

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, OCTOBER 18, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, October 18, 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 and Jim Doyle, Gary Kirkeide, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Dave Krugler; City Administrator, Denise Webster; Finance Director, Andrea Worcester; 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

Mayor Van Kirk invited the cub scouts and leaders to the podium to introduce themselves. Cub Master and Den Leader Sean stated they were from Pack 508 and meet out of McKinley School and the scouts are here to work on their “To Build a Better World Badge”. The Scouts introduced themselves: Andrew a 5th grader who enjoys video games; Brett who enjoys video games and swimming; Ryley who enjoys sports; Preston who enjoys hunting and fishing; and Cole who likes games and downhill skiing. The City Council thanked the scouts.

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 September, 2021. Lt. Schuldt introduced Lt. John Wilson who will be taking over as Lieutenant for the City of Ham Lake and Lt. Derek Peters will be the new Lieutenant for the City of East Bethel. The City Council welcomed the Lieutenants and thanked Lt. Schuldt for his service.

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 October 4, 2021

4.2 Approval of claims in the amount of \$1,403,869.02

4.3 Approval of the 2022 Residential Recycling Agreement with Anoka County

- 4.4 Approval of a Temporary One-Day Liquor License for the Dylan Witschen Foundation (non-profit) at the Willow Tree Winery, 828 Constance Boulevard NE on October 30, 2021
- 4.5 Approval of Resolution No. 21-38 adopting the 2040 Comprehensive Plan
- 4.6 Approval of accepting the construction project of Aberdeen Street NE from 144th Avenue NE to 145th Avenue NE and commencing the one-year warranty period
- 4.7 Approval of the release of security maintenance for Gallagher Shores

Motion by Kirkham, seconded by Wilken, to approve the October 18, 2021 Consent Agenda as written. All in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 John Anderson, JDA Design Architects Inc., on behalf of Richland Refrigerated Solutions, LLC, requesting an amendment to the Conditional Use Permit to expand the graveled truck parking area at 1305 159th Avenue NE

Motion by Wilken, seconded by Kirkham, to concur with the Planning Commission and approve the amendment to the Conditional Use Permit issued to Richland Refrigerated Solutions, LLC to expand the graveled truck parking area at 1305 159th Avenue NE with Class 5 material for parking up to 48 semi-trucks and trailers as noted on the site plan, adjusting lights facing residential property downward, constructing a fence at least eight feet high of a material acceptable to the Building Official along property lines bordering residentially zoned parcels, completing all conditions of the amended Conditional Use Permit within 90 days of City Council approval and meeting all City, State and County requirements. All in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY

Mayor Van Kirk asked how the new Holiday Stationstore is progressing. Councilmember Kirkham stated that they plan to open in March or April, 2022. Engineer Krugler stated that there are still working on some items related to the road project south of Crosstown Boulevard NE and they plan to break ground in the spring of 2022.

7.0 APPEARANCES

- 7.1 Finance Director Andrea Worcester, 3rd Quarter Report

Finance Director Worcester gave the financial report for the 3rd Quarter of 2021. Finance Director Worcester reported over all cash for the City was down \$623,000 from December 31, 2020 and highlighted some of the significant changes in cash by fund. Finance Director Worcester also reported investments are still not doing as well as hoped when the CD was purchased due to low CD rates. Finance Director Worcester then went over the positions of the General Fund. Cash in this fund is tracking like in previous years. The budget to actual for the General Fund is doing as expected overall. Revenues are coming in under budget as a whole, but will recoup once the 2nd half of tax settlement is received. Expenditures are coming in under budget and will be monitored to keep spending aligned with expectations. Transfers are coming in over budget due to a transfer of \$550,470 from the General Fund to the Revolving Street Fund, which was approved by the City Council in July.

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 Consideration of an Ordinance amending Article 9 of the Ham Lake City Code

Mayor Van Kirk stated that staff had some concerns regarding not requiring employee parking to be on paved surface. Councilmember Kirkeide stated that it has been a policy to always pave, except for where heavy equipment is stored. Councilmember Kirkham agreed that the “and employees” needs to be written into the amended Article 9-220.1 (a). Planning Commissioner Entsminger was in the audience and said the Planning Commission thought it wouldn’t matter since equipment is already allowed to be parked on unpaved surfaces.

Motion by Van Kirk, seconded by Kirkham, to amend the Ordinance presented regarding amendments to Article 9 of the Ham Lake City Code with the addition of adding “and employees” to Article 9-220.1 (a). All in favor, motion carried.

Motion by Van Kirk, seconded by Kirkham, to adopt Ordinance No. 21-12 amending Article 9 of the Ham Lake City Code. All in favor, motion carried.

11.3 Consideration of an Ordinance for the Summary Publications relating to amendments to Article 9 of the Ham Lake City Code

Attorney Murphy explained that the summary ordinance allows a shorter version of the adopted ordinance to be published. **Motion by Van Kirk, seconded by Kirkham, to adopt Ordinance No. 21-13 amending Article 9 of the Ham Lake City Code. All in favor, motion carried.**

11.4 Announcements and future agenda items

Mayor Van Kirk stated he wants to move forward and work with Councilmember Wilken on the CERT (Community Emergency Response Team) program.

Councilmember Kirkham stated that the reconstruction of the tennis and pickleball courts at Lions Park is finished and already being played on.

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 6:33 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk