OF	FTG.	FOOTING	R.O.	ROUGH OPENING
BTWN.	BETWEEN	GA.	GAUGE	SECT.	SECTION
CAB.	CABINET	GALV.	GALVANIZED	SHT.	SHEET
CARP.	CARPET	G.C.	GENERAL CONTRACTOR	SIM.	SIMILAR
C.B.	CATCH BASIN	GYP. BD.	GYPSSUM BOARD	S.M.S.	SHEET METAL SCREW
C.J.	CONTROL JOINT	HGT.	HEIGHT	SPEC.	SPECIFICATION
CLG.	CEILING	H.M.	HOLLOW METAL	SQ. FT.	SQUARE FEET
C.M.U.	CONCRETE MASONRY UNIT	HORIZ.	HORIZONTAL	S.S.	STAINLESS STEEL
COL.	COLUMN	H.V.A.C.	HEATING, VENTILATION, AND AIR CONDITIONING	STD.	STANDARD
COMBO.	COMBINATION	INSUL.	INSULATION	STL.	STRUCTURAL
CONC.	CONCRETE	INT.	INVERT	SUSP.	SUSPENDED
CONSTR.	CONSTRUCTION	JOINT	JOINT	SYS.	SYSTEM
CONT.	CONTINUOUS	L.H.	LEFT-HAND	T.O.M.	TOP OF MASONRY
C.T.	CERAMIC TILE	L.H.R.	LEFT-HAND REVERSE	T.O.S.	TOP OF STEEL
D.	DEPTH	MATL.	MATERIAL	T.P.	TOILET PAPER
DBL.	DOUBLE	MAX.	MAXIMUM	T.S.	TUBE STEEL
DISP.	DISPENSER	M.D.F.	MEDIUM DENSITY FIBERBOARD	TYP.	TYPICAL
D.L.O.	DAYLIGHT OPENING	MECH.	MECHANICAL	U.N.O.	UNLESS NOTED OTHERWISE
DN.	DOWN	MFR.	MANUFACTURER	V.C.T.	VINYL COMPOSITION TILE
D.S.	DOWNSPOUT	MIN.	MINIMUM	VERT.	VERTICAL
DTL.	DETAIL	MISC.	MISCELLANEOUS	V.I.F.	VERIFY IN FIELD
DWG.	DRAWING	M.O.	MASONRY OPENING	V.W.C.	VINYL WALL COVERING
E.A.	EACH	MT.	MOUNT	W.	WIDTH
E.I.F.S.	EXTERIOR INSULATION AND FINISH SYSTEM	MTL.	METAL	W/O	WITHOUT
E.J.	EXPANSION JOINT	N/A	NOT APPLICABLE	W/C	WATER CLOSET
ELEC.	ELECTRICAL	N.I.C.	NOT IN CONTRACT	W.C.	WOOD
ELEV.	ELEVATION	O.A.	OVERALL	W.H.	WATER HEATER
		O.C.	ON CENTER	W.S.	WATER SOFTENER
		O.D.	OUTSIDE DIAMETER	W.W.M.	WELDED WIRE MESH
		OPP. HND.	OPPOSITE HAND		

SYMBOLS LEGEND

	ENLARGED DRAWING BUBBLE		VERTICAL ELEVATION MARKER
	KEYED NOTE MARKER		ROOM NAME/NUMBER
	SECTION MARKER		DOOR/WINDOW NUMBER
	WALL TYPE MARKER		

	BATT INSULATION		EARTH		POURED CONCRETE
	BRICK		METAL		RIGID INSULATION BOARD
	CONCRETE MASONRY UNIT		PLYWOOD		SAND/FILL MATERIAL

GENERAL NOTES

- ALL CONSTRUCTION SHALL COMPLY WITH APPLICABLE BUILDING CODES AND LOCAL RESTRICTIONS OR ORDINANCES.
- REFER TO INDIVIDUAL DRAWINGS WITHIN THIS SET OF CONSTRUCTION DOCUMENTS FOR ADDITIONAL GENERAL NOTES.
- DIMENSION NOTES:
 - ALL GRIDS AT EXTERIOR WALLS LINE UP WITH OUTSIDE FACE OF FOUNDATION
 - ALL EXTERIOR WALLS DIMENSIONED TO OUTSIDE FACE OF C.M.U. UNLESS OTHERWISE NOTED
 - ALL MASONRY OPENINGS ARE NOMINAL DIMENSIONS
- DISCREPANCIES BETWEEN PORTIONS OF THE CONTRACT DOCUMENTS ARE NOT INTENDED AND SHOULD BE BROUGHT TO THE ATTENTION OF THE OWNER PRIOR TO CONTINUING WITH THE AFFECTED PORTIONS OF THE WORK
- ANY DIMENSIONS, DETAILS, NOTES OR SYMBOLS THAT APPLY TO ONE UNIT, APPLIES TO ALL UNITS LIKE SITUATIONS UNLESS NOTED OTHERWISE
- THE STATED DIMENSIONS SHALL TAKE PRECEDENCE OVER GRAPHICS. DO NOT SCALE THE DRAWINGS. THE OWNER SHOULD BE NOTIFIED OF ANY DISCREPANCIES
- THE CONTRACTOR SHALL VISIT THE JOB SITE, VERIFY EXISTING CONDITIONS AND NOTIFY BOLTON & MENK OF ANY DISCREPANCIES PRIOR TO SUBMITTING A BID AND/OR BEGINNING ANY CONSTRUCTION WORK
- CLEANING: THE CONTRACTOR SHALL AT ALL TIMES KEEP THE PREMISES FREE OF CONSTRUCTION DEBRIS & TRASH. REMOVE ALL COMBUSTIBLE RUBBISH DURING CONSTRUCTION FROM THE BUILDING CONTINUOUSLY AND DISPOSE OF IN A LEGAL MANNER. COMMERCIAL DUMPSTERS OR CONTAINERS WITH A CAPACITY OF ONE-AND-OBJECTIVE-HALF CUBIC YARDS OR GREATER SHALL NOT BE STORED OR PLACED WITHIN FIVE-FOOT OF COMBUSTIBLE WALL OPENINGS OR ROOF EAVE LINES
- ALL EXTERIOR LANDINGS TO BE FLUSH WITH FINISHED FLOOR AND SLOPE AWAY FROM THE FACE OF BUILDING TO PROVIDE POSITIVE DRAINAGE, TYPICAL
- SAFETY GLAZING SHOULD BE PROVIDED AT HAZARDOUS LOCATIONS, INCLUDING, BUT NOT LIMITED TO, GLAZING WITHIN 8" OF WALKING SURFACE, GLAZING IN DOORS AND WINDOWS ADJACENT TO DOORS
- ALL EXIT DOORS TO BE OPERABLE FROM THE INSIDE WITHOUT ANY SPECIAL KNOWLEDGE OR EFFORT. A READILY VISIBLE SIGN SHALL BE ADJACENT
 - TO THE DOORWAY STATING "THIS DOOR TO REMAIN UNLOCKED DURING BUSINESS HOURS"
- VERIFY LOCATION, SIZE AND WALL THICKNESS REQUIRED TO RECESS MECHANICAL AND ELECTRICAL ITEMS AND MAINTAIN FIRE RATING REQUIREMENTS
 - OF THE WALL (IF REQUIRED) AT THESE BUILT-INS: UNIT HEATERS, CONVECTORS, ELECTRICAL PANELS, FIRE EXTINGUISHERS, CABINETS, DUCTS, PIPING
- AND ALL OTHER SUCH RECESSES
- USE ONLY NON-CORROSIVE FASTENERS ON ANY PRESSURE TREATED LUMBER
- GENERAL CONTRACTOR REQUIRED TO PROVIDE NECESSARY BLOCKING FOR ALL OWNER PROVIDED SIGNAGE AND TABLE SUPPORTS
- FOR ALL AIR CONDITIONING, EXHAUST & SUPPLY FANS, HVAC & REFRIGERATION EQUIPMENT CURBS, GENERAL CONTRACTOR SHALL PROVIDE & INSTALL SUITABLE BLOCKING IN WALLS & CEILING TO SUPPORT FIXTURES, EQUIPMENT & CANOPIES
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING A COMPLETE AS-BUILT SET OF CONSTRUCTION DRAWINGS AT THE JOB SITE AND TURNING THE AS-BUILT DRAWINGS OVER TO THE OWNER UPON COMPLETION OF THE PROJECT
- FIRE EXTINGUISHER REQUIREMENTS SHALL BE AS DETERMINED BY FIELD INSPECTION AND NFPA 10. THE CONTRACTOR SHALL SUPPLY ALL THE FIRE EXTINGUISHERS
- BUILDING ADDRESS NUMBERS SHALL BE PROVIDED ON THE FRONT OF THE BUILDING AND SHALL BE VISIBLE AND LEGIBLE FROM THE PUBLIC RIGHT-OF-WAY. SAID NUMBERS SHALL CONTRAST VISUALLY WITH THEIR BACKGROUND. ADDRESS NUMBERS SHALL BE PROVIDED BY THE CONTRACTOR
- AT THE TIME OF BUILDING COMPLETION, THE BUILDING IS TO BE THOROUGHLY CLEANED PRIOR TO BUILDING TURNOVER TO OWNER
- REFER TO 3.XX SERIES DRAWINGS FOR PAD AND CURB LOCATIONS, DETAILS AND SIZES

APPLICABLE CODES: CITY OF: EAST BETHEL, MN

BUILDING CODE: 2007 MINNESOTA STATE BUILDING CODE (2006 IBC)
 ELECTRICAL CODE: 2008 NATIONAL ELECTRIC CODE
 MECHANICAL CODE: 2007 MINNESOTA STATE MECHANICAL CODE (2006 IMC)
 PLUMBING CODE: 2009 MINNESOTA STATE PLUMBING CODE
 FIRE CODE: 2007 MINNESOTA STATE FIRE CODE (2006 IFC)
 ACCESSIBILITY CODE: 2007 MINNESOTA STATE ACCESSIBILITY CODE, CHAPTER 1341

CHAPTER 3: USE OR OCCUPANCY

SECTION	USE GROUP/CONSTRUCTION TYPE	DESCRIPTION/PROPOSED S.F.
306.3	GROUP F-2 / TYPE II-B (GROUP H-2 NOT REQUIRED BASED ON <500 GALLONS OF HAZARDOUS MATERIAL PER TABLE 307.1)	2 STORY BUILDING HABITABLE AREA = 12,052 S.F. NON-HABITABLE AREA = 11,114 S.F. TOTAL AREA COMBINED = 23,166 S.F.

CHAPTER 5: GENERAL BUILDING LIMITATIONS

SECTION	DESCRIPTION	VALUE
503	BASIC ALLOWABLE AREA (F-2)	At = 23,000 S.F.
506	ALLOWABLE AREA INCREASES	
506.2	(EQUATION 5-2) $I_f = 100 [F/P - 0.25] W/30$ F = BUILDING PERIMETER WHICH FRONTS ON A PUBLIC WAY HAVING 20 FEET OPEN MINIMUM WIDTH P = PERIMETER OF ENTIRE BUILDING W = MINIMUM WIDTH OF PUBLIC WAY OR OPEN SPACE If = AREA INCREASE DUE TO FRONTAGE	F = 670'-8" P = 670'-8" W = 30'-0" If = 75%
506.1	(EQUATION 5-1) $A_a = A_t + [A_t I/100] + [A_t I_s/100]$ Is = AREA INCREASE DUE TO SPRINKLER PROTECTION Aa = ALLOWABLE AREA PER FLOOR	Is = 0 Aa = 40,250 S.F.
HABITABLE AREA PROPOSED		12,052 S.F.
ALLOWABLE HEIGHT		3 STORIES
PROPOSED HEIGHT		2 STORIES

CHAPTER 6: TYPES OF CONSTRUCTION

BUILDING ELEMENT	RATING
STRUCTURAL FRAMING	0
BEARING WALLS - EXTERIOR	0
BEARING WALLS - INTERIOR	0
NONBEARING WALLS - EXTERIOR	0
NONBEARING WALLS - INTERIOR	0
FLOOR CONSTRUCTION	0
ROOF CONSTRUCTION	0

