

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, MARCH 7, 2022**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, March 7, 2022 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Acting Mayor Brian Kirkham and Councilmembers Gary Kirkeide and Jesse Wilken

MEMBERS ABSENT: Mayor Mike Van Kirk and Councilmember Jim Doyle

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; City Administrator, Denise Webster; Finance Director, Andrea Murff; and Deputy City Clerk, Dawnette Shimek

1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance

Acting Mayor Kirkham called the meeting to order and the Pledge of Allegiance was recited by all in attendance.

2.0 PUBLIC COMMENT

Christine Dahlman, 17540 Hwy 65 NE, was present to inform the City Council of ongoing violations of the City's animal control contract.

Steve Schack, 1744 143rd Circle NE, was present to discuss the Marshall Manor development. Mr. Schack stated that over the years they have had nice neighbors and nice yards. Now there are a lot of junk cars and parking in the street. Mr. Schack stated that they have complained to the City and have talked to the neighbors to try to clean things up. Mr. Schack stated that recently a mailman ran into a car on the street because there is so much parking on the street. Acting Mayor Kirkham stated that Zoning Official, Mark Jones, recently drove through the neighborhood and is preparing letters to be sent to homeowners in violation. Acting Mayor Kirkham stated that no matter what the time of year is, a boat or trailer should not be parked on the street. Acting Mayor Kirkham stated that there is also a blind spot on the road caused by a pine tree and he spoke with Public Works Superintendent, John Witkowski about talking to the homeowner and trimming the tree.

Mike Larson, 1755 143rd Circle NE, was present and stated that numerous complaints have been made to the City regarding vehicles and junk in the Marshall Manor development. Mr. Larson questioned what is parking and what is storing. Mr. Larson stated that there are people in the neighborhood that plow part of their yard just to have enough parking.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

- 4.1 Approval of minutes of February 22, 2022
- 4.2 Approval of claims in the amount of \$257,874.23
- 4.3 Approval of a request from Gary Braastad for a Lot Line Adjustment in Section 18
- 4.4 Approval of advertising for the hiring of a Public Works Mechanic/Operator position
- 4.5 Approval of the Public Works Breakroom remodel using Building Capital Funds
- 4.6 Approval of the First Reading of an Ordinance amending Article 5-130 – Barking Dogs
- 4.7 Approval of Resolution No. 22-06, accepting the low bid for the 2022 Tree Removal Project at Polk Street NE from 325 feet North of Constance Boulevard NE to 165th Avenue NE, Tippecanoe Street NE from Constance Boulevard Terrace to the southerly cul-de-sac, Creek Valley, and Meadow Park north of Constance Boulevard NE

Motion by Wilken, seconded by Kirkeide, to approve the March 7, 2022 Consent Agenda removing Item 4.7. All present in favor, motion carried.

Acting Mayor Kirkham stated the City should not proceed with the 2022 Tree Removal Project as presented. **Motion by Kirkham to remove the Polk Street and Tippecanoe Street Projects from the 2022 Tree Removal Project. Motion died for lack of a second.**

Councilmember Kirkeide stated that the bid came in low and the tree removal will last forever in the case that the road project is delayed. Engineer Collins stated that the road projects would be planned to start in early June. **Motion by Kirkeide, seconded by Wilken, to approve item 4. 7 Approval of Resolution No. 22-06 accepting the low bid for the 2022 Tree Removal Project at Polk Street NE from 325 feet North of Constance Boulevard NE to 165th Avenue NE, Tippecanoe Street NE from Constance Boulevard Terrace to the southerly cul-de-sac, Creek Valley, and Meadow Park north of Constance Boulevard NE. Councilmembers Kirkeide and Wilken voted yes. Acting Mayor Kirkham voted no. Motion carried.**

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Gerald Mager requesting Sketch Plan approval for Magers Meadows (3 single family residential lots) located in Section 29

Motion by Wilken, seconded by Kirkeide, to concur with the Planning Commission and approve the Sketch Plan presented by Gerald Mager for a 3 lot Minor Plat located in Section 29 (PID# 29-32-23-22-0001) subject to meeting the requirements of the City Engineer, accepting money in lieu of land for parkland dedication and meeting all City, State and County requirements. All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES - None

8.0 CITY ATTORNEY - None

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports - None

11.2 Discussion of the American Rescue Plan Act (ARPA) Funds and approval of Baker Tilly Engagement Letter to administer the Grant Program

Finance Director Murff stated she spoke with the auditors and the City could use all proceeds from the American Rescue Plan Act (ARPA) Funds for revenue recovery and a resolution would be presented at the next City Council meeting. Finance Director Murff stated that there was discussion with Councilmembers Kirkham and Wilken and they would like to offer a grant program for businesses, which is what was done in 2020 with the CARES Act money. Finance Director Murff stated the grant cannot exceed \$50,000.00 per participant.

Motion by Kirkham, seconded by Wilken, to approve the Baker Tilly Engagement Letter to administer the ARPA (American Rescue Plan Act) Grant Program. All present in favor, motion carried.

11.3 Discussion of the Sunrise River and Upper Rum River Watershed Management Organizations

Councilmember Kirkeide stated that a City Council member from Columbus was present at the recent meeting to discuss the current budgeting formula for the Sunrise River Watershed Management Organization and they stated that they levied the amount to the taxpayers. The Joint Powers Agreement (JPA) is being updated and two new representatives are needed to represent the City of Ham Lake. Staff has received letters of interest and will proceed with appointing representatives. Discussion followed regarding how many properties are in the Sunrise River and Upper Rum River Watershed districts and if it would be feasible to levy the costs to those property owners. Engineer Collins stated that he can calculate how many properties would be affected by the potential levy. **Motion by Kirkham, seconded by Kirkeide, to not exceed \$2,000.00 to update the Joint Powers Agreement (JPA) with the Sunrise River and Upper Rum River Watershed Management Organizations. All present in favor, motion carried.**

11.4 Announcements and future agenda items

Councilmember Kirkeide asked that a Code Review Committee Meeting be scheduled to discuss the City's Parking Ordinance and directed staff to gather information on what other surrounding cities have for their parking regulations.

Motion by Kirkeide, seconded by Wilken, to adjourn the meeting at 6:31 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk