

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
TUESDAY, JANUARY 3, 2023**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Tuesday, January 3, 2023 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 Brian Kirkham and Councilmembers Jim Doyle and Jesse Wilken

MEMBERS ABSENT: Councilmembers Al Parranto and Gary Kirkeide

OTHERS PRESENT: City Attorney, Mark Berglund and Deputy City Clerk, Dawnette Shimek

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

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

OATH OF OFFICE

Deputy City Clerk Shimek administered the Oath of Office to Mayor Brian Kirkham and Councilmember Jim Doyle

2.0 PUBLIC COMMENT

David Ross, 13450 Quincy Street NE, stated that he was before the City Council to share his perspective and to recap recent newspaper articles regarding development in other communities and thanked the Mayor and Council for the foresight and wisdom for protecting the minimum lot size of one-acre which sets the City of Ham Lake as a unique community, apart from other communities.

Chad Bakkene, 18046 Concord Drive NE, asked if there were any updates regarding his Special Home Occupation Permit and if the language in the permit could be amended. Mayor Kirkham stated that the Planning Commission is holding a public hearing on Monday, January 9, 2023 to consider amendments to Article 9 of the Ham Lake City Code. The City Council will then meet on January 10, 2023 at 8:00 a.m. to consider the First Reading of an Ordinance amending Article 9; and on January 20, 2023 at 8:00 a.m. to adopt the Ordinance. The Ordinance will then go into effect 30 days from adoption, which is on February 19, 2023.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS – None

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 December 19, 2022

4.2 Approval of claims in the amount of \$522,619.68

- 4.3 Approval of designation of appointment of representative and alternate to the Solid Waste Abatement Advisory Team (Jennifer Bohr and alternate Nicole Wheeler)
- 4.4 Approval of designation of official newspaper
- 4.5 Approval of appointing Steve Schahn as District Chief 3 for Fire Station #1
- 4.6 Approval of designation of official depositories: 21st Century Bank, Falcon National Bank, RBC Capital Markets, PMA Financial Network/PMA Securities, Inc., Mortenson Capital Markets, LLC, and UBS Financial Services, Inc.
- 4.7 Approval of scheduling a Special City Council meeting for Tuesday, January 10, 2023 at 8:00 a.m. to consider the First Reading of an Ordinance amending Article 9 of the Ham Lake City Code
- 4.8 Approval of scheduling a Special City Council meeting for Friday, January 20, 2023 at 8:00 a.m. to consider the adoption of an Ordinance amending Article 9 of the Ham Lake City Code

Mayor Kirkham congratulated Steve Schahn for his appointment as District Chief 3 for Fire Station #1. **Motion by Doyle, seconded by Wilken, to approve the January 3, 2023 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 Fire Station #3

Mayor Kirkham asked Chief Raczkowski to be present at the meeting to discuss future construction of Fire Station #3. Mayor Kirkham stated that he and Councilmember Parranto recently met with Chief Raczkowski regarding taking the next steps to move forward on the bidding process of Fire Station #3. Mayor Kirