

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, MARCH 21, 2022**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, March 21, 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: Mayor Mike Van Kirk and Councilmembers Jim Doyle, Gary Kirkeide, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: None

OTHERS PRESENT: 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

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

2.0 PUBLIC COMMENT

Tina and Aaron Billstrom, 15926 Tippecanoe Street NE, stated that they gave the City a 66’ road easement for construction of a future road when their property was split several years ago. Ms. Billstrom stated that they had a “Gentleman’s Agreement” with the City to use the road easement for personal use until a road is constructed. At this time Tina and Aaron Billstrom are asking for a continuation of the “Gentleman’s Agreement”. The City Council directed staff to research the history on this subject.

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

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Update from the City Assessor’s – Mary Wells and Erik Skogquist (not present)

Mary Wells gave a presentation to the City Council regarding the 2022 Assessment Update and Summary. Ms. Wells stated that residential median values are up 14% to 22% depending on the neighborhood and it is similar to other cities in Anoka County. Ms. Wells stated that statements are scheduled to arrive in late March and if property owners have questions or would like to appeal they can contact or call Mary Wells or Erik Skogquist. There will also be in person appeals held on Tuesday, May 3rd and Wednesday, May 4th. The City Council thanked Ms. Wells for her presentation.

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 March 7, 2022

4.2 Approval of claims in the amount of \$128,755.75

- 4.3 Approval of Resolution No. 22-07 establishing Precincts and Polling Places in the City of Ham Lake
- 4.4 Approval of Resolution No. 22-08 establishing the American Rescue Plan Act (ARPA) Revenue Recapture method and Expenditure Process
- 4.5 Approval of Resolution No. 22-09 establishing a Policy for the Donation of Surplus Equipment to a Nonprofit Organization and allowing the Fire Department to donate surplus equipment
- 4.6 Approval of Resolution No. 22-10 requesting the use of Anoka County Housing and Redevelopment Authority (HRA) funds to pay for the 2022 Voluntary Cost Sharing Agreement
- 4.7 Approval of Resolution No. 22-11 relating to Parking Restrictions during the 181st Avenue NE road reconstruction
- 4.8 Approval of Ordinance No. 22-02 amending Article 5-130 – Barking Dogs
- 4.9 Approval of Ordinance No. 22-03 rezoning Entsminger Farms
- 4.10 Approval of the resignation of Public Works Mechanic Cory Haugen effective March 9, 2022
- 4.11 Approval of the 2023 Budgets for the Upper Rum River and Sunrise River Watershed Management Organizations
- 4.12 Approval of appointing Jeff Entsminger as the Sunrise Watershed Management Organization City Representative and Troy Wolens as the Upper Rum River Watershed Management Organizations City Representative
- 4.13 Approval to award seal coating, striping/symbols and crack sealing to the lower bidders, Pearson Bros., Warning Lites and Sir Line-A-Lot
- 4.14 Approval of recommending to the Anoka County Board of Commissioners to the consideration of appointing Warren Hoffman, Phillip Neske and Patrick Parker to the Coon Creek Watershed Board of Managers

Motion by Kirkham, seconded by Kirkeide, to approve the March 21, 2022 Consent Agenda as written. All in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Rachel Schmalzer requesting a Special Home Occupation Permit to operate Curls and Purls Salon at 17337 3rd Street NE – Application amended to Home Occupation Permit by City Council

Mayor Van Kirk stated that the Planning Commission approved the application as a Special Home Occupation Permit to operate Curls and Purls Salon at 17337 3rd Street NE. Staff reviewed the application and determined that the application could be approved as a Home Occupation Permit. **Motion by Van Kirk, seconded by Doyle, to approve the Home Occupation Permit as requested by Rachel Schmalzer to operate Curls and Purls Salon at 17337 3rd Street NE, subject to meeting the guidelines for Home Occupation Permits per Article 9-350, obtaining the proper permits from the Building Department to construct the salon and meeting all State, City and County requirements. All in favor, motion carried.**

- 5.2 Hogdal Farm Limited Partnership requesting Preliminary Plat Reapproval (Previously approved February 5, 2007) of Harmony Estates 3rd Addition located in Section 22

Motion by Kirkeide, seconded by Doyle, to concur with the Planning Commission and approve the Preliminary Plat (Previously approved February 5, 2007) of Harmony Estates 3rd Addition in Section 22, subject to changing references on the Preliminary Plat plan documents to CSAH 61 to CR 61, changing the title of the Livability Chart on page 28 to Harmony Estates 3rd Addition, changing the name of the street from 153rd Avenue NE to Coral Sea Street NE on the south side of Lot 9, Block 5, dedicating 8.62 acres for parkland and an additional ten-feet of right-of-way on the south side of 153rd Avenue NE and 154th Avenue NE and what will be a north/south section of Coral Sea Street NE to

construct a ten-foot wide bituminous trail that will extend an existing trail along 153rd Avenue NE, obtaining the required permits from CCWD and the ACHD, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY

Councilmember Kirkham stated that the new Holiday Stationstore construction is looking good and they are working to sell the abutting lots that were created.

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

Councilmember Kirkeide gave an update on the Road Committee meeting held prior to the City Council Meeting and stated that items will be placed on the next agenda for consideration.

11.2 Discussion of Fire Station #3 and the architectural concept drawings

The City Council discussed the costs and bonding options for both the building and equipment that will be incurred with the new construction of Fire Station #3. Finance Director Murff stated that the bonding process takes approximately six months. Engineer Collins stated that Durant Street NE is being tested on Wednesday, March 23, 2022 to verify whether it is built to commercial standards; if not the cost to upgrade the road may be in the area of \$190,000.00. Discussion followed regarding the City being bond free in 2026 and it may be better to wait on additional bonding until that time. Councilmember Kirkham asked how many calls the Fire Station would be called out on and Fire Chief Raczkowski stated probably less than one-third of the calls. Councilmember Doyle is undecided to whether the project should move forward but does not feel the price of the construction is going to go down for some time and the new homes being built in the area need this Fire Station for public safety. The City Council also discussed holding a referendum for the construction of Fire Station #3. The City Council stated they would like to obtain financial information and the process of holding a pre-bid meeting to obtain a more accurate cost of the proposed Fire Station #3 to be discussed at the next City Council meeting.

11.3 Announcements and future agenda items

Councilmember Wilken spoke with a resident upset with the tree removal project. Councilmember Wilken stated he was unaware that there is an agreement the resident could sign that would allow a marked tree to remain and become the owner's responsibility. Engineer Collins stated the tree would need to be located very close to the right-of-way line to be considered to remain.

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 7:20 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk