

**CITY OF HAM LAKE  
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
MONDAY, APRIL 18, 2022**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, April 18, 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 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

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 and they have been using the easement for personal use for 22 years. Tina and Aaron Billstrom are asking for an exemption or lease agreement to continue using the property. The City Council directed staff to research the history on this subject and add this item to the next City Council agenda for discussion.

**3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None**

**3.1 Lt. Wilson, Anoka County Sheriff’s Office Monthly Report**

Lt. Wilson gave the summary of the Sheriff’s Report for the month of March 2022.

**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 April 4, 2022

4.2 Approval of claims in the amount of \$594,377.35

4.3 Approval of the Ham Lake Member City Grant Agreement with Twin Cities Gateway

4.4 Approval of Resolution No. 22-14 entering into a Master Partnership Agreement with MnDOT

4.5 Approval of Resolution No. 22-15 accepting the low bid for the reconstruction of 181<sup>st</sup> Avenue NE

4.6 Approval of Resolution No. 22-16 accepting the low bid for the 2022 Bituminous Overlay Project

4.7 Approval of a Large Assembly License for the Ham Lake Chamber of Commerce at Lion’s Park (1220 157<sup>th</sup> Avenue NE) to hold Freedom Festival on July 2, 2022

4.8 Approval of a Temporary One-Day 3.2% Liquor License for the Ham Lake Lions at Lion's Park (1220 157<sup>th</sup> Avenue NE) on July 2, 2022 for Freedom Festival

**Motion by Kirkham, seconded by Wilken, to approve the April 18, 2022 Consent Agenda as written. All in favor, motion carried.**

**5.0 PLANNING COMMISSION RECOMMENDATIONS - None**

**6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

**7.0 APPEARANCES**

7.1 Andrea Murff, Finance Director, 1<sup>st</sup> Quarter Financial Report

Finance Director Murff gave the financial report for the 1st Quarter of 2022. Finance Director Murff reported on the Overall Cash Position by Fund Type, Cash Balances by Fund Compared to Prior Year, General Fund Cash Balances, and General Fund Budget to Actual.

**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 Fire Station #3

Mayor Van Kirk stated that estimated cost for the construction of Fire Station #3 was planned to be under \$1,000,000.00 and costs are currently estimated at \$2,300,000.00. Mayor Van Kirk does not want to raise the levy with the current economy and would rather plan to construct Fire Station #3 when the City's current Capital Improvement Bond matures and is paid off in 2026. Councilmember Kirkham agreed that the City Council should wait to make a final decision. Councilmember Kirkeide agreed and added that there is talk of a recession and the City Budget was cut approximately \$400,000.00 during the last recession. Discussion followed regarding continuing to pad the budget and plan for construction in 2026, with perhaps breaking ground in 2025. Councilmember Kirkeide stated he would like to keep tax rates flat in the future. Councilmember Doyle stated that he doesn't think the timing is quite right to start the project now, but he is also concerned with public safety. Fire Chief Raczkowski stated that there have been 58 calls in that district last year and they were mostly medical. The City Council discussed obtaining bids to see if the costs might come in at the \$1,000,000.00 to \$1,200,000.00 range. The City Council also discussed using the Fire Department Equipment Fund to construct the building and bond for the equipment. Finance Director Murff stated that bonding for equipment is more difficult than bonding for a building. **It was the consensus of the City Council to revisit the discussion of constructing of Fire Station #3 in August, 2022.**

11.3 Announcements and future agenda items - None

**Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 7:11 p.m. All in favor, motion carried.**

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Dawnette Shimek, Deputy City Clerk