CHAPTER 10: GENERAL MEANS OF EGRESS

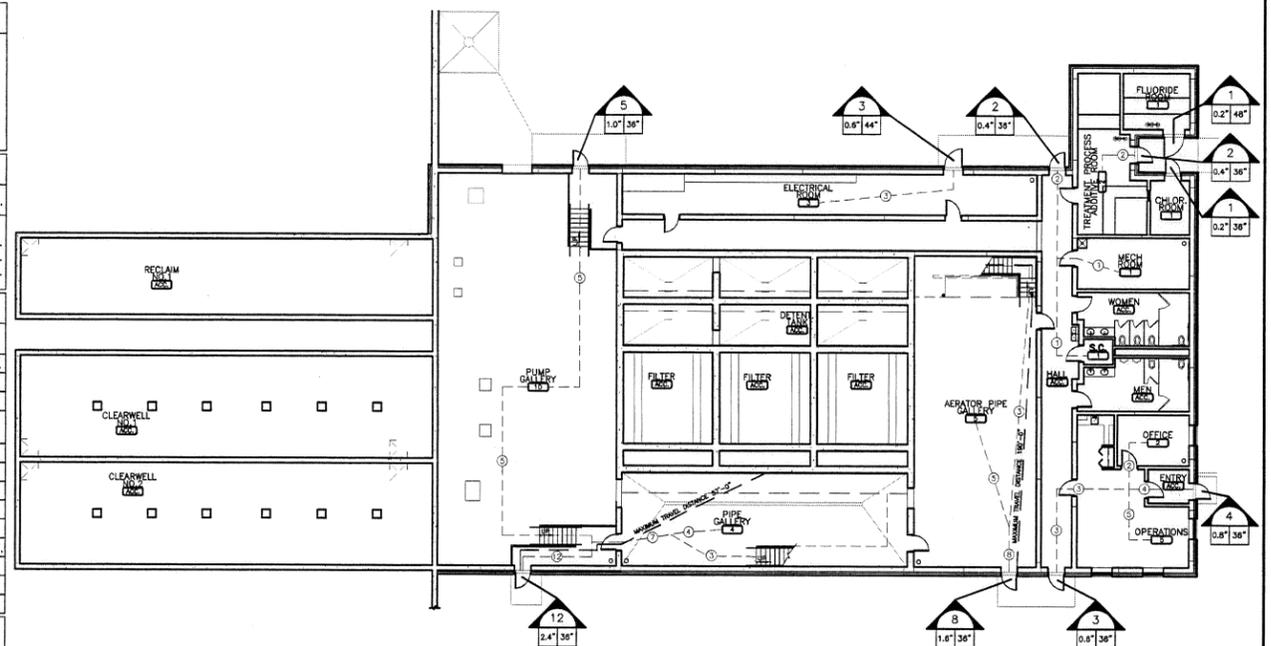
OCCUPANCY	AREA	OCC. LOAD FACTOR	OCCUPANTS
GROUND LEVEL			
FLUORIDE ROOM	147 S.F.	300 S.F./OCC	1
TREATMENT PROCESS	342 S.F.	300 S.F./OCC	2
ADDITIVE ROOM	85 S.F.	300 S.F./OCC	1
CHLORINE ROOM	220 S.F.	300 S.F./OCC	1
MECHANICAL ROOM	220 S.F.	300 S.F./OCC	1
WOMEN		ACCESSORY USE	0
SUPPLY CLOSET	30 S.F.	300 S.F./OCC	1
MEN		ACCESSORY USE	0
OFFICE	140 S.F.	100 S.F./OCC	2
ENTRY		ACCESSORY USE	0
OPERATIONS	440 S.F.	100 S.F./OCC	5
HALL		ACCESSORY USE	0
AERATOR PIPE GALLERY	1,487 S.F.	300 S.F./OCC	5
PIPE GALLERY	1,049 S.F.	300 S.F./OCC	4
ELECTRICAL ROOM	665 S.F.	300 S.F./OCC	3
PUMP GALLERY	2,752 S.F.	300 S.F./OCC	10
UPPER LEVEL			
AERATOR MEZZANINE	1,505 S.F.	300 S.F./OCC	6
SERVICE WALKWAY		ACCESSORY USE	0
SERVICE WALKWAY		ACCESSORY USE	0
TOTAL OCCUPANT LOAD			41 OCCUPANTS

EXIT REQUIREMENTS

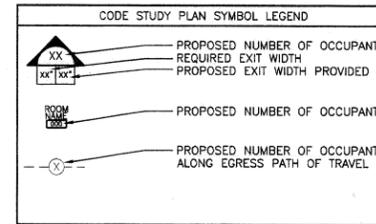
SECTION	REQUIREMENT
1005.1	CAPACITY OF EGRESS COMPONENTS
	DOOR OPENINGS
	STAIRWAY WIDTH
	MAXIMUM TRAVEL DISTANCE ALLOWED
	MAXIMUM TRAVEL DISTANCE PROVIDED
	GROUND LEVEL
	UPPER LEVEL

MINNESOTA STATE PLUMBING CODE

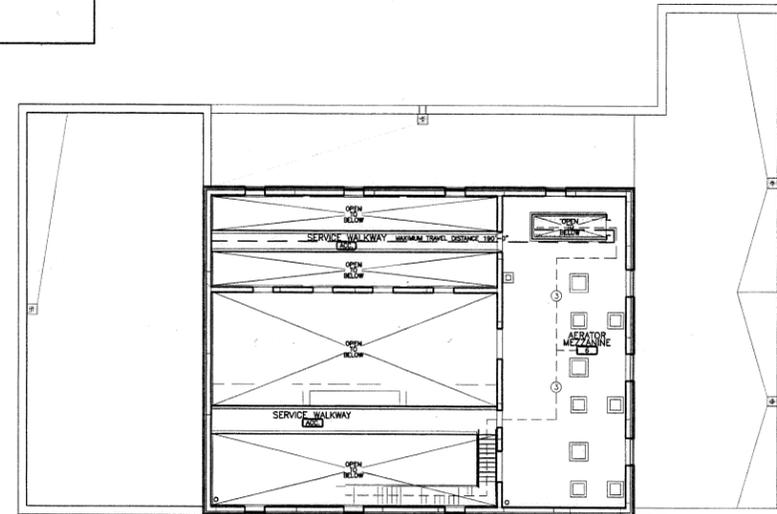
TABLE 403.1 - MINIMUM NUMBER OF REQUIRED PLUMBING FACILITIES			
WATER CLOSETS	1 PER 100	1 REQUIRED	4 WC PROVIDED - WOMENS 2 WC/2 U PROVIDED - MENS
LAVATORIES	1 PER 100	1 REQUIRED	2 PROVIDED - WOMENS 2 PROVIDED - MENS
DRINKING FOUNTAIN	1 PER 400	1 REQUIRED	2 PROVIDED
SERVICE SINK	-	1 REQUIRED	1 PROVIDED

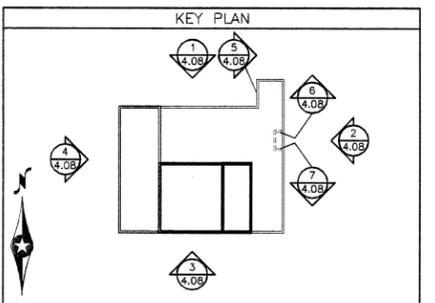
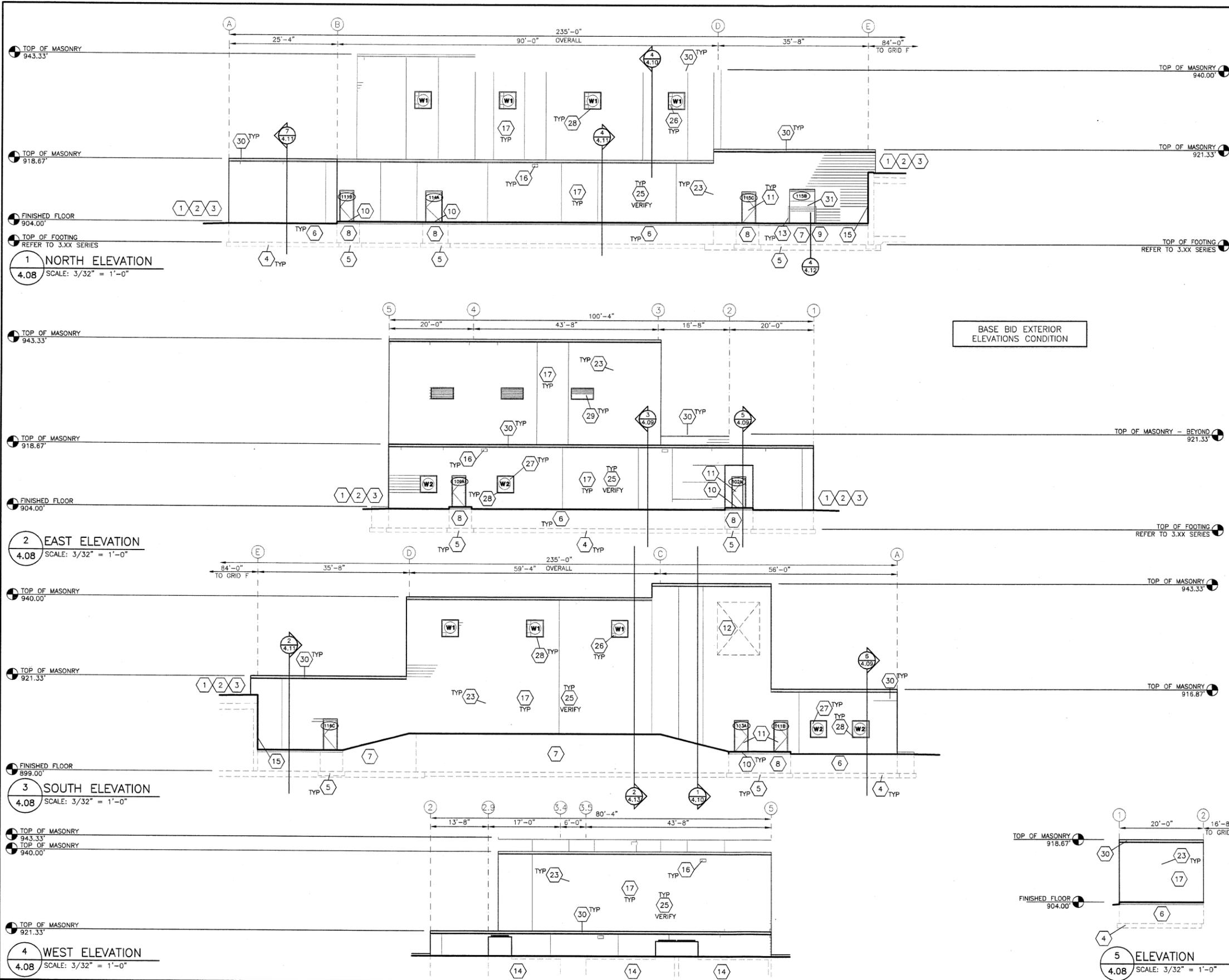


1 LOWER LEVEL CODE STUDY
 4.01 SCALE: 1/16" = 1'-0"



2 UPPER LEVEL CODE STUDY
 4.01 SCALE: 1/16" = 1'-0"

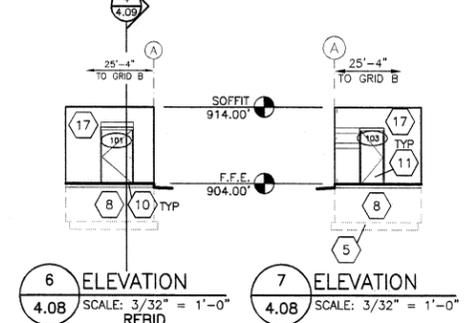
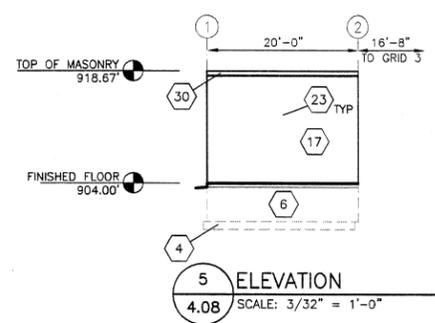




EXTERIOR ELEVATION LEGEND NOTES:

- 1 REFER TO 2.XX SERIES DRAWINGS FOR SITE CONDITIONS
- 2 PROVIDE ADEQUATE POSITIVE DRAINAGE AWAY FROM PROPOSED FACE OF BUILDING - REFER TO 2.XX SERIES DRAWINGS FOR INFORMATION
- 3 REFER TO 2.XX SERIES DRAWINGS FOR LANDSCAPING INFORMATION
- 4 CONTINUOUSLY REINFORCED CONCRETE STRIP FOOTING - REFER TO 3.XX SERIES DRAWINGS FOR ADDITIONAL INFORMATION
- 5 CONTINUOUSLY REINFORCED CONCRETE STOOP FOOTING - REFER TO 3.XX SERIES DRAWINGS FOR ADDITIONAL INFORMATION
- 6 CONCRETE MASONRY UNIT FOUNDATION WALL - REFER TO 3.XX SERIES DRAWINGS FOR VERTICAL AND HORIZONTAL REINFORCING
- 7 CAST-IN-PLACE CONCRETE FOUNDATION WALL - REFER TO 3.XX SERIES DRAWINGS FOR VERTICAL AND HORIZONTAL REINFORCING
- 8 CONCRETE STOOP WITH 6X6 W1.4XW1.4 W.W.M. - SLOPE AWAY FROM PROPOSED FACE OF BUILDING AT 1/8" PER 12" MINIMUM
- 9 6" CONCRETE APRON PAD WITH 6X6 W1.4XW1.4 W.W.M. - SLOPE AWAY FROM PROPOSED FACE OF BUILDING AT 1/8" PER 12" MINIMUM - REFER TO 3.XX SERIES FOR SIZING
- 10 METAL THRESHOLD - 1/2" MAXIMUM RISE WITH BEVELED SIDES THAT SLOPE 1:2 MAXIMUM
- 11 INSULATED HOLLOW METAL DOOR AND FRAME - PAINT TO MATCH ADJACENT BRICK COLOR
- 12 KNOCKOUT PANEL LOCATION - REFER TO SERIES 3.XX FOR ADDITIONAL INFORMATION
- 13 4"x4"x1/4" ANGLE TO 4'-0" ABOVE FINISH FLOOR ELEVATION TO PROTECT JAMB CORNER - PAINT TO MATCH ADJACENT BRICK COLOR
- 14 CONCRETE CURB FOR BELOW GRADE TANKS WITH ACCESS HATCHES
- 15 RETAINING WALL
- 16 PREFINISHED METAL OVERFLOW SCUPPER
- 17 ROCKFACE BLOCK
- 18 NOT USED
- 19 NOT USED
- 20 NOT USED
- 21 NOT USED
- 22 NOT USED
- 23 MASONRY EXPANSION JOINT - JOINT CAULK TO MATCH ADJACENT BRICK COLOR - REFER TO 3.XX SERIES DRAWINGS FOR ADDITIONAL INFORMATION
- 24 HOSE BIBB LOCATION - REFER TO 6.XX SERIES DRAWINGS FOR FINAL LOCATION AND ADDITIONAL INFORMATION
- 25 ALL BUILDING MOUNTED LIGHT FIXTURES TO BE PROVIDED AND INSTALLED BY ELECTRICAL CONTRACTOR - REFER TO 7.XX SERIES DRAWINGS FOR ADDITIONAL INFORMATION
- 26 THERMALLY BROKEN ANODIZED ALUMINUM WINDOW FRAMING WITH TRANSLUCENT WINDOW PANEL
- 27 THERMALLY BROKEN ANODIZED ALUMINUM WINDOW W/1" INSULATED GLASS
- 28 ANODIZED ALUMINUM WINDOW SILL FLASHING - COLOR TO MATCH WINDOW FRAME
- 29 PREFINISHED METAL MECHANICAL LOUVER/EXHAUST FAN - REFER TO 6.XX SERIES DRAWINGS FOR ADDITIONAL INFORMATION - LOCATION SHOWN FOR REFERENCE PURPOSE ONLY
- 30 PREFINISHED METAL CAP ON PARAPET
- 31 PREFINISHED METAL INSULATED COILING DOOR

BASE BID EXTERIOR ELEVATIONS CONDITION



<p>11802 Valley View Road Eden Prairie, MN 55344 P. 952-941-8888 F. 952-941-2333</p>	<p>I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA</p> <p>JEFFREY M. RAPP 12-01-10 22274</p>	<p>BOLTON & MENK, INC. Consulting Engineers & Surveyors MANKATO, MN FARMINGTON, MN SLEEPY EYE, MN WILLMAR, MN BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>REV.</th> <th>BY</th> <th>DATE</th> </tr> <tr> <td>0</td> <td>MWA</td> <td>10-15-10</td> </tr> <tr> <td>1</td> <td>MWA</td> <td>12-01-10</td> </tr> </table> <p style="text-align: center;">EAST BETHEL, MINNESOTA WATER TREATMENT FACILITY EXTERIOR ELEVATIONS - (BASE BID)</p>	REV.	BY	DATE	0	MWA	10-15-10	1	MWA	12-01-10
REV.	BY	DATE										
0	MWA	10-15-10										
1	MWA	12-01-10										
			<p>SHEET 4.08</p>									



From Highway 65



From Viking Blvd.



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 7.0 B.1

Agenda Item:

Park Commission Meeting Minutes for December 8, 2010

Requested Action:

Information Only

Background Information:

Information Only. These minutes are in draft form. They have not been approved by the Park Commission.

Fiscal Impact:

None

Recommendation(s):

Information Only

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required: X

EAST BETHEL PARKS COMMISSION MEETING

December 8, 2010

The East Bethel Parks Commission met on December 8, 2010 at 7:01 P.M at the East Bethel City Hall for their regular monthly meeting.

MEMBERS PRESENT: Bonnie Harvey Kenneth Langmade Tim Hoffman Dan Butler Sue Jefferson
Barb Hagenson

MEMBERS EXCUSED: Dan Kretchmar

ALSO PRESENT: Jack Davis, City Public Works Manager
Bill Boyer, City Council Member

Adopt Agenda **Hoffman made a motion to adopt the agenda as presented. Butler seconded; all in favor, motion carries.**

Approve November 10, 2010 Minutes There were a few changes to the minutes. First of all on page one first paragraph, change fifth line down change to "Part of the test is to see how if they will adjust to change." Second paragraph change the sentence to, "He recommended speaking with the seniors to get some information." On the second page there is a correction in the first paragraph "Boyer said the Council doesn't really hold a department to line items, but they are held to the bottom line of the budget."

Butler made a motion to approve the November 10, 2010 minutes. Hagenson seconded; all in favor, motion carries.

Parks Financial Info Davis explained we are nearing the end of the year and the bottom line of the budget is in great shape. The key thing is to manage the Parks budget, so we don't go over the total allocation. Overall, the Parks budget will be under budget. There are still some funds that will be allocated to the school move, but overall we are in good shape for the end of the year.

The first page of the financial information addresses the budget. The second page is the expenditures for the mower. The third page discusses the different funds. The park capitol fund shows a negative balance, but there is another appropriation from Council that will make this line item whole and a positive balance. Council approved the \$162,000 transfer, less 5.88%.

Butler asked if there is any advantage for line item 225 landscaping materials to be spent down. Davis said he likes to watch what our expenditures are all year long and then determine if items should be purchased out of the line item. Davis said we will need extra seed and fertilizer, and he is going to check with the City Administrator to see if he can purchase it for the parks that will be getting their irrigation systems next year. He wants to make sure there is enough money to finish the budget in the black.

Butler motioned to accept the financial report as presented. Hagenson seconded; all in favor, motion carries.

Booster West/Whispering Oaks Pavilions Roof

As we have documented in our previous two meetings, vandals have damaged the asphalt shingled pavilion roofs at Booster West and Whispering Oaks Parks. These roofs will have to be repaired or replaced by the Spring of 2011 or damage to the roof underlayment and/or the tongue and groove board ceiling finish will occur. The cost for replacing the roof with asphalt shingles is estimated at \$9,000 to \$12,000 depending on the type of shingle and \$30,000 for replacement with a standing seam metal roof. These costs are for both structures.

The shingled roof option is the least expensive but this type of roofing will need to be replaced in 15-25 years and does not diminish its potential as a target for vandalism. The metal roof while being initially more expensive should have a 40-50 year life span and would be more resistant to damage.

There is approximately \$199,429.16 remaining as a balance from the 2010 park improvement projects. Of this \$199,429.16 balance the following are outstanding expenses for the projects:

- 1.) Booster East/Cedar Creek Trail.....\$125,692.43
- 2.) Coon Lake Beach Park.....\$ 10,000
- 3.) Booster West Parking Lot.....\$ 15,000

After these expenses are incurred there will be a balance of \$48,736.73. These funds could be applied to pay for the roofing project on the pavilions.

Staff recommends that Parks Commission consider approving an option for roof replacement for the Booster West and Whispering Oaks pavilions.

Davis would recommend bidding as two jobs, one as shingled or and one as metal. Langmade said the initial expense is more with a metal roof, but the life expectancy is a lot longer. Jefferson asked how a metal roof would be vandalized. Davis said they could punch wholes in it, dent it up, or paint it. Butler said the hail damage doesn't reduce the life of the roof. Hagenson asked what about graffiti. Davis said spray painting could be taken care of. He believes the metal roof is a much better choice.

Harvey asked what did we exclude at the beach Park where it was less expensive than we budgeted. Davis said is because we relocated equipment to the park, and the shelter gazebo is smaller than what was originally decided on. Harvey said quite a few people have expressed dismay on the way it looks now. Butler asked why they are dismayed. Harvey said they were wondering why there was used equipment put in there. Her other concern is to ensure there will be a tennis court net and that the court gets striped. Butler said the slide was installed and the slide was cockeyed/creased. Davis said that has been replaced. Harvey said the motorcycle rider and a backhoe digger have been removed and people wanted to know what happened to them. Davis said they were not very safe and needed to be removed. There may also be funds left in the budget to purchase one of the spring toys.

Butler was wondering why the City was looking at the seemed roof rather than the shingles. Davis said there are three reasons, the life expectancy, the aesthetics and the less chances of vandalism. Butler said he was thinking there should be security cameras at the parks and then put on shingled roofs. He said with the extra money, there could be more

money put into security cameras in the parks. Then you kill two birds with one stone. He would offer that up as an alternative plan. Butler said he knows that at Whispering Oaks Park the circumstances are a little bit different.

Davis said he could get a wireless camera at Booster West, but not at Whispering Oaks. Davis said the metal roof does look nicer. Boyer said there is about \$45,000 in the budget, with that amount the Commission could recommend doing both the metal roof and the security cameras. Butler said if we are doing this because of vandalism, then we are not addressing the problem. We might be creating more issues by not dealing with the issue.

Hagenson asked about the life expectancy of the pavilion and if the roof would then last longer than the pavilion. Davis said there is not a worry about the life expectancy of the pavilion. He said if this is something the Commission wants to pursue, the City should get quotes on both proposals.

Davis was asked what the cost of the most recent pavilion was. Davis said John Anderson Park cost approximately \$40,000 for the pavilion.

Hagenson said deer cams might be a good idea. The deer cams only shoot when there is motion sensed, if there is damage on the roof you take out the film and see what has happened.

Jefferson asked if we got a price on cameras. Davis said yes, there is a four camera system which we received a quote of \$1,500. That was middle of the road piece of equipment that would serve what we needed it for.

Butler wanted to know if this should be tabled until there is more information.

Hoffman wondered how close that price is for the seemed roof. Davis said that is a written quote. Hoffman said he doesn't think it makes any sense to shingle it again. It will take them two weeks to get it looking the same way it looks like now. Davis said a camera surveillance system is essential. Harvey said she would like them caught.

Langmade asked what is the feeling of the committee. Hoffman asked if \$12,000 is for both shelters to be shingled. Davis stated yes. Butler said some of the newer shingles will last well over 15 years and he is leaning toward shingling and putting in security cameras. He also believes repairs on a seemed roof would be more expensive than on a shingled roof.

Davis said if the commission would like, he will get some firmed up quotes on the project. Butler asked if to install the steel roof would they need to pull off the existing roof. Davis said they would need to pull off the existing shingles.

Commission members wanted to know where the price came from for the shingled roof. Davis stated he got prices on shingles and did rough estimate on the project. Harvey said if it is a shingled roof would we need to bid this project out. Boyer said the Commission could say not to exceed a certain dollar amount.

Hagenson said if the bids are closer to the \$15,000 for the asphalt shingles, then in her mind it would make more sense to do the \$30,000 steel roof. Harvey said in our minutes

we said we would look at quotes. Davis said he has some cost estimates but in order to really take a look at this we need to firm up the asphalt quotes. Hoffman said the security system is not expensive. Butler said just because there are cameras, it doesn't mean we will catch the persons defacing the park equipment.

Hagenson moved to table until there are firm quotes on the different aspects of the project. Jefferson seconded. Motion carries, 4-2. (Hoffman/Langmade opposed).

Booster
Park/Cedar
Creek Trail

This project was scheduled for a bid opening on Tuesday, December 7, 2010. The bids have come in under budget. At this time two of the easements have not been signed. The local resident did agree to sign the easement last week, but was not available to sign the easement as of yet. The person who lives in California is still getting the property put into a trust fund, but once that is completed, he will sign the easement.

Rum River Construction Company was the lowest bid and that will go before Council at their next meeting. The project should get off and running before the end of the year. Davis asked if there are any questions about the trail plans. No one had questions.

Butler asked what the bid came in at? Davis said it came in at \$343,000. Butler asked what the project was projected to cost. Davis said it was estimated to be at \$455,000. The \$343,000 doesn't include the engineering and easement costs. Butler asked if the engineering is prorated based on the project. Davis said most of the engineering would be allocated to the MSA funds as this was the more costly portion of the project to engineer. Harvey asked when it would be completed. Davis said that the completion date would be set by Council, but it should be mid to late June/early July.

The Commission doesn't have to take any action on this; Davis just wanted to update the Commission.

Other
Business and
Council
Report

The Council finalized a reduced budget for 2011. Voss had proposed cutting the Parks transfers in half and that died and Channer wanted to have a position funded. It ended up being a compromise that the transfer would be reduced by the same amount the roads budget was being reduced by, which was 5.88% .

Boyer said he is not expecting to be appointed back to Parks by Council. He has enjoyed working with the Commission over the past few years and he hopes that the vision that was formulated will continue. He thanked the Commission for all of their work. Langmade said he has really enjoyed working with Council member Boyer. He would like to see him return as the Council Liaison to Parks Commission.

Butler asked why he would not return, is it because some of the incoming people might be opposed to enhancing the trails and don't deem it worthy of an expenditure. Harvey said there is a lot to be said about having the background.

Davis said he would like to say something about commission members Jefferson, Hagenson and Hoffman. Hagenson will not be coming back and her absence will be missed. Hoffman would like to come back. Davis is hoping that Jefferson will also come back; she is a great leader and great member on this commission. He appreciates all of Hoffman, Hagenson and Jefferson efforts. If Hoffman and Jefferson could submit letters requesting reappointment as soon as possible that would be great. The letters will be

considered at the second Council meeting in January.

Butler stated Davis has done a great job coordinating the projects that the Commission had planned and is always getting things done that the Commission request. He also stated Davis and the staff did a great job getting tasks completed.

Harvey said she is very appreciative of Davis's professionalism.

Butler asked if any thought has been given to naming the trail. Jefferson said there is always a problem naming anything.

Butler said he doesn't have the history that some people have on this Commission.

Adjourn

**Hagenson made a motion to adjourn the December 8, 2010 meeting at 7:58 PM.
Hoffman seconded; all in favor, motion carries.**

Theresa Martin

Submitted by:
Jill Teetzel
Recording Secretary



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 7.0 B.2

Agenda Item:

Appoint Park Commission Members

Requested Action:

Consider appointing members to the Park Commission

Background Information:

On January 12, 2011, Council interviewed candidates for three vacancies on the Park Commission. The three positions are end of term appointments.

Park Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Park Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Park Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Fiscal Impact:

None

Recommendation(s):

Staff is requesting Council direction on appointments to the Park Commission.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 7.0 C.1

Agenda Item:

Road Commission Meeting Minutes for December 14, 2010

Requested Action:

Information Only

Background Information:

Information Only. These minutes are in draft form. They have not been approved by the Road Commission.

Fiscal Impact:

None

Recommendation(s):

Information Only

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required: X

EAST BETHEL ROAD COMMISSION MEETING
December 14, 2010

The East Bethel Road Commission met on December 14, 2010 at 6:30 PM at the City Hall for their regular monthly meeting.

MEMBERS PRESENT: Roger Virta Al Thunberg Deny Murphy Tanner Balfany
 Pat Monnier

MEMBERS EXCUSED: Jeff Jensen Michael Warsko

ALSO PRESENT: Jack Davis, City Public Works Manager
 Kathy Paavola, City Council Member

Adopt
Agenda

The December 14, 2010 meeting was called to order by Chairman Thunberg at 6:32 PM.

Monnier made a motion to adopt the December 14, 2010 agenda. Balfany seconded; all in favor, motion carries.

Approve –
October 12,
2010 Meeting
Minutes
Road
Financial
Information –
Roads Capital
Funds
Summary

Monnier made a motion to approve the October 12, 2010 minutes with no changes. Virta seconded; all in favor, motion carries.

Davis said the report is from the November 24th. Since this report there was 300 tons of salt purchased, but they will still be within the budget. There should be enough salt to get through the end of the calendar year. The last snow the City did more plowing than salting. The City uses 50 to 80 tons of salt for a major snow.

Annually the City can purchase 600 tons of salt off the State contract. Annually the County can purchase 18,000 tons of salt. The County only has 8 ½ times more roads than the City has. Anoka County has the highest salt budget out of any city or county in the metro area.

The City mixes the salt 2/1 with sand. Davis explained after the first of the year, they are going to experiment with liquid deicers. The liquid deicer is a brine that makes the salt go further, it also makes the salt stick to the road better and it makes the snow peel off easier.

Paavola asked how it is applied. Davis said most trucks are outfitted with a couple tanks on their side of the truck, and the brine is sprayed on the salt as it comes off the spinner. Paavola asked what the cost of the deicer is. Davis said it is about \$1.25 a gallon. In the long run it should be a cost savings. Davis said the brine would be used on main routes.

Davis was asked if there were any problems with the trucks during the last large snowfall. Davis said there were a few problems with the smaller plow truck and there wasn't any problems with the single axle plows.

Davis said there have been some budget reductions to the Roads general fund transfer from the Council. The budget will be reduced to \$400,000 year, this is a \$25,000 reduction.

Monnier asked if other budgets took hits. Davis said yes. Paavola said the Council looked at all the budgets. She said looking at those budgets is not an easy task and they have had a hard time with it, but did what they thought best at this point.

Monnier was wondering what the grant application listed in the budget is for. Davis said it to pay for the City Engineer's work they did on the grant application for the 221st project. Monnier said the financial report looks good.

Davis said early in the year, staff would be looking at some projects at Coon Lake Beach. It has been pretty well finalized that the sewer will not be anywhere in the near or intermediate future. The MSA monies have already been spent for the next four to five years, so that will not help at Coon Lake Beach.

221st – 215th
Avenue –
Proposed
Frontage
Road

Davis stated there are five alternatives that were being considered. In the next couple of months, they will be starting on some more detailed plans. Alternative #1 is the preferred route as it minimizes construction costs and would have less impact for right of way acquisition. Right of way negotiations are currently being conducted and it is anticipated that this project will be completed by the Fall of 2011. There has been no change in the timetable for the installation of the traffic light at 221st Avenue and TH 65 and we are still scheduled for a 2014-15 project date.

Thunberg wondered why the new service road could not line up with Sandy Drive. Davis explained if that happened, the construction cost would be \$300-400,000 more based on having to go through a wetland. Once the property on the north side of 221st is developed, then Sandy Drive will be relocated. As part of this project, the two exits onto Hwy 65 by the landfill and by the daycare will be closed. Thunberg asked if it was a good idea to close the entrance onto 215th, before the light is put into at 221st. Davis said we don't have an option to not close 215th, that is part of the deal with the State of Minnesota. The grant from the State of Minnesota will pay for ½ the project and if the City turns the grant down, it may not be able to receive it again. If people are heading west on 221, it will be easier to get down to a light. Davis said they might have to change the light timing on Sims.

Davis explained this project doesn't have any funds allocated for right-of-way. The preliminary cost estimate for alternate #1 is 1.2 million dollars. Of which the City will get \$600,000 from MNDOT and will use \$600,000 from MSA funds. Balfany was wondering more about the MSA funds. Davis explained MSA funds to him. Davis said the road would be designed to meet all of MNDOT standards. The street will probably be posted as a 45 mph road. The design requirements will determine the speed. Monnier said now we need one on the other side of Hwy 65. Davis said the City applied for a dual grant for both of them in 2008, but it wasn't approved. Then they applied for this one and it was approved. Monnier said it provides people an option to get down to a light. Davis said he believes a lot of people going south will utilize this alternative. The traffic count on 221st is about 2500 vehicles a day.

Murphy was wondering why in some of the Alternatives jogged by 215th. Davis said the reason for that is it provides more alternatives for the property to be developed. This was preferred by the property owner for more chances to develop the property. Monnier wanted to know how wide the shoulders would be. Thunberg said it would be just like the service road by ice arena.

Davis said they are currently working on securing the right-of-way from two property owners. The design work has already started. Hopefully the plans will be finished by the end of January, then the plans will be sent to MnDOT. The job will hopefully be bid in May with construction completed by fall.

2011 Term Appointments The terms of Al Thunberg, Pat Monnier and Mike Warsko expire January 2011. Requests for re-appointments should be in the form of letter to City Council requesting an additional term. Letters will be available at the meeting should you decide you wish to serve another term.

Monnier doesn't think he will be reapplying. Paavola has turned in a letter for either Parks or Roads Commission. She didn't think there would be anyone leaving. Thunberg said there seems to be a lot of vacancies. Thunberg asked if Warsko was interested. Davis said he hasn't heard from Warsko. Davis said Monnier has contributed a lot and his service is greatly appreciated.

Other Great River Energy update. Balfany reported there was a meeting last night. At the first meeting GRE was told to come back with more routes. They did come back with routes. Three of the options show going to the larger lines whereby they can circumvent the City. The committee dismissed ½ of the plans. The follow up meeting will be on January 3, 2011. Pending the outcome of that meeting, there will be a meeting to make a recommendation to the Council. They are hoping to have negotiations with GRE completed on January 3, 2011. GRE would like to start construction the summer of 2011. GRE stated if they cannot build, it may affect their service to the point of black outs, possibly 1 day per month that there will be a black out. Starting in 2013 there will be 357 potential days of black outs.

Adjourn **Monnier made a motion to adjourn the December 14, 2010 meeting at 7:25 PM. Murphy seconded; all in favor, motion carries.**

Submitted by:

Jill Teetzel
Recording Secretary



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 7.0 C.2

Agenda Item:

Appoint Road Commission Members

Requested Action:

Consider appointing members to the Road Commission

Background Information:

On January 12, 2011, Council interviewed candidates for three vacancies on the Road Commission. The three positions are end of term appointments.

Road Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Road Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Road Commission Member: _____

Term: January 5, 2011 – December 31, 2013

Fiscal Impact:

None

Recommendation(s):

Staff is requesting Council direction on appointments to the Road Commission.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required:_____



City of East Bethel Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0 A.1

Agenda Item:

Identification of Storm Water Improvement Projects – Coon Lake

Requested Action:

Evaluate the potential for storm water runoff pretreatment improvements on Coon Lake

Background Information:

At the November 3, 2010 City Council meeting a project design proposal was presented for infrastructure improvements that would improve the water quality of storm water runoff to Coon Lake. This project design was developed by the Anoka Conservation District (ACD). The location of the project is shown on Attachment #1.

The project consists of installing a concrete sediment trap inlet and two weirs, which would be installed in front of two existing culverts in a ditch along the 46XX block on East Front Boulevard. A plan view of the proposed project improvements is shown on Attachment # 2. The project proposed two material options for the weir structures. The materials were treated lumber and concrete. Council directed staff to further review the project proposal and options.

The City's current engineering standards require concrete for all storm water outlet structures and staff is suggesting that concrete be used on this project in lieu of the optional wood structures to reduce future maintenance costs. The estimated construction cost for the two concrete weir structures is \$2,500. Staff is suggesting the installation of a shallow concrete manhole type structure at the base of the road slope in lieu of the trough type design previously proposed. This would reduce the inspection frequency and overall maintenance costs. The estimated construction cost of the sediment trap is \$1,500.

Funding for this project, as initially proposed, was from the City. Staff has further discussed this project with CLIA and they have indicated that they would contribute funds to this project if it was constructed. The total estimated construction cost of this project including a 20 percent construction contingency is \$4,800.

If implemented, these improvements would be located in the City right-of-way, which would also require maintenance by the City, that includes annual cleaning of the inlet structure and weirs and annual maintenance of up to 200' of ditch section to ensure proper operation of this facility. The cost for this maintenance is estimated to be in the range of \$600-\$800 per year.

With the review of the East Front Boulevard project City Council also directed staff to investigate other similar projects that may exist around Coon Lake. Staff has identified a total of 10 additional sites around Coon Lake Where storm water directly discharges to Coon Lake. These locations are shown on Attachment #3.

Detailed cost estimates have not been completed for these projects, other than the East Front Boulevard project, at this time. Based on the East Front Boulevard project, it is estimated that the construction of water quality improvements would be approximately \$4,000 to \$15,000 per site depending on the complexity of the systems to be constructed.

There are several funding sources available for projects of this type. These programs include both competitive low interest loans and grants. The three main funding sources available are as follows:

Clean Water Revolving Fund

The Clean Water Revolving Fund (CWRV) is a low interest loan program that is administered by the Public Facilities Authority (PFA). To be eligible, the City must first apply for placement on the Project Priority List (PPL) and then on the Intended Use Plan (IUP). This involves preparation of a preliminary plan siting the needs and benefits of the project(s) in a feasibility report. The project(s) are then rated and ranked based on points assigned through the rating process. Following the ranking process to get the project onto the PPL, a letter from the City is required to move the project(s) forward to the IUP. Generally, only the higher ranking projects are funded through this process. It would cost approximately \$2,500 per project to get them placed on the PPL for consideration.

Over the past two annual funding cycles, federal law has required that a portion of the CWRV financing be reserved for green infrastructure. This program, titled "Green Project Reserve" includes \$1.5M in loan forgiveness for qualifying projects. These projects would include those projects that provide for a definable environmental benefit and/or reduced maintenance activities/costs. Projects in this category would include storm water filtration systems such as the one proposed on East Front Boulevard. This type of project would be noted in the City's application and the review committee would determine if funds would be allocated for such a project.

Currently, projects with an approved Total Maximum Daily Load (TMDL) earn an additional 20 points. However, the automatic 20 points may be repealed in the next legislative session. The MPCA has indicated that they are working on specific legislation that will be considered in the upcoming session that removes the automatic 20 points for an impaired body of water. (Coon Lake is not an impaired body of water according to MPCA/DNR standards.) Therefore, it would be in the City's interest to have this legislation considered as it would improve the City's opportunities for a grant award or low interest loan award by being pro-active to prevent Coon Lake from becoming an impaired body of water.

The deadline for applying for placement on the PPL is March 4, 2011. The deadline for applying for placement on the IUP is June 3, 2011.

Clean Water Fund

The 2008 amendment to the state constitution increased the sales tax rate by three-eighths of one percent, and, approximately 33% of that is dedicated to the Clean Water Fund (CWF). Local

Government Units (LGUs) are eligible to apply for competitive grants from the Board of Soil and Water Resources (BWSR) and receive up to 75% of project costs in grant dollars for eligible projects. To be considered for funding, the project must be identified in a state approved and locally adopted water management plan.

BWSR has created several programs to disperse the Clean Water Funds appropriated. Cities are only eligible to apply for the BWSR Shoreland Improvement Grants and BWSR Restoration Technical Assistance Grants. For the projects described above, those around Coon Lake, the City would need to work cooperatively with the Sunrise River Watershed Management Organization when making application for the BWSR grants. Applications for CWF grants are typically due mid September with award notice typically in December.

Under the Clean Water Fund, other entities are eligible to apply for grant monies to include Watershed Districts, Watershed Management Organizations, Soil and Water Conservation Districts and Counties.

Clean Water Partnership / Section 319 Grants

Clean Water Partnership / Section 319 grants are eligible to projects that address nonpoint-source pollution. Eligible implementation projects are those that are identified by a comprehensive assessment and planning process in the watershed or around the water body of concern. The projects must be categorized as either protection or restoration. Protection projects focus on protecting a water body that is currently meeting state water quality standards for a particular pollutant. Applications for these grants are typically due mid August with an award/non-award notice approximately three to six months following submission.

Course of Action

Staff has set up a meeting with the Anoka Conservation District on January 18, 2011 to further discuss these projects and the possible funding sources. A summary of this meeting will be provided at the January 19, 2011 Council meeting.

Should Council be interested in developing these projects further and pursuing funding for these projects, the first step would be to amend the City's Local Surface Water Management Plan to include these projects as a priority. MPCA staff has encouraged City staff to submit an application to get the project on the PFA's Project Priority List as noted above.

Attachment(s)

- 1. East Front Project Location Map
- 2. East Front Project Plan View
- 3. Other Water Quality Projects – Location Map

Fiscal Impact:

As noted above.

Recommendation(s):

Staff is seeking direction from Council on this matter.

Road Commission Action

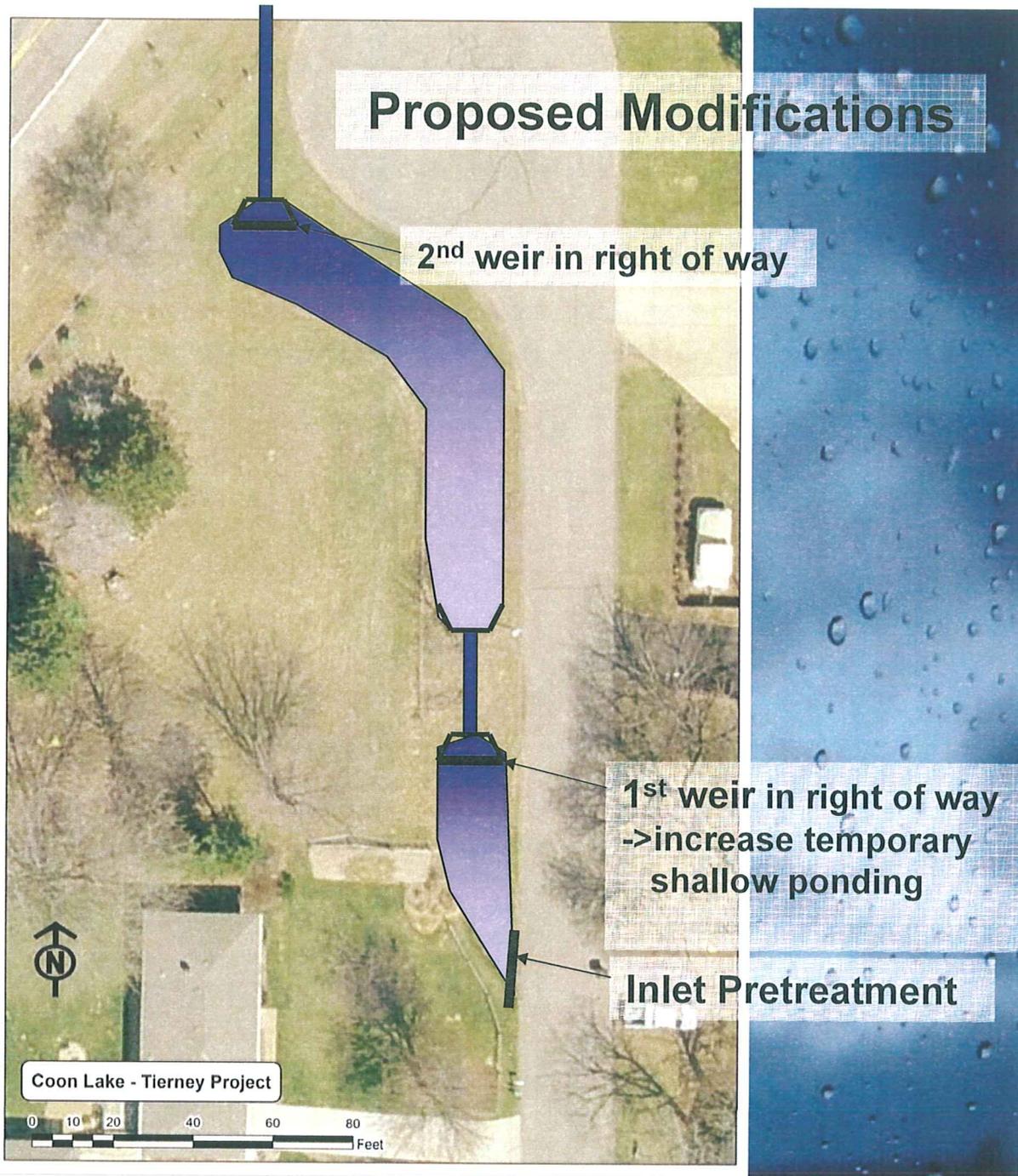
Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____





City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0.E.1

Agenda Item:

Code Enforcement Report

Requested Action:

Informational Only

Background Information:

Attached is a copy of the monthly report of code enforcement activities for properties posted as Unfit or Hazardous. The report provides a snapshot of the activity and status of various properties.

Attachments:

Code Enforcement Report

Fiscal Impact:

None

Recommendation(s):

Information Only

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required: X

POSTED UNFIT/HAZARDOUS PROPERTIES 01/19/11

ADDRESS	ACTION INITIATED	LAST ACTION	STATUS	COMMENTS
607 Viking Blvd.	2/20/08 Posted unfit	Sept 2010 property sold	Closed	Property sold, septic system just replaced and building permits issued for repairs. City assessment has been paid.
22906 Jackson St.	3/19/08 Posted unfit	8/8/10 Property sold	Tracking	On 8/08/10 new owner contacted Building Official and stated that she has closed on the property, currently addressing issues with oak wilt and hopes to start constructing new principle structure within the next couple of months.
204 Dahlia Dr. NE	11/6/08 Posted unfit	4/26/10 Court ordered abatement.	08/10/10 Tracking	Owner has construction debris still stored on site working to remove. (progress slow)
Castle Towers Trailer Park	6/7/10 posted lot #106 , #149 and #122 as Hazardous/Unfit	6/8/10 Compliance letters for hazardous structures	Tracking	Owners obtained demolition permits on 10/08/10 to remove the structures located on lots #149, #106 and #122. As of 12/17/10 the structures have been removed from lots #149 and #106.
22568 Sandy Dr.	12/10/08 Hazardous/Unfit Structures	8/26/10 Demolition permit issued	Tracking	Structures are down, owner conducting site clean-up.

221 Birch Rd.	Demo permit issued 6/4/10	Site inspection by Building Official conducted on 6/7/10	Closed	Wells Fargo has reimbursed the city for abatement and prosecution. (8/31/10)
191 Elm Rd. Garage	Posted structure (Garage) as unfit for human habitation on 9/22/09		Tracking	Owner was ordered not to reside in the garage and given 14 days to clean out the interior. Currently tracking. Have asked Anoka Co. Sheriff to cite individuals with trespass if staying on the property.
330 Dogwood Rd.	12/1/09 Primary residence unfit to occupy, public health issue,	Letter sent to owner on 12/02/09	Tracking	Building department is watching the property; it is believed that the structure is occupied. Prior agreement with property owner was that structure shall not be occupied until permits for plumbing and sewer has been issued, inspections approved and finalized.
19079 Greenbrook Dr.	01/05/10 Residential structure posted as Unfit to Occupy	4/16/2010 Final inspections completed	Closed	Property sold, outstanding assessments paid to city, building permits issued for repairs.

775 199 th Ave NE.	02/17/10 Residential structure posted as Unfit to Occupy	Dec 2010 property sold	Closed	Issued building permits to new owner for remodel.
3424 Edmar Ln.	Sent Hazardous Bldg. Orders	9/17/10	Closed	Principle structure and garage have been removed, septic abandoned and well sealed.
22779 Sandy Dr.	Sent Hazardous Bldg. Orders	06/21/10	Tracking	Property currently listed for sale.
265 Dahlia Rd.	Accessory structure post as Hazardous Bldg.	10/07/10	Closed	Building permit issued for reconstruction.

19926 Buchanan St.	09/21/10 Principle structure posted as unfit	09/21/10	Tracking	Homeowner removed from the house by Anoka county Adult protection services. Interior of home uninhabitable due to large amounts of garbage and animal feces. Building Official and Fire Chief currently working with Anoka county Social Services.
1203 189 th Ave	10/08/10 Principle structure posted as Hazardous Building	10/08/10 Hazardous building/property letter sent to owner.	Tracking	Posted structure as hazardous building and property is considered a public nuisance. Property owner contacted building official on 12/16/10 and requested an extension. Extension has been granted till June 01, 2011.
1927 Jenkins St. NE.	12/01/10 Principle structure post as unfit	01/10/11 Final notice sent	Tracking	Home has been abandoned, glazing in windows compromised. Property preservation representative contacted building official on 12/15/2010 and stated that they would address the issues. A second inspection revealed that junk/trash and debris has been removed from the site however the windows that have been compromised have not been repaired/replaced.

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 > View Station Info

I want to:

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9 All

Search (Station Name):

Station Number	Station Name	Address	City	State	Zip	Phone	Status
 40	Day All Stations (Weekdays)	2751 Viking Blvd	East Bethel	MN	55011		Active
 99	Duty Officer	2751 Viking Blvd.	East Bethel	MN	55011	763-367-7885	Active
 88	Night and Weekend All Stations	2751 Viking Blvd.	East Bethel	MN	55011	763-367-7885	Active
 11	Station 1 (Weekends)	2751 Viking Blvd	East Bethel	MN	55011		Active
 12	Station 1 (Night)	2751 Viking Blvd	East Bethel	MN	55011		Active
 21	Station 2 (Weekends)	2375 221st Avenue NE	East Bethel	MN	55011		Active
 22	Station 2 (Night)	2735 221st Avenue NE	East Bethel	MN	55011		Active

Records 1-7 of 7

Goto Page: 1



Fire Incident By Street Address
 From 12/01/10 To 12/31/10
 Report Printed On: 01/03/2011

Incident Number	Incident Date	Alarm Time	Location	Primary Station	Incident Type
EAST BETHEL					
552	12/31/2010	21:14	65 HWY NE	21	611 Dispatched and cancelled en route
551	12/31/2010	13:11	20418 65 HWY NE	40	321 EMS call, excluding vehicle accident with injury
550	12/31/2010	11:31	921 235th AVE NE	40	321 EMS call, excluding vehicle accident with injury
546	12/27/2010	10:30	2304 225th AVE NE	40	321 EMS call, excluding vehicle accident with injury
545	12/25/2010	22:05	24355 65 HWY NE	22	321 EMS call, excluding vehicle accident with injury
544	12/24/2010	13:10	2636 226th LN NE	40	321 EMS call, excluding vehicle accident with injury
543	12/22/2010	17:40	3605 Viking BLVD NE	12	321 EMS call, excluding vehicle accident with injury
542	12/22/2010	17:22	65 HWY NE	22	611 Dispatched and cancelled en route
541	12/17/2010	18:50	23156 Taylor ST NE	22	321 EMS call, excluding vehicle accident with injury
540	12/17/2010	16:09	4418 200th LN NE	40	321 EMS call, excluding vehicle accident with injury
539	12/15/2010	16:38	18635 Ulysses ST NE	40	321 EMS call, excluding vehicle accident with injury
538	12/15/2010	16:34	3806 191th AVE NE	40	321 EMS call, excluding vehicle accident with injury
537	12/14/2010	20:35	2053 229th AVE NE	22	321 EMS call, excluding vehicle accident with injury
536	12/14/2010	18:00	24425 Durant ST NE	22	321 EMS call, excluding vehicle accident with injury
535	12/14/2010	11:39	18164 Highway 65 NE	99	740 Unintentional transmission of alarm, other
534	12/14/2010	04:43	18465 Bataan ST NE	40	733 Smoke detector activation due to malfunction
533	12/14/2010	00:30	633 Lakeshore DR NE	12	321 EMS call, excluding vehicle accident with injury
530	12/13/2010	18:58	65 HWY NE	99	611 Dispatched and cancelled en route
531	12/13/2010	18:37	65 HWY NE	22	444 Power line down
532	12/13/2010	14:41	269 Lakeshore DR NE	40	321 EMS call, excluding vehicle accident with injury
529	12/12/2010	11:47	20154 Marmon ST NE	88	611 Dispatched and cancelled en route
528	12/12/2010	11:25	226th LN NE	21	321 EMS call, excluding vehicle accident with injury
527	12/11/2010	16:50	18164 65 HWY NE	88	321 EMS call, excluding vehicle accident with injury
526	12/10/2010	16:35	19700 65 HWY NE	40	561 Unauthorized burning
525	12/09/2010	08:35	3519 190th AVE NE	40	321 EMS call, excluding vehicle accident with injury
524	12/08/2010	22:02	23472 Isanti ST NE	22	321 EMS call, excluding vehicle accident with injury
523	12/08/2010	20:44	18517 Everglade DR NE	12	321 EMS call, excluding vehicle accident with injury
522	12/08/2010	09:41	2832 185th LN NE	40	321 EMS call, excluding vehicle accident with injury
521	12/07/2010	21:32	2053 229th AVE NE	22	321 EMS call, excluding vehicle accident with injury
520	12/06/2010	10:22	19411 Rochester ST NE	99	735 Alarm system sounded due to malfunction
519	12/06/2010	10:01	1704 207th LN NE	40	321 EMS call, excluding vehicle accident with injury
518	12/05/2010	20:53	23125 Taylor ST NE	21	321 EMS call, excluding vehicle accident with injury
517	12/05/2010	12:10	3519 190th AVE NE	11	611 Dispatched and cancelled en route
516	12/04/2010	20:10	2748 222nd LN NE	22	321 EMS call, excluding vehicle accident with injury
515	12/04/2010	13:25	22343 Sandy DR NE	21	321 EMS call, excluding vehicle accident with injury
514	12/03/2010	14:06	20425 Jackson ST NE	40	321 EMS call, excluding vehicle accident with injury
513	12/02/2010	13:02	146 King RD NE	40	321 EMS call, excluding vehicle accident with injury
Total					37

Search Criteria	
Dates	From 12/01/2010 To 12/31/2010
Service	EAST BETHEL
Incident Address	All
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	All



[Report Description](#)



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0 F.1

Agenda Item:

Fire Department Staff Monthly Meeting Notes and Reports

Requested Action:

Informational only

Background Information:

January Fire Department Monthly Meeting Notes and December Reports are included for your review.

To aid in your understanding, staff has included as Attachment #1 and #2 the Incident Type Codes and Station Codes as they appear on the reports.

Fiscal Impact:

None

Recommendation(s):

Informational only.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

City of East Bethel

Subject: Fire Inspector Report

December 1 – 31, 2010

City of East Bethel Fire Inspection List		
Name	Address	Comments
Builders By Design	1815 Viking Blvd	Fire extinguishers and Emergency lighting
Rodger's Rod & Custom	18689 Buchanan St.	2 nd Inspection: Emergency lighting
Landmark Concrete	18600 Ulysses St.	No Violations
Northern Asphalt	18533 Buchanan St.	No Violations
Larry Peterson	1872 Briarwood Ln.	Thank you letter for house burn Oct. 2010
Office work	Station 1	Year end and next year scheduling
Class	7550 Sunwood Dr Ramsey MN 55303	7 hr class on fire code requirements for DHS licensed facilities
NOTE: First Inspections Unless Noted		

00 Businesses Inspected

Reported by Mark Duchene
Fire Inspectors

East Bethel Fire Department

Monthly Staff Meeting

January 10, 2011

Call to Order:

Chief DuCharme called the meeting to order at 7:00 p.m. There were 27 Fire Fighters (including the day staff), Council Liaison Robert DeRoche and Interim City Administrator Dave Schaaf present for the meeting.

Meeting minutes from the December 6, 2010 were posted previously.

Council Liaison Robert DeRoche:

Chief DuCharme gave a warm welcome to new council member and new Fire Liaison Robert DeRoche. Mr. DeRoche greeted the firefighters and expressed his interest in the fire department activities. He discussed a little history of his own background and experience in rescue.

Interim City Administrator Dave Schaaf:

Chief DuCharme gave a warm welcome to new Interim City Administrator Dave Schaaf. Mr. Schaaf also greeted the firefighters and expressed his past history with municipal positions and politics including experience in positions of Mayor and State Senate. He also discussed his past experience with water and sewer development in other communities. He held open discussion with all firefighters for any questions or concerns that they would like to discuss.

Department Items:

St. Croix Valley Regional Meeting:

The St. Croix Valley Meeting is scheduled for Thursday, January 13th at 7:00 p.m. and will be located in Isanti. Chief DuCharme welcomed all firefighters to attend.

Firefighter I Certifications:

Chief DuCharme congratulated Stephanie Bragstad and Kalli Haapoja for passing their Firefighter I Certifications last month.

Chief's Report:

Payroll was signed and completed last week. Pay day is January 14, 2011.

Personal Cell Phone Usage:

Chief DuCharme once again reminded all firefighters that the only cell phones or cameras to be used on emergency scenes will be the fire department owned property.

Upcoming Events:

The schedule for this month is:

January 1	New Years Day
January 3	Officer Meeting
January 10	Staff Meeting
January 17	Training
January 24	Maintenance Night
January 31	Officer Meeting

The schedule for February is:

February 7 th	Training
February 14 th	In-Station Training
February 21 st	Maintenance Night
February 28 th	Officer Meeting
	Medical Training

Note: EMT-B Class Schedule throughout the month.

Maintenance nights: Firefighters need to contact Ron Stanley within 24 hours of missing a maintenance night to receive assignment. Make-up assignments must be completed within 10 days.

2011 Staff Meeting Schedule Change:

Chief DuCharme announced that the 2011 Quarterly Staff Meetings will be held on January 10th, April 4th, July 5th and October 3rd.

Anniversaries:

Mark Prachar	9 Years
Ron Giefer	8 Years

Congratulations, we are proud to have you as one of our team!

Donation to the Seniors:

Relief Association President Troy Lachinski announced that a donation of \$500 was given to the seniors to purchase a new stove for the Senior Center.

Licenses for Firefighters:

Chief DuCharme discussed that it is now required for a full-time or career firefighter to be licensed in the State of Minnesota. He explained that this is not mandatory for volunteer firefighters but it is an option on an individual basis. It is a fee of \$75 that can be paid by the firefighter to have the current license for the three year term. It is the firefighter's responsibility to apply and pay for this license if obtained. This is open to current firefighters until June 30, 2011. After this date, it may be required to attend more training or classes to meet stricter requirements. If any firefighters are interested, please contact Chief DuCharme for details.

Training:

Chief DuCharme reminded firefighters that the EMT course started on January 5, 2011 and it is scheduled to continue into the month of March.

Reminders and Updates:

Contact the Fire Chief, in advance, if you cannot attend a meeting.

Chief 2 – Ardie Anderson

Chief Anderson discussed two upcoming meetings including the North Suburban Mutual Aid Meeting to be held in Lexington and the Anoka County Protection to be held at SBM Fire Station.

Chief 3 – Ron Stanley

Chief Stanley reminded all firefighters to make sure to contact him regarding any missed maintenance.

Chief 4 – Dan Berry

Chief Berry discussed the repair of the fire pump located on Rescue 21. He announced that the repair has been completed and it was a warranty issue.

Explorers:

Lieutenant Gimpl has been active with the Explorers Program and she announced that they just recently had a training session on Ropes and Knots that was taught by Doug Doebbert. She announced that she is looking for volunteers to teach some future subjects.

Inspector Report:

Inspector Duchene reported that 4 businesses were inspected in the month of December. He explained that he also attended a 7 hour course regarding Daycare and Foster Homes inspection.

Training:

Dan Meinen discussed the state school being offered in Brainerd. He discussed the deadlines for signing up and reserving overnight arrangements.

New Public Education Requirement:

Chief DuCharme reminded all firefighters of the new Public Education Policy that was put in affect as of January 2011. This new policy would require firefighters to participate in a minimum of 8 hours of fire prevention per year of service. He gave the following examples as options to the firefighters to full-fill their obligations:

Preventions in the Schools	Town Hall Meetings	Open House
Station Tours	Parades	Booster Days
Recruitment Nights	National Night Out	Explorers - Teaching

Adjournment – The meeting was adjourned at 8:45 p.m.



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0 G.1

Agenda Item:

SafeAssure Contract for 2011

Requested Action:

Consider recommending staff work with SafeAssure to renew contract for safety consultant services.

Background Information:

The City of East Bethel have been contracting with SafeAssure along with the Cities of Ham Lake, NowThen and Oak Grove since February of 2009 for Safety Consultant Services. SafeAssure provides unlimited consulting services, conducts classroom-training sessions, writes and/or maintains mandatory Occupational Safety and Health Administration (OSHA) programs and provides a complete material safety data sheets (MSDS) management service in conjunction with DAMARCO, LLC.

The City of East Bethel paid \$ \$2,975 for these services in 2009 and 2010. This is an annual contract with a renewal date of March 1, 2011. Should the City of East Bethel participate in 2011, our costs would be \$2,975 for the period of March 1, 2011 to February 28, 2012.

The three cities joined together to provide the required OSHA safety training for their employees. The three cities have also written into the contract for SafeAssure to provide evening safety training sessions for their fire departments. If a Ham Lake firefighter can't attend the OSHA required training session in Ham Lake, they can attend the same training at Oak Grove's training session. The same option would be available to our firefighters.

Contracting with a safety consultant for required OSHA annual training and program development took the City to the next level of safety awareness and training for its employees. SafeAssure reviewed the City's current safety program and policies. Training was provided for A.W.A.I.R. (A Workplace Accident and Injury Reduction Act), Employee Right to Know/Hazard Communication (ERTKHC), Lock Out/Tag Out (Control of Hazardous Energy), Bloodborne Pathogens, etc. SafeAssure also has on-line training available for several programs, including AWAIR, ERTKHC and Bloodborne Pathogens. Attached is a copy of SafeAssure's proposal from 2010.

City staff is suggesting \$2,975 for a safety consultant for 2011 and continuation of the regional group that was formed with the Cities of Ham Lake, Oak Grove and NowThen. Funds were provided for in the 2011 budget.

SafeAssure has provided some background information regarding the types of training and records the City should maintain. This background information is part of Attachment #1.

Attachments:

Attachment #1 – SafeAssure 2010 Recommendations

Fiscal Impact:

As noted above.

Recommendation(s):

Staff seeks City Council direction to work with SafeAssure to renew the contract for safety consultant services for March 1, 2011 to February 28, 2012 with the cost not to exceed \$2,975.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarifies written and training requirements.**

The required standards that apply to City of East Bethel are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 & MN Statute 5207.0600

"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".

HAZARD COMMUNICATIONS

29 CFR 1910.1200 & MN Statute 5206.0100 thru 5206.1200

"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the work-place..."

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES

29 CFR 1904

"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."

CONFINED SPACE

29 CFR 1910.146

If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....

RESPIRATORY PROTECTION**29 CFR 1910.134**

Written standard operating procedures governing the selection and use of respirators shall be established.

OCCUPATIONAL NOISE EXPOSURE**29 CFR 1910.95**

The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels, and shall ensure employee participation in such a program.

BLOODBORNE PATHOGENS**29 CFR 1910.1030**

Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

POWERED INDUSTRIAL TRUCKS**29 CFR 1910.178**

“Only trained and authorized operators shall be permitted to operate a powered industrial truck. Methods shall be devised to train operators in the safe operation of Powered Industrial Trucks”.

GENERAL DUTY CLAUSE**PL91-596**

"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."

LOGGING OPERATIONS**1910.266 (i)(1)**

The employer shall provide training for each employee, including supervisors, at no cost to the employee.

OPERATION OF MOBILE EARTH-MOVING EQUIPMENT.

Training programs shall be developed and instructed by competent individuals who have knowledge, training, experience, and the demonstrated ability to identify existing and predictable hazards related to the subject matter.

EXCAVATIONS/TRENCHING

1926.651 (k)(1)

Daily inspections of excavations, the adjacent areas, and protective systems shall be made by a competent person for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions.

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

OVERHEAD CRANES

1910.179(j)(3)

Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."

In the interest of Quality Safety Management, it is recommended that written procedures and documented employee training also be provided for the following Subparts. (Subparts represent multiple standards)

1910 Subparts

Subpart D - Walking - Working Surfaces
Subpart E - Means of Egress
Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms
Subpart G - Occupational Health and Environmental Control
Subpart H - Hazardous Materials
Subpart I - Personal Protective Equipment
Subpart J - General Environmental Controls
Subpart K - Medical and First Aid
Subpart L - Fire Protection
Subpart M - Compressed Gas and Compressed Air Equipment
Subpart N - Materials Handling and Storage
Subpart O - Machinery and Machine Guarding
Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.
Subpart Q - Welding, Cutting, and Brazing.
Subpart S - Electrical
Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions
Subpart D - Occupational Health and Environmental Controls
Subpart E - Personal Protective and Life Saving Equipment
Subpart F - Fire Protection and Prevention
Subpart G - Signs, Signals, and Barricades
Subpart H - Materials Handling, Storage, Use, and Disposal
Subpart I - Tools - Hand and Power
Subpart J - Welding and Cutting
Subpart K - Electrical
Subpart L - Scaffolds
Subpart M - Fall Protection
Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors
Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations
Subpart P - Excavations
Subpart V - Power Transmission and Distribution
Subpart W - Rollover Protective Structures; Overhead Protection
Subpart X - Stairways and Ladders
Subpart Z - Toxic and Hazardous Substances
Applicable MN OSHA 5205 Rules
Applicable MN OSHA 5207 Rules
Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. and services provided by DAMARCO Solutions, LLC, will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of City of East Bethel to obtain as required to comply with OSHA standards.

Our contract year will begin on the signing of this proposal/contract. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for City of East Bethel are for the sole and express use by City of East Bethel and its employees and not to be shared, copied, or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a contract year, will be made at no additional cost to City of East Bethel

All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse City of East Bethel should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.

ADDENDUM

SAFETY PROGRAM RECOMMENDATIONS City of East Bethel

Written Programs & Training

A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)

- maintain site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection
- safety committee advisor

Employee Right to Know/Hazard Communication

- maintain site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist in maintaining DAMARCO Solutions, LLC, MSDS and data base
-

Lock Out/Tag Out (Control of Hazardous Energy)

- maintain site specific program
- documented training of all personnel

Emergency Action Plan

- maintain site specific program
- documented training of all personnel

Respiratory Protection

- maintain site specific program
- documented training of all personnel

Bloodborne Pathogens

- maintain site specific program
- documented training of all personnel

Cranes-Chains-Slings

- maintain site specific program
- documented training of all personnel (inspections)

Hearing Conservation (Occupational Noise Exposure)

- maintain site specific program
- documented training of all personnel
- decibel testing and documentation

Personal Protective Equipment

- maintain site specific program
- documented training of all personnel

Confined Space

- maintain site specific program
- documented training of all personal

Trenching & Excavation (competent person training in second year)

- maintain site specific program
- documented training of all personnel

Earth Moving Equipment/Motor Vehicles

- maintain site specific program
- documented training of all personnel

Powered Industrial Trucks/Forklifts

- maintain site specific program
- documented training of all personnel
- testing and licensing

Review Operator Testing and Licensing requirements

Ergonomics

- maintain/write site specific program
- documented training of all personnel
 - job hazards-recognition
 - control steps
 - reporting
 - management leadership requirements
 - employee participation requirements

General Safety Requirements

- maintain site specific program
- documented training of all personnel

The “SafeAssure Advantage”

- On-Line training available for AWAIR, EAP, ERTK, ERGO., Blood Borne
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure “Client Discount Card” from “Fastenal Stores or Catalogs” (15% off any item)
- Discount on any SafeAssure Services programs
- MSDS on line data base
- Job Hazard Analysis
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO2 testing in shops with 5 or more vehicle capacity)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- “ALERT” data base

THIS AGREEMENT is made this First day of March 2010, between the City of East Bethel Minnesota, herein after referred to as the City of East Bethel and the persons or companies whose names and signatures appear at the bottom of this document, herein after referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure (upon request) agrees to provide the City of East Bethel with a current Certificate of Insurance with proper coverage lines and a **minimum** of \$2,000,000.00 in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure (upon request) further agrees to provide the City of East Bethel with an endorsement naming the City of East Bethel as an additional insured on the Certificate of Insurance.

SafeAssure further agrees the City of East Bethel will not be liable for any claims, injuries, or damages of whatever nature due to negligence of SafeAssure employees or alleged negligence to third parties.

SafeAssure expressly forever releases and discharges the City of East Bethel, its agents, members and heirs from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless the City of East Bethel, its agents, members and heirs from any and all claims, injuries, or damages caused by SafeAssure, of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of the City of East Bethel, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

IN TESTIMONY WHEREOF, they agree to the day and year first above written and, if representing an organization or similar entity, further certify they are a duly authorized agent of said entity and authorized to sign on behalf of said entity.

TOTAL ANNUAL CHARGES WITH DAMARCO MSDS SERVICE: \$ 2,975.00



SafeAssure Consultants, Inc.

City of East Bethel



SafeAssure Consultants, Inc.

City of East Bethel

(Corporate Seal)

This contract is for the period of twelve months, from March 2010 thru February 2011.

"The SafeAssure Advantage"



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0 G.2

Agenda Item:

Local Board of Appeal and Equalization

Requested Action:

Council provide direction on the Local Board of Appeal and Equalization

Background Information:

The Local Board of Appeal and Equalization hearing must be held between April 11, 2011 and April 29, 2011. The City Council only has one regular meeting between those dates, April 20, 2011. On that evening, the City has a scheduled EDA meeting for 6:30 p.m. Staff will be asking Council to address this issue at their EDA meeting scheduled on January 19, 2011 at 6:30 p.m.

The Minnesota Department of Revenue requires that any local board be trained. No training has been scheduled for local officials that sit as the board for this hearing; they have stated training will be in February or March. No specific information has been provided on the training dates. Without at least one Council Member trained by the Department of Revenue, the City cannot conduct the local hearing.

There are several options that the Council can take.

Option One – Adopt Resolution 2011-06 Set Local Board of Appeal and Equalization Meeting Date for April 20, 2011 at 6:30 p.m.:

If the County assumes that training will be available in February or March, which will allow the City to provide an opportunity for at least one Council Member to be trained. (Once trained, the training is valid for four years.) Once trained, the Council would be permitted to conduct the local Board. If the Council is comfortable that training will be available that training will be available, we have drafted a Resolution setting the Local Board of Appeal and Equalization for Wednesday, April 20, 2011 beginning at 6:30 p.m.

Option Two – Anoka County Handle Local Board of Appeal and Equalization for East Bethel: Another option simply let the County handle the process. This would mean that no Council Member would need to be trained and that any appeals of valuation would go directly to the County Board of Appeal and Equalization. Under this process, the City Council would lose control over this process at the local level. This process is referred to in State training materials as transferring the duties to the County. The City contracts for assessing services and does not use the County Assessor for assessing services. Until recently, this was the only option available to transfer the assessment appeal duties to the County. A second option is now available. This

would allow the City to transfer the local Board to the County while retaining its contract assessor. Simply, the City Council would no longer be required to conduct the local board and all appeals would move directly to the County. As noted, the City would be permitted to retain their contract assessor under this option.

Option Three – Open Book Process:

Another option is to move to the “Open Book” form of appeal. Currently Ham Lake uses this form of appeal in lieu of a board. This type of appeal process is simple in that it requires that the City, through its contract assessor, make time available to residents that wish to appeal their assessments. These times would be convenient to the resident. Under the current process, the City Council sits as the board and meets on one occasion to listen, review and determine if any adjustments should be permitted. Under the open book process, several opportunities would be made available for residents to discuss valuation issues with the City’s contract assessor. These meeting times/dates would be set to include opportunities in the morning, afternoon and evening. The meetings must be conducted prior to April 29th. The open book process allows residents to have an informal discussion on their valuation situation individually with the assessor. Residents would not lose their right to appeal any determination from the open book process to the County Board of Appeal and Equalization.

Should the Council like to continue to act as the local board, Resolution 2011-06 should be adopted setting the date for the Local Board of Appeal and Equalization on April 20, 2011 beginning at 6:30 p.m. As soon as training information is available, staff will get pass it on to Council asking for volunteers.

If Council would like to move to the Open Book process, staff will start to work with the assessor to make that transition.

Attachment(s):

- 1. Resolution 2011-06 Setting Meeting Date for Local Board of Appeal and Equalization

Fiscal Impact:

None at this time.

Recommendation(s):

Staff is seeking Council direction on the Local Board of Appeal and Equalization

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

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

RESOLUTION NO. 2011-06

**RESOLUTION SETTING THE DATE FOR THE MEETING OF THE LOCAL BOARD
OF APPEAL AND EQUALIZATION**

WHEREAS, the integrity of an ad valorem system rests upon an equitable and reliable process for establishing values and a formal mechanism for taxpayers to engage in an appeals process if they disagree with values established; and

WHEREAS, the Local Board of Appeal and Equalization provides a forum for taxpayers who do not concur with the City Assessor as to the valuation of their property; and

WHEREAS, Anoka County has established April 11 through April 29, 2011 as the time-frame in which the Local Board of Appeal and Equalization must meet.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the 2011 Local Board of Appeal and Equalization meeting for the City of East Bethel is hereby scheduled for 6:30 p.m. on Wednesday, April 20, 2011.

Adopted this 19th day of January, 2011 by the City Council of the City of East Bethel.

Richard Lawrence, Mayor

ATTEST:

Wendy Warren, Deputy City Clerk



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0 G.3

Agenda Item:

City Attorney Fees

Requested Action:

Set City Attorney Fees for Calendar Year 2011

Background Information:

The proposed City Attorney fees submitted by Eckberg, Lammers are attached.

Attachment(s):

- 1. Letter from City Attorney with proposed fee schedule for 2011.

Fiscal Impact:

Recommendation(s):

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



Writer's Direct Dial:
(651) 351-2118

Writer's E-mail:
mvierling@eckberglammers.com

Stillwater Office:
1809 Northwestern Avenue
Stillwater, Minnesota 55082
(651) 439-2878
Fax (651) 439-2923

January 14, 2011

Hudson Office:
2417 Monetary Boulevard
Hudson, Wisconsin 54016
(715) 386-3733
Fax (651) 439-2923

City of East Bethel
City Hall
2241 - 221st Avenue NE
East Bethel, MN 55011

www.eckberglammers.com

Re: *Attorneys Fees for Calendar Year 2011*
Our File No.: 23746-20814

Dear City Staff:

This letter will outline the fee structure that the firm will charge the City of East Bethel relative to its civil legal services being performed on behalf of the City. Effective as of the time of appointment and until further change, the following fees will be implemented by the office for legal services rendered to the City of East Bethel:

1. Rate for Civil Legal Services: \$220.00/hr
2. Paralegal rates for service: \$150.00/hr
3. Research-Law Clerk: \$100.00/hr
4. City Council Evening Meeting Coverage: \$400.00/meeting
5. Litigation Services and/or Appellate Services: billed at standard rates for attorneys within the office assigned to those tasks.

We will provide monthly statements in itemized form for the City for services at the end of each month. I would note that the office does not bill, and will not bill, for routine calls, emails or communications from city staff or council members to the office. That has been our standard policy with all of the communities that we represent, as we wish to encourage those communications.

A separate letter for retention for criminal prosecution services will be supplied, should the City wish to engage this firm for those services as well.

Yours very truly

Mark J. Vierling

MJV/ndf

ECKBERG, LAMMERS, BRIGGS, WOLFF & VIERLING, PLLP

Family Law / Divorce • Business and Commercial Law • Criminal Law • Personal Injury / Wrongful Death
Estate Planning / Probate • Real Estate • Land Use Law • Mediation • Municipal Law • Civil Litigation



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 8.0 G.4

Agenda Item:

Third Party Review and Risk Assessment of East Bethel Wastewater System

Requested Action:

Consider contracting with Landform for consulting services for a third party review of the demographic projections and cost recovery system of the East Bethel Wastewater project and for the preparation of a risk assessment.

Background Information:

Several Council Members have expressed concern about the economic feasibility of the wastewater treatment project for the City of East Bethel. Robert (Bob) Schunicht, PE of Landform has over 30 years of experience in all aspects of infrastructure planning and design for both the public and private sectors. Staff requested a proposal from Landform for consulting services for a third party review of the demographic projections and cost recovery system of the East Bethel Wastewater project and for the preparation of a risk assessment.

Landform has prepared that proposal and it is attached. The third party review would evaluate the projections upon which the project is based, summarize the most recent demographic information, provide information on competing projects and cities in the vicinity of East Bethel, and prepare a risk assessment to help guide decision making.

Mr. Schunicht is here tonight to present his proposal for consulting services.

Attachment(s):

Landform Consulting Proposal

Fiscal Impact:

\$9,750

Recommendation(s):

Staff is recommending Council consider Landform for consulting services for a third party review of the demographic projections and cost recovery system of the East Bethel Wastewater project and for the preparation of a risk assessment.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 9.0 A.1

Agenda Item:

City Administrator Compensation

Requested Action:

Discuss City Administrator Compensation

Background Information:

Attachment(s):

Fiscal Impact:

Unknown

Recommendation(s):

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 9.0 A.2

Agenda Item:

Commission/Committee Assignments 2011

Requested Action:

Staff seeks direction from Council on Commission/Committee assignments for 2011

Background Information:

Attached is worksheet with the Commission/Committee assignments for 2008-2010 and provisions for 2011. Staff is seeking direction on these assignments.

Commission Assignments

The Planning, Parks and Roads Commissions have traditionally had a Council Member assigned as a liaison non-voting member. The purpose is to provide guidance and historical perspective to issues and items that come before these Commissions.

Committee Assignments

These assignments include the following:

Watershed Management Organizations (WMO's): the City is required to participate in the watershed management organizations or districts, as appropriate, to develop water management plans for the watershed area. These organizations have authority to review surface water discharge plans as proposed by developers to ensure they comply with WMO plans. These organizations are closely tied to the Anoka Conservation District or ACD.

The WMO's meet periodically throughout the year with notices provided in advance the of the meeting with agenda materials.

Cedar Creek Committee: This is a committee of City and University of Minnesota representatives that meet periodically to discuss uses of university property as part of the Memorandum of Understanding with the City.

Sandhill Crane Committee: This is a joint powers organization with Anoka County, DNR and MPCA. The City is the lead agency in this organization. The group collectively plans for public uses in this park facility.

Fire Department: Traditionally, a member of the City Council is assigned as the liaison to the Fire Department and attends the quarterly informational meetings.

Police Liaison: Traditionally, a Council Member is assigned as the liaison to the Sheriff's Department.

Booster Day Committee: Traditionally, two Council members are assigned as the liaison to the Booster Day Committee to assist with coordination of the annual event. The full committee consists of members of several organizations and residents interested this event.

Finance Committee: This committee meets April to identify parameters for budget development. From the parameters set by this Committee, the preliminary budget is developed for presentation to City Council by June 30th.

Attachment(s):

- 1. Worksheet-Commission/Committee Assignments

Fiscal Impact:

None at this time.

Recommendation(s):

Staff is seeking direction on Commission/Committee assignments for 2011.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel City Council Agenda Information

Date:

January 19, 2011

Agenda Item Number:

Item 9.0 A.3

Agenda Item:

Closed Session – Discuss Settlement with former City Administrator

Requested Action:

Consider closing the regular session for an Attorney/Client discussion regarding settlement with former City Administrator.

Background Information:

The City’s Attorney representing the City in this settlement agreement has asked for a closed session pursuant to Attorney/Client privilege. The session is closed pursuant to Minnesota Statutes 13D.05 Subd 2 (4) b. and Attorney Client Privilege.

Fiscal Impact:

None at this time.

Recommendation(s):

Staff is recommending recessing the regular session to closed session pursuant to Minnesota Statutes 13D.05, Subd 2 (4) b. for an Attorney/Client discussion of the settlement agreement.

City Council Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

EAST BETHEL PLANNING COMMISSION MEETING

December 28, 2010

The East Bethel Planning Commission met on December 28, 2010 at 7:00 P.M for their regular meeting at City Hall.

MEMBERS PRESENT: Eldon Holmes Lori Pierson Lorraine Bonin
Julie Moline Glenn Terry

MEMBERS ABSENT: Tim Landborg Heidi Moegerle

ALSO PRESENT: Stephanie Hanson, City Planner
Steve Voss, City Council Member

Adopt Agenda The December 28, 2010 meeting was called to order by Chairperson Holmes at 7:02 P.M.

Pierson made a motion to adopt the December 28, 2010 agenda. Bonin seconded; all in favor, motion carries.

Site Plan Review –
East Bethel Water
Treatment Facility.
Location being 19458
Taylor St. NE, East
Bethel, MN 55011.

Applicant:
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

Property Address:
19458 Taylor Street NE
East Bethel, MN 55011

PIN:
Unassigned at this time

The City of East Bethel is requesting site plan approval to construct a water treatment facility. The City of East Bethel has recently purchased the property from Ms. Kim Thompson and a portion of a property from Shaw Trucking for the construction of the facility.

Attachment 3 shows the property to be used for the facility. Attachment 4 shows the existing residential structures (house, garage, well, and septic) that will be removed from the site. Once the removal is complete, construction of the new facilities (attachment 5) will begin after the required permits are issued. Site facilities will include a 23,500 square foot building (235' by 100') and a water tower.

The existing parcel is accessed off Taylor Street NE. The water treatment facility will use the same access point off of Taylor Street NE. The facility will be owned and operated by the City of East Bethel. One (1) staff person will check the facility on a daily basis with the possibility of one (1) additional staff member.

Bulk chemical delivery will occur approximately once every two (2) months, therefore, traffic generated will be minimal. Parking is provided on site; it will be required for the parking area to be designed according to East Bethel Code Appendix A, Zoning, Section 22, Parking and Loading Requirements including, but not limited to, the following: fire access, striping of parking stalls, and accessible parking. This will be addressed by the Building Department at the time of review of the building plans.

There will be a variety of trees and shrubs planted around the northern and easterly side of the facility. The landscaping plan (attachment 6) includes the planting of Prairie Fire Flowering Crab, River Birch, Black Hills Spruce, spirea, barberry, and dogwoods. The proposed landscaping meets the requirements set forth in City Code Appendix A, Zoning, Section 27, Landscaping Regulations. According to East Bethel City Code, all new plantings, including turf establishment, must be guaranteed for one full year from the time the planting has been completed. The city will be responsible for ensuring the landscaping remains healthy. Plantings that do not establish must be replaced.

The proposed photometric (attachment 7) plan provides for lighting around the building and seven additional downcast-shielded lights mounted on poles in the parking area. Pole height will not exceed 30 feet, as required by City Code.

As part of the site plan review, a grading & utility plan and the storm water pollution and erosion/sediment control plan has been submitted. The plans meet all code and state requirements. A representative from Bolton & Menk, Inc., the consulting engineer, is available to answer questions regarding the plans.

Exterior elevations have been submitted as attachment 11. The proposed building is a masonry structure with a rock face block exterior. Exterior colors will be finalized during the construction phase of the project. A rock face exterior meets the architectural standards set forth City Code, Appendix A, Zoning.

According to the Metropolitan Council's 2030 Regional Development Framework and systems statement for East Bethel and the East Bethel approved 2008 Comprehensive Plan, the construction of municipal infrastructures is compliant with adopted policies and supports the growth strategy of a rural growth center. Also, the site plan meets requirements set forth in the East Bethel City Code, Appendix A, Zoning. Therefore, staff recommends approval of the proposed site plan.

Fiscal Impact:

Undetermined at this time

Staff Recommendations:

Staff requests Planning Commission to recommend approval to City Council of the site plan review of construction of the City of East Bethel Water Treatment Facility at the property owned by the City of East Bethel, 194 58 Taylor Street NE with the conditions set forth in the report. Staff's recommendation is based on the compliance with city code and meets the intent of the approved 2008 East Conditions are as follows:

1. Any modifications to the approved site plan shall be submitted to and approved by City Staff.
2. All conditions must be satisfied prior to the issuance of a building permit.
3. City of East Bethel is responsible for guaranteeing the landscaping and will replace any dying or diseased plants.
4. Parking and loading requirements will be addressed by the Building Department at the time of review of the building plans.

Brad DeWolfe and Brian Simmons from Bolton and Menk are here to answer questions the Commission has.

Holmes asked about the lighting and if there is any issue with light overflow to Highway 65. DeWolfe referred to attachment number 7 and stated no there shouldn't be. The lighting levels at the property line are very low and there will be no overflow lighting that will affect Viking Boulevard. Holmes asked if there is lighting on the water tower. DeWolfe stated no. Holmes asked about lighting on the back of the building. DeWolfe said the property is proposed to be fenced and the south side would not have any proposed lighting on it at this time.

Pierson asked if the building has been bid and has it been awarded. DeWolfe said it has been awarded. Terry asked when does it go to Council. Hanson said January 19th, 2011.

Moline asked why the fiscal impact is undetermined at this time. Hanson said that is the fiscal impact of the site plan itself. Moline said okay.

DeWolfe said he would be happy to answer any other questions. No other questions.

Terry said he feels like he is in a position, where something meets all the requirements of code but he can't deny it. He doesn't think this is the right project at this time. Holmes said we are here for the site review and not the project.

Pierson motioned to recommend approval to City Council of the site plan for the construction of the City of East Bethel Water Treatment Facility at the property to be owned by the City of East Bethel, 19458 Taylor Street NE, East Bethel, MN, with the following conditions:

1. Any modifications to the approved site plan shall be submitted to and approved by City Staff.
2. All conditions must be satisfied prior to the issuance of a building permit.
3. City of East Bethel is responsible for guaranteeing the landscaping and will replace any dying or diseased plants.
4. Parking and loading requirements will be addressed by the Building Department at the time of review of the building plans.

Bonin seconded; motion carries, 3 ayes, 1 nay and 1 abstention. (Moline Nay and Terry Abstained)

Approve November
23, 2010 Planning
Commission Meeting
Minutes

Pierson motioned to approve the November 23, 2010 Planning Commission minutes as presented. Bonin seconded; all in favor, motion carries.

Adjourn

Pierson made a motion to adjourn the meeting at 7:13 PM. Bonin seconded; all in favor, motion carries.

Submitted by:

Jill Teetzel
Recording Secretary

DRAFT



January 19, 2011

TO: Honorable Mayor
Members of the City Council

FROM: David Schaaf
Interim City Administrator

RE: Agenda Additions
8.0 G.4 Landform Consultants – Third Party Review and Risk Assessment of East
Bethel Wastewater System
9.0 A.3 - Closed Session – Discuss Settlement with former City Administrator

Attached are two additional agenda items for your consideration.