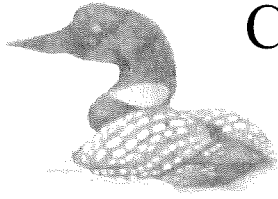


CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
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CITY OF HAM LAKE CHARTER COMMISSION MEETING WEDNESDAY, MARCH 24, 2021

- 1.0 CALL TO ORDER – 6:00 p.m. – Pledge of Allegiance
- 2.0 OATH OF OFFICE:
Commissioner Michael J. Kopp - Term Expiring: 2/04/2024 (absent at June 10, 2020 Charter Commission Meeting)
Commissioner Brenda Reiner – Term Expiring 9/20/2024
- 3.0 ELECTION OF CHAIR AND VICE CHAIR
- 4.0 APPROVAL OF AGENDA
- 5.0 APPROVAL OF MINUTES – June 10, 2020
- 6.0 APPEARANCES – None
- 7.0 COMMISSION BUSINESS - None
- 8.0 ANNOUNCEMENTS AND FUTURE AGENDA ITEMS
- 9.0 ADJOURN



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CITY OF HAM LAKE CHARTER COMMISSION MEETING JUNE 10, 2020

The Ham Lake Charter Commission met on Wednesday, June 10, 2020 at 6:00 p.m. at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Chair Al Stauffacher, Commissioners Gary Kirkeide, Dwight McCullough, Bill Vokovan and William Vossberg

MEMBERS ABSENT: Commissioners Michael Kopp and Brenda Reiner

OTHERS PRESENT: Deputy City Clerk, Dawnette Shimek

1.0 CALL TO ORDER – 6:00 p.m. – Pledge of Allegiance

Chair Stauffacher called the meeting to order and the Pledge of Allegiance was recited.

2.0 OATH OF OFFICE

Deputy City Clerk administered the Oath of Office to Commissioner William Vossberg with a term expiring on February 4, 2024 and Commissioner Allen Stauffacher with a term expiring on February 4, 2024.

3.0 ELECTION OF CHAIR AND VICE CHAIR

Motion by Kirkeide, seconded by Vokovan, to nominate and elect Allen Stauffacher as Chair of the Charter Commission. All present in favor, motion carried.

Motion by Vokovan, seconded by Stauffacher, to nominate and elect Dwight McCullough as Vice-Chair of the Charter Commission. All present in favor, motion carried.

4.0 APPROVAL OF AGENDA

Motion by Stauffacher, seconded by Vossberg, to approve the June 10, 2020 agenda as written. All present in favor, motion carried.

5.0 APPROVAL OF MINUTES – March 27, 2019

Motion by Vossberg, seconded by Vokovan, to approve the minutes of the March 27, 2019 Charter Commission meeting as written. All present in favor, motion carried.

6.0 APPEARANCES – None

7.0 COMMISSION BUSINESS

Commissioner McCullough stated that he talked with Mayor Van Kirk regarding creating a home guard citizen safety force that would become part of the City's emergency management plan. This would allow people to protect their own property, themselves and their neighborhood. This force would have to work with the Anoka County Sheriff's Department and Mayor Van Kirk stated that he talked with Sheriff Stuart and he was enthused. Members of the home guard force would be required to have

background checks, training, etc. This group would assist in emergencies where police protection could not be present to assist, such as tornados, railroad derailment, plane crashes, or incidents blocking highway passage. Discussion followed regarding the City's Charter having an emergency ordinance. Commissioner Kirkeide stated when emergency orders are given by governor; the governor's orders supersede the City level of government.

Chair Stauffacher stated that he reviewed the City's current Charter and is concerned that in Chapter Two, Section 2.05 Vacancies and Leaves of Absence which reads as follows:

E. Declaration of Vacancy

The City Council may (but is not required to) by majority vote of a quorum, declare a vacancy among its number if a member (other than a member on a Leave of Absence) shall fail to attend nine or more of the twenty four regularly scheduled meetings of the City Council within any given twelve month period. A member so removed shall be entitled to appeal the decision of the City Council directly to the District Court for the judicial district having jurisdiction, provided that the appeal is filed within ten calendar days of the date of removal. In such case, the removed member shall be entitled to retain the seat pending a decision by the District Court as to the legality of the removal.

