

**CITY OF HAM LAKE  
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
MONDAY, MAY 15, 2023**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, May 15, 2023 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 Brian Kirkham and Councilmembers Jim Doyle, Gary Kirkeide, Al Parranto and Jesse Wilken

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** City Attorney, Mark Berglund; City Engineer, Tom Collins; Deputy City Clerk, Dawnette Shimek; and Finance Director, Andrea Murff

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

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

**2.0 PUBLIC COMMENT**

Brian Elferts, 4030 170<sup>th</sup> Lane NE, was before the City Council asking what was going to be done with the roads in his development and why the residents don't have any input regarding their roads. Mayor Kirkham stated that the City Council plans to review maintenance costs of the road after one year. Mayor Kirkham stated that a decision has not been made at this time. Mr. Elferts stated that he doesn't necessarily want the road paved, but the road millings could be redone. Mayor Kirkham stated that they are still in the process of evaluating the situation.

**3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**

**3.1 Lt. Schuldt, Anoka County Sheriff's Office Monthly Report**

Lt. Schuldt gave a summary of the Sheriff's Report for the month of April 2023. Councilmember Parranto questioned why assaults appear to be on the rise. Lt. Schuldt stated he will look further into the reports and report back to the City Council.

**3.2 Approval of Resolution No. 23-19 and acceptance of the retirement of Mark Kollman after 39 active years of service to the Ham Lake Fire Department**

Mayor Kirkham presented Resolution No. 23-19 to Mark Kollman for his 39 years of service on the Ham Lake Fire Department. **Motion by Kirkham, seconded by Doyle, to approve Resolution No. 23-19 recognizing Mark Kollman for his 35 years of service on the Ham Lake Fire Department. All in favor, motion carried.**

**3.3 Approval of Resolution No. 23-20 and acceptance of the retirement of Joseph Thomas after 24 active years of service to the Ham Lake Fire Department**

Mayor Kirkham presented Resolution No. 23-20 to Joseph Thomas for his 24 years of service on the Ham Lake Fire Department. **Motion by Kirkham, seconded by Doyle, to approve Resolution No. 23-20**

**recognizing Mark Kollman for his 24 years of service on the Ham Lake Fire Department. All in favor, motion carried.**

#### **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 May 1, 2023
- 4.2 Approval of claims in the amount of \$179,182.98
- 4.3 Approval of re-appointment of Safety Committee Members Mike Raczkowski, Andrea Murff and Jim Kappelhoff
- 4.4 Approval of the First Reading of an Ordinance regarding chickens
- 4.5 Approval of hiring summer season employees in Public Works
- 4.6 Approval of a Letter requesting Coon Creek Watershed District and Sunrise Watershed Management Organization review the hydrologic boundary of parcels in the City of Ham Lake
- 4.7 Approval of Resolution No. 23-21 scheduling a public hearing to vacate a portion of the drainage and utility easement located on Lot 12, Block 1, Timber Woods and Lot 1, Block 1, Sherman Woods in Section 35

Councilmember Kirkeide asked that item 4.4 be removed from the consent agenda.

**Motion by Wilken, seconded by Parranto, to approve the May 15, 2023 consent agenda with the omission of item 4.4 All in favor motion carried.**

Councilmember Kirkeide stated that he worked on amending the City's chicken ordinance and noted that there are two corrections, as noted on the clerks copy. Councilmember Kirkeide also wanted to discuss the number of chickens to be allowed, currently the ordinance allows fifteen chickens and he is proposing to increase the limit to twenty. **Motion by Kirkham, seconded by Doyle, to approve item 4.4 on the consent agenda amending portions of the Chicken Ordinance and increasing the number of chickens allowed from fifteen to twenty and also corrections as noted on the clerks copy. All in favor, motion carried.** This is considered the first reading of an ordinance.

