

**CITY OF HAM LAKE  
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
MONDAY, SEPTEMBER 20, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, September 20, 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 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; 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** – None

**3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**

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

Lt. Schuldt was present before the City Council and gave the Sheriff's Office report from August, 2021. Lt. Schuldt stated that the Sheriff's Department Open House will be held on Wednesday, September 29, 2021 from 4:00 p.m. to 7:00 p.m. Councilmember Wilken stated that a Deputy stopped by and played basketball with his kid. Councilmember Wilken stated it was nice to see the outreach.

**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 September 7, 2021

4.2 Approval of claims in the amount of \$247,061.93

4.3 Approval of Resolution No. 21- 32 ordering the preparation of the assessment roll and scheduling a Public Hearing for Street Light Assessments for 2021/ 2022

4.4 Approval of Resolution No. 21-33 rescinding Resolution No. 20-34 and adoption of Resolution No. 21-34 accepting the assessment roll and scheduling a Public Hearing for the improvement of 155<sup>th</sup> Avenue NE from Naples Street NE to Lexington Avenue NE

4.5 Approval of accepting the Local Partnership Program Grant Funding for construction of the streets within the Crosstown Business Park

4.6 Approval of ordering the Plan and Specifications for the proposed Crosstown Business Park on the east side of Highway 65 NE and South of Crosstown Boulevard NE from Chisholm Street NE/Baltimore Street NE from Crosstown Boulevard NE to 171<sup>st</sup> Avenue NE

4.7 Approval of a 3% increase for RFC Engineering, Inc, effective January 1, 2022

4.8 Approval of a 50% reduction for the Performance Security for Coon Creek Commercial Park

4.9 Approval of hiring Architects for the construction of Fire Station 3

**Motion by Kirkham, seconded by Doyle, to approve the September 20, 2021 Consent Agenda as written. All in favor, motion carried.**

## **5.0 PLANNING COMMISSION RECOMMENDATIONS**

5.1 Kevin Evans requesting a Home Occupation Permit to operate 14er Firearms at 16911 Leyte Street NE

**Motion by Wilken, seconded by Doyle, to concur with the Planning Commission and approve a Home Occupation Permit, as requested by Keith Evans, to operate 14er Firearms at 16911 Leyte Street NE, subject to meeting the guidelines for Home Occupation Permits per Article 9-350, no discharging of firearms on-site, obtaining an updated Federal Firearms License and providing a copy of the license to the City within 30 days of receipt and meeting all City, State and County requirements. All in favor, motion carried.**

5.2 Jeff LaBonne, La Machine Shop, Inc., requesting Commercial Site Plan Approval to construct an addition at 15740 Lincoln Street NE (L2, B1, Ham Lake Industrial Park)

**Motion by Kirkham, seconded by Wilken, to concur with the Planning Commission and approve the Commercial Site Plan to construct a 689 square foot addition to the building at 15740 Lincoln Street NE (Lot 2, Block 1, Ham Lake Industrial Park) as presented by Jeff LaBonne, subject to providing proof that a private access easement with the neighboring property at 15760 Lincoln Street NE has been recorded with Anoka County, meeting the requirements of the City Building Official, and meeting all City, State and County requirements. All in favor, motion carried.**

5.3 Jeff Stalberger, HFN Properties, LLC, requesting Final Plat approval for Hidden Forest East Third Addition (38 Single Family Residential lots) in Section 25 and adoption of a Rezoning Ordinance No. 21-09

**Motion by Doyle, seconded by Kirkham, to concur with the Planning Commission and approve the Final Plat of Hidden Forest East Third Addition, 35 Single Family Residential lots, in Section 25 as presented by HFN Properties, LLC, meeting the requirements of the City Engineer, meeting all City, State and County requirements and adopting Ordinance No. 21-09 rezoning the property to Single Family Residential. All in favor, motion carried.**

5.4 Jeff Stalberger, HFN Properties, LLC, requesting Final Plat approval for Hidden Forest East Park Addition (2 Single Family Residential lots) in Section 25 and adoption of a Rezoning Ordinance No. 21-10

