

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, DECEMBER 6, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, December 6, 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: Acting Mayor Gary Kirkeide and Councilmembers Jim Doyle, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: Mayor Mike Van Kirk

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; City Administrator, Denise Webster; and Finance Director, Andrea Murff

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

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

2.0 PUBLIC COMMENT

Roxann Henderson, 532 – 154th Avenue NE, stated that she has been a resident of Ham Lake for 30 years. Ms. Henderson stated that she lives in Oak Hill Estates and is the neighborhood watch group coordinator. Ms. Henderson stated that she was before the City Council to inquire if there is a possibility of forming a Neighborhood Watch Group Association, which would include other neighborhood watch groups. Ms. Henderson stated that she has been in contact with Laura Landes at the Anoka County Sheriff's Office and Ms. Landes indicated to her that there were over 100 neighborhood watch groups throughout Anoka County, but she legally can't give out the contact information to those groups. Ms. Henderson requested that an article be placed in the *Ham Laker* and website to contact the groups within Ham Lake to see if they would be interested in forming a Neighborhood Watch Group Association. There was discussion of the implementation of CERT (Community Emergency Response Team) that the City is the process of developing and how forming the two groups might be beneficial to the City when emergency arise. **It was the consensus of the City Council to have staff place an article in the *Ham Laker* requesting if any neighborhood watch groups would be willing to be added to a data base (which would be public information) for the possibility of forming of a Neighborhood Watch Group Association within Ham Lake.**

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 6:01 P.M. – Public Hearing – To consider the adoption of Resolution No. 21-41 for the 2022 Budget, Levy and Five-Year Capital Improvement Plan

Finance Director Murff stated the 2022 budget presents a levy increase of 7.33% and this may seem high alone, but the City has had enough of an increase in Tax Capacity values that the Tax Capacity Rate will actually decrease by 0.50% and the City will have the lowest Tax Capacity Rate in Anoka County. Finance Director Murff stated that if property values remained stagnant that the City portion of the property taxes would decrease, however, most people will see an increase when comparing to the 2021 property tax

statement since property values continue to rise. As for the rest of the property tax statement, it was discussed the rates for all taxing authorities remained relatively the same from 2021 to 2022. Finance Director Murff discussed what was driving the budget for the General Fund. For revenues, the Permits and Licensing items and the Charges for Services items had their revenue increased significantly to be more aligned with actual. Investment and Interest Income were cut 90% since rates have not rebounded and early predictions did not see anything happening in the near future. In expenditures, there was discussion of the increasing expenditures for the new Police contract, the new Full-Time Building Inspector wages and benefits, doing repairs and maintenance on the Public Works Building and Fire Stations, and the new Information Technology contract with Metro-INet. Finance Director Murff proceeded to go over the Capital Improvement Plan with the most significant project for the year being the new construction of Fire Station 3 and equipping it.

Acting Mayor Kirkeide opened the public hearing at 6:28 p.m. and asked for public comment and with there being none closed the public hearing.

Motion by Kirkham, seconded by Doyle, to approve Resolution No. 21-41 adopting the 2022 Budget, Levy and Five-Year Capital Improvement Plan. All present in favor, motion carried.

3.2 6:02 P.M. – Public Hearing - To consider the vacation of a portion of drainage and utility easement in Section 13 and adoption of Resolution No. 21-42

Engineer Collins gave an overview of the drainage and utility easement that is proposed to be vacated. Engineer Collins stated that there is no public purpose for the drainage and utility easement.

Acting Mayor Kirkeide opened the public hearing at 6:30 p.m. and asked for public comment. and with there being none closed the public hearing.

Diane Olson, 15729 Lexington Avenue NE, questioned what the property was going to be used for. Engineer Collins stated that the property would revert back to the property owner as there is not public purpose for it.

Acting Mayor Kirkeide closed the public hearing at 6:33 p.m.

Motion by Kirkham, seconded by Wilken, approve Resolution No. 21-42 to vacate a portion of the drainage and utility easement in Section 13. All present 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 November 15, 2021
- 4.2 Approval of claims in the amount of \$276,676.93
- 4.3 Approval of hiring part-time snow plow drivers
- 4.4 Approval of a Transfer from the Gambling Fund to the *Ham Laker* Fund
- 4.5 Approval of the release of security maintenance for Crosstown Rolling Acres Second Addition

- 4.6 Approval of Resolution No. 21-43 accepting the Redistribution of Unrequested Coronavirus Local Fiscal Recovery Fund established under the America Rescue Plan Act (ARPA)
- 4.7 Approval of the Outdoor Lighting and Maintenance Agreement for street lights in Crosstown Rolling Acres Third Addition
- 4.8 Approval of reimbursement to Anoka County for the cost associated with constructing the Constance Boulevard NE east bound right-turn lane at Tippecanoe Street NE and releasing the developers Letter of Credit
- 4.9 Approval of accepting Hidden Forest East Second Addition project and commencing the one-year warranty period
- 4.10 Approval of the Parkland Dedication fees for Hidden Forest East
- 4.11 Approval of the following 2022 Business Licenses:
 - Tobacco – Bidhipur Beverage, Inc. dba Ham Lake Liquors; Holiday Stationstores #223; Grape Expectations, Inc. dba Tournament Liquor; Northern Tier Retail, LLC dba Speedway #4537; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; Rama Corporation dba Network Liquor and Wine Corp.; Celine Stop Ham Lake Inc. dba Little Wonder; E-Cig Clubhouse; Zen Inc. dba Ham Lake BP; Casey’s Retail Store #3753; Broadview Operations, LLC, dba 1 Stop Liquor; Broadview Operations, LLC dba 1 Stop Market; A & H, LLC dba Ham Lake Tobacco; Central Tobacco Inc. dba Central Tobacco; and DG Retail, LLC dba Dollar General #21464
 - Cabaret – Maxx Bar & Grill, Eagl Beverage Holdings, LLC (Majestic Oaks Golf Club), Dan Dahlin Inc., (Ham Lake Lanes)
 - Vending Machine – Mendota Valley Amusement, Inc. (for Maxx Bar & Grill), Midwest Coin Concepts (Ham Lake Lanes)
 - Recycling/Refuse – Ham Lake Haulers

Motion by Doyle, seconded by Wilken, to approve the December 6, 2021 Consent Agenda as written. All present in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

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 Discussion of cost and updates to the Sunrise River Watershed Management Organization (SRWMO) Joint Powers Agreement (JPA)

Acting Mayor Kirkeide stated that the Joint Powers Agreement (JPA) with the Sunrise River Watershed Management Organization (SRWMO) was being updated and if the City wanted to change anything with the JPA, this was the time. Councilmember Doyle reminded Council that the City only has 3.8% of land located in the SRWMO. The City Council asked Engineer Collins what would happen if they were to leave the SRWMO since the City has such a small portion of land and there is not a lot of impact on the City as a whole. Engineer Collins stated that we could request to be added into the Coon Creek Watershed District (CCWD) or it would have to be taken over by Anoka County. There was discussion that all members of the watershed need to agree upon changes to the JPA or it will not be adopted. City Administrator Webster

added SRWMO is also asking each member City to pay up to \$2,000 in attorney fees and staff time to have the new JPA reviewed and this does not include the cost to have the City Attorney review it for the city's best interest. **It was the consensus of the City Council to only pay the 3.8% of any total expenditures going forward since that is the portion of land in the SRWMO.**

11.3 Announcements and future agenda items

Councilmember Wilken stated that the Santa's neighborhood visits collected an amazing amount of food and cash and wanted to thank all the residents.

Acting Mayor Kirkeide stated that he saw a fish house on the east side of Ham Lake and reminded people that the ice is not safe yet.

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 6:45 p.m. All present in favor, motion carried.

Andrea Murff, Finance Director