#### **5.0 PLANNING COMMISSION RECOMMENDATIONS**

- 5.1 Hany Omar, YSMN Properties LLC, and Faiz Jameel and Sami Sekhi of GT Auto Sales, requesting a Conditional Use Permit to operate GT Auto Sales, an auto sales and service, car repair and auto body shop, at 16905 Baltimore Street NE and adoption of Resolution No. 12-22

Attorney Berglund stated that typically a Conditional Use Permit is issued to the owner of the property. Rick Braastad, owner of the property, was present and stated he approves of the recommendations of the Planning Commission. **Motion by Kirkham, seconded by Doyle, to concur with the Planning Commission and adopt Resolution No. 23-22 approving the request of Hany Omar, YSMN Properties LLC, and Faiz Jameel and Sami Sekhi of GT Auto Sales, requesting a Conditional Use Permit to operate GT Auto Sales, an auto sales and service, car repair and auto body shop, at 16905 Baltimore Street NE subject to:**

1. **Constructing an eight-foot fence along the entire eastern property line, constructing a fenced enclosure in the northeast corner of the lot with fencing being at least six-feet high on the**

**northern, western and southern sides, constructing an enclosure for the dumpster and striping the parking lot before any damaged or repairable vehicles can be kept outdoors on the property; repairable vehicles must be kept indoors during construction. Fence and trash enclosure construction and striping of the parking lot are to be completed by August 31, 2023.**

- 2. Ensuring the primary and secondary septic areas are protected.**
- 3. All damaged vehicles being parked within the screened in area and maintaining a 12-foot drive aisle between rows of cars.**
- 4. No outside storage of liquids, tires, parts, etc.**
- 5. No “parts” cars (vehicles bought for the sole purposes of removing parts for other vehicles).**
- 6. Performing all repair work inside the building including work such as body work or replacement of headlights.**
- 7. Containing and disposing of all fluids according to State and County requirements.**
- 8. All auto sales activities being kept separate from the auto repair activity and adhering to all requirements of Article 7-900 for auto sales.**
- 9. Business hours of 9 am to 9 pm Monday through Sunday with business activity on Sunday being limited to activity that creates no audible noise outside of the building.**
- 10. Meeting all City, County, and State requirements.**

**All in favor, motion carried.**

#### **6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

#### **7.0 APPEARANCES**

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

Finance Director Murff gave the financial report for the 1<sup>st</sup> Quarter of 2023. Finance Director Murff reported on the Overall Cash Position by Fund Type being down approximately \$984,774 from December due to General Fund operation expenditures, and the annual bond payment. However, the Cash Balances by Fund Compared to Prior Year had mostly increased due to unused ARPA (American Rescue Plan Act) funding in the General Fund and budgeted transfers in the Equipment and Revolving Street Funds. Finance Director Murff explained the cash balance for the General Fund was down from December 2022 due to not receiving the tax settlement from the County until July and having to cover operation expenditures. The overall General Fund was on track with budget projections and was currently slightly better than expected. Finance Director Murff spoke about the City investments rebounding from previous years and coming in higher than budgeted. The City Council thanked Finance Director Murff.

#### **8.0 CITY ATTORNEY – None**

#### **9.0 CITY ENGINEER – None**

#### **10.0 CITY ADMINISTRATOR – None**

#### **11.0 COUNCIL BUSINESS**

##### **11.1 Committee Reports**

Mayor Kirkham stated that Superintendent Witkowski has requested and is waiting for bids on replacing the ballfield fencing at Lions Park and public works also plans to reshape the fields.

Mayor Kirkham stated that Public Works Superintendent Witkowski is going to contact Nuss Truck & Equipment to order one or maybe two plow trucks that are scheduled to be replaced. Nuss Truck &

Equipment only allows so many trucks a year to be ordered on State Contract. The trucks would not arrive for 18 months.

11.2 Announcements and future agenda items

Mayor Kirkham stated that there is 27 acres of parkland in the Hidden Forest development. Mayor Kirkham stated that there is about six acres that can to be developed with parking, playground equipment and possibly a pickle ball court. Mayor Kirkham added that he has been researching if the remaining acreage could be used for wetland banking. Mayor Kirkham stated that the money from the wetland banking would be required to go into the park fund. Councilmember Kirkeide asked if people could still access the property. Mayor Kirkham stated that state legislation would need to change to create trails on the property.

**Motion by Kirkham, seconded by Parranto, to adjourn the meeting at 6:35 p.m. All in favor, motion carried.**

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Dawnette Shimek, Deputy City Clerk