Chair Stauffacher stated that missing 9 of 24 meetings is requiring only 63% of meeting attendance and he would like to see that changed to allow missing a lesser number of meetings within a twelve month period before a member is removed. **Discussion followed and it was the consensus of the Charter Commission to place discussion of Chapter Two, Section 2.05 Vacancies and Leaves of Absence, E. Declaration of Vacancy on a future City Council agenda for discussion.**

8.0 ANNOUNCEMENTS AND FUTURE AGENDA ITEMS - None

9.0 ADJOURN

Motion by Vokovan, seconded by Vossberg, to adjourn the meeting at 6:20 p.m. All present in favor, motion carried.

Dawnette Shimek
Deputy City Clerk

7.0 ECONOMIC DEVELOPMENT AUTHORITY - None

8.0 APPEARANCES - None

9.0 CITY ATTORNEY - None

10.0 CITY ENGINEER – None

11.0 CITY ADMINISTRATOR - None

12.0 COUNCIL BUSINESS

12.1 Committee Reports – None

12.2 Consideration of adopting an Ordinance regarding Article 11-270 – Inground Swimming Pools – fencing

Attorney Murphy stated that he has been working with Building Official, Mark Jones, in preparing the ordinance regarding the fencing of inground swimming pools. Attorney Murphy stated that staff has noted that above-ground pools are not addressed in the City Code and are not addressed by building codes. **It was the consensus of the City Council to direct Attorney Murphy to draft an ordinance addressing barriers for above ground swimming pools and request that this be placed on a future agenda.**

Motion by Kirkeide, seconded by Johnson, to adopt Ordinance No. 20-11 amending City Code Article 11-270 regarding the fencing of Inground Swimming Pools. All present in favor, motion carried.

12.3 Consideration of a Resolution approving the proposed preliminary 2021 budget and the proposed 2020 levy for payable 2021

Motion by Van Kirk, seconded by Johnson, to adopt Resolution No. 20-26 approving the proposed preliminary 2021 budget and the proposed 2020 levy for payable 2021. All present in favor, motion carried.

12.4 Consideration of adopting a Resolution for the CARES Act Grant Funding expenditures for the City of Ham Lake

Administrator Webster stated that the application for the CARES Act Grant Funding closed at 5:00 p.m. today and approximately 72 applications have been received. The City Council agreed that they would want to give as much funding as possible to the local businesses affected by the COVID-19 pandemic and pay for City expenditures with the City's budget reserves. **Motion by Van Kirk, seconded by Johnson, to adopt Resolution No. 20-27 for the CARES Act Grant Funding Expenditures for the City of Ham Lake. All present in favor, motion carried.**

12.5 Discussion of Charter Commission Recommendation

At their June 10, 2020 Charter Commission meeting, the Charter Commission requested that Chapter Two, Section 2.05 Vacancies and Leaves of Absence, E. Declaration of Vacancy on a future City Council agenda for discussion regarding allowing missing a lesser number of meetings within a twelve month

period before a member is removed. **It was the consensus of the City Council to not amend the City Charter.**

12.6 Announcements and future agenda items

Motion by Kirkeide, seconded by Johnson, to adjourn the meeting at 6:15 p.m. All present in favor, motion carried.



Dawnette Shimek, Deputy City Clerk

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<u>Charter Commission Members</u>	<u>Term Expiring</u>
Commissioner William Vossberg 3862 162 nd Avenue NE Ham Lake, MN 55304 612-245-0267 Vossbilly555@yahoo.com	2/04/2024
Commissioner Michael J. Kopp 2418 148 th Lane NE Ham Lake, MN 55304 763-473-3405 mkopp74@gmail.com	2/04/2024
Commissioner Brenda Reiner 2546 149 th Avenue NE Ham Lake, MN 55304 763-434-0069 queenwannab@comcast.net	9/20/2024
Commissioner Dwight McCullough 554 134 th Lane NE Ham Lake, MN 55304 763-754-7111 or Cell 763-464-8363 Dwight@bmcautos.com	4/30/2022
Commissioner Gary Kirkeide 2152 158 th Lane NE Ham Lake, MN 55304 763- 434-9762 gkirkeide@gmail.com	2/19/2022
Commissioner Bill Vokovan 14951 Leyte Street NE Ham Lake, MN 55304 763-434-2668 or Cell 612-210-6996 ablastinc@yahoo.com	4/30/2022
Commissioner Allen Stauffacher 3326 149 th Avenue NE Ham Lake, MN 55304 763- 413-7375 Stauffacher@comcast.net	2/04/2024

Charter Commissioners have 4-year terms