

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, JUNE 21, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, June 21, 2021 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 Gary Kirkeide, Jim Doyle, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; City Administrator, Denise Webster; and Building and Zoning Clerk, Jennifer Bohr

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

Joe Thomas, Trustee and former President of the Ham Lake Fire Relief Association, twenty-three-year member and District Fire Chief of the Ham Lake Fire Department and nineteen-year resident of the City requested item 4.3, Approval of amending the Fire Department Regulations, be removed from the Consent Agenda and tabled. Mr. Thomas stated it is the responsibility and obligation of the Chief Officers of the Fire Department (Fire Chief, Deputy Fire Chief and District Fire Chiefs) to review and update policies, procedures and regulations, and ensure they are in accordance with state statute, for members of the Ham Lake Fire Relief Association (HLFRA). Mr. Thomas stated, as a member of the HLFRA Board of Trustees, he was not asked for input on the changes to the regulations. Mr. Thomas stated the newly appointed Fire Chief has been a member of the HLFRA for several years, but it has been the expressed intent of the HLFRA, for seventeen plus years, that a full-time employee of the City not be eligible to be a member of the HLFRA. Mr. Thomas suggested that the Ham Lake Fire Relief Association (HLFRA) Board of Trustees and the City Council meet to discuss changes to the regulations that are acceptable to both entities.

Mayor Van Kirk recognized two members of Troop 5509 of the Boy Scouts of America -Ms. Natalie Lund, Senior Patrol Leader, and Ms. Lauren Gauthier, Scribe. Ms. Lund stated their troop is the first girl's troop of the Boy Scouts of America in Ham Lake. Ms. Jodi Kimball, Scout Master, and Mr. Jason Lund, Assistant Scout Master were also present. Ms. Kimball stated Ms. Lund and Ms. Gauthier are working to obtain a Communication Merit Badge; they must take notes on two sides of an issue discussed at a public meeting and discuss the issue with their merit badge counselor.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Commander Paul Lenzmeier, Anoka County Sheriff's Monthly Report

Commander Lenzmeier gave the summary of the Sheriff's Report for the month of May, 2021.

3.2 6:01 p.m. – Public Hearing – For citizens to have an opportunity to give written or oral input to reduce or eliminate pollutants from storm water runoff as part of the National Pollutant Discharge Elimination System (NPDES)

Mayor Van Kirk called the Public Hearing to order at 6:30 p.m. Mayor Van Kirk asked for public comment and with there being none, closed the public hearing at 6:30 p.m.

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 June 7, 2021

4.2 Approval of claims in the amount of \$262,544.22

4.3 Approval of amending the Fire Department Regulations

4.4 Approval of Resolution No. 21-20 accepting the feasibility study to improve Polk Street NE from 165th Avenue NE to 810 feet south and scheduling a Public Hearing

4.5 Approval of Resolution No. 21-21 accepting the feasibility study to improve Tippecanoe Street NE from proposed 162nd Lane NE south to the cul-de-sac and scheduling a Public Hearing

4.6 Approval of a New Tobacco License for Rama Corporation, dba Network Liquors, 13648 Highway 65 NE

4.7 Park Committee Recommendation:

- Approval of the asphalt quote for reconstructing at the tennis courts at Lion's Park

4.8 Approval of Liquor License, subject to the approval of the City Attorney

Off-Sale

- NEW LIQUOR LICENSE – Rama Corporation dba Network Liquors, 13548 Highway 65 NE, Ham Lake, MN

Motion by Kirkham, seconded by Wilken, to approve the June 21, 2021 Consent Agenda as written, removing Item 4.3. All in favor, motion carried.

Mayor Van Kirk asked for discussion on Item 4.3. Councilmember Kirkeide stated he understands Mr. Thomas's fiduciary responsibility as a Trustee of the HLFRA; as a courtesy, the City Council Fire Department Liaisons should meet with the Board of Trustees of the HLFRA to discuss the issues of concern and obtain additional information. Councilmember Kirkeide stated the City and the HLFRA are two separate entities operating under two different sets of rules; the City needs to meet with, and work with, the Board of Trustees of the HLFRA as a matter of good policy and good will. Paul Demro, board member of the HLFRA, spoke and expressed concerns related to the auditing of service credit hours by a Fire Chief who is a relief association member, on how the proposed changes to the regulations could cause potential issues in the future if a fire chief is chosen who is not currently a relief association member and asked the City Council if consideration had been given to increasing the amount of the voluntary contribution the City makes to the HLFRA if a full-time city employee is allowed to earn pension benefits from the HLFRA. Mr. Demro stated the intent of the current HLFRA by-laws is to exclude the Fire Chief from the HLFRA if they are PERA compensated. Councilmember Doyle asked Attorney Murphy what regulation or by-laws

superseded the other. Attorney Murphy stated the HLFRA by-laws supersede the City's Fire Department Regulations. Councilmember Doyle stated the HLFRA Board of Trustees should propose changes they would like to see made in the regulations as well as the by-laws and present them to the City Council. Mr. Demro and Mr. Thomas stated they would like to meet with members of the City Council to discuss proposed changes so that they are mutually beneficial to both entities. Councilmember Kirkham stated the next HLFRA Board of Trustees meeting is scheduled for July 8, 2021. Councilmember Kirkeide stated the City Council Fire Department liaisons should attend that meeting; the City Council can resume discussion on this matter after that meeting. **Motion by Kirkeide, seconded by Kirkham, to table Item 4.3, Approval of amending the Fire Department Regulations, until the Fire Department liaisons have met with the Ham Lake Fire Relief Association Board of Trustees. All in favor, motion carried.**

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Roger and Sue Haugen, S & R Developers LLC, requesting Preliminary Plat approval for Enchanted Estates 3rd Addition (8 Single Family Residential lots) in Section 14

Motion by Van Kirk, seconded by Kirkham, to concur with the recommendation of the Planning Commission and approve the Preliminary Plat of Enchanted Estates 3rd Addition in Section 14, as presented by Roger and Sue Haugen of S & R Developers LLC, subject to obtaining approval from the Coon Creek Watershed District, obtaining approval from the Board of Water and Soil Resources to modify the current Conservation Easement that is over portions of Lots 3, 4 and 5 of Block 1, obtaining a License Agreement for the septic line crossing the drainage and utility easement on Lot 1, Block 2, meeting all requirements of the City Engineer and meeting all City, State and County requirements. All favor, motion carried.

5.2 Coco March, Greens World Inc., requesting a Conditional Use Permit to operate a nutritional supplement business at 14200 Lincoln Street NE, Ste. 200, 300 and 500

Motion by Wilken, seconded by Kirkham, to concur with the recommendation of the Planning Commission and approve the Conditional Use Permit, as requested by Coco March, to operate Greens World Inc. at 14200 Lincoln Street NE, suites 200, 300 and 500, subject to operating hours of 6:00 a.m. to 5:00 p.m., no outside storage, striping the parking lot and meeting all City, State and County requirements. All in favor, motion carried.

5.3 Jason and Kari Lund requesting a Home Occupation Permit to operate Plaid Anvil Consulting, LLC at 14948 Madison Street NE

Motion by Kirkham, seconded by Kirkeide, to concur with the recommendation of the Planning Commission and approve the Home Occupation Permit, requested by Jason and Kari Lund, to operate Plaid Anvil Consulting, LLC at 14948 Madison Street NE, subject to the following conditions: complying with criteria outlined in Article 9-350.1 of the City Code, all activities being carried on indoors, no customer meetings at the residence and meeting all City, State and County requirements. All 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 Announcements and future agenda items

Mayor Van Kirk stated the City of Ham Lake will be offering 400 free pulled pork sandwiches at the upcoming Freedom Fest on July 3, 2021 and the Ham Lake Chamber of Commerce will offering an additional 600 free sandwiches starting at 4:00 p.m.

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 6:55 p.m. All in favor, motion carried.

Jennifer Bohr, Building and Zoning Clerk