**Motion by Kirkham, seconded by Doyle, to concur with the Planning Commission and approve the Final Plat of Hidden Forest East Park Addition, 2 Single Family Residential lots and a park, in Section 25 as presented by HFN Properties, LLC, filing a license agreement for Lot 2, meeting the requirements of the City Engineer, meeting all City, State and County requirements and adopting Ordinance No. 21-10 rezoning the property to Single Family Residential. All in favor, motion carried.**

5.5 Jeff Stalberger, Crosstown Development LLC, requesting Final Plat approval for Crosstown Rolling Acres Third Addition (49 Single Family Residential Lots) in Section 6 and adoption of a Rezoning Ordinance No. 21-11

**Motion by Kirkham, seconded by Doyle, to concur with the Planning Commission and approve the Final Plat of Crosstown Rolling Acres Third Addition, 49 Single Family Residential lots in Section 6, as presented by Crosstown Development, LLC, meeting the requirements of the City Engineer, meeting all City, State and County requirements and adopting Ordinance No. 21-11 rezoning the property to Single Family Residential. All in favor, motion carried.**

5.6 Roger and Sue Haugen, S & R Developers LLC, requesting Final Plat approval for Enchanted Estates Third Addition (8 Single Family Residential lots) in Section 14

**Motion by Kirkham, seconded by Doyle, to concur with the Planning Commission and approve the Final Plat of Enchanted Estates Third Addition, 8 Single Family Residential lots in Section 14, as presented by S & R Developers, LLC, subject to 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 - None**

7.0 **APPEARANCES – None**

8.0 **CITY ATTORNEY – None**

9.0 **CITY ENGINEER – None**

#### **10.0 CITY ADMINISTRATOR**

Administrator Webster stated that City has received notification from Northern Lighter Pyrotechnics stating they are unable to put on a firework's display on Saturday, July 2, 2022; but they would be available on Saturday, July 9, 2022. **It was the consensus of the City Council to have the fireworks display on Saturday, July 2, 2022 in conjunction with the Ham Lake Chamber Freedom Festival and find another source to provide fireworks.**

#### **11.0 COUNCIL BUSINESS**

11.1 Committee Reports - None

11.2 Discussion of funding options for Law Enforcement

Councilmember Kirkeide stated that he asked that this discussion be added to the agenda. Councilmember Kirkeide would like to explore options of how the Anoka County Sheriff's Department is funded and suggested that the Sheriff's Department assess property owners rather than the City having the Sheriff's Department being a line item on the City's budget. Councilmember Kirkeide asked if members of the City Council would be in support of this and he would like staff to look into the logistics of implementation of this. Lt. Schuldt was in the audience and stated he would talk to Sheriff Stuart about this. Councilmember Kirkeide asked the Mayor and Councilmembers to think about this alternative way of funding the Sheriff's Department and that staff research whether this can be done and what the process would be.

11.3 Announcements and future agenda items

Councilmember Kirkeide stated that he, Councilmember Doyle, Public Works Superintendent Witkowski and Engineer Krugler met with Gary Osendorf at 13450 Staples Street NE on Monday, September 13, 2021. Mr. Osendorf has not been satisfied with the way the end of his driveway was constructed when Staples

Street NE was reconstructed. Mr. Osendorf doesn't feel he has room to back-up his trailer with the way the end of the driveway is angled. It was determined that the cul-de-sac will be posted no-parking and Mr. Osendorf's mailbox will be moved, and this should solve the problem. Councilmember Kirkeide stated they will revisit the property in 30 days.

Councilmember Kirkham gave an update on the well located in Harmony Estates. Councilmember Kirkham stated that the owners do not want to gift the easement to access the well, but would trade parkland for the lot the well is on. Engineer Collins stated that the overall plan was approved in 2006-2007, but can be changed.

Councilmember Kirkeide asked how the architect for Fire Station 3 was chosen. Administrator Webster stated that a building committee should be formed that would include, the Fire Chief, Building Official, and two councilmembers. Councilmember Kirkeide stated that he wants to make it known that they will not be accepting any change orders for the Fire Station 3 construction. Councilmember Kirkham asked why the entrance is not located on 149<sup>th</sup> Avenue NE. Engineer Collins stated that the plan shows using the existing driveway that accesses the tower located on the property; but the driveway location could be moved to 149<sup>th</sup> Avenue NE. Discussion followed regarding using solar panels.

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

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Dawnette Shimek, Deputy City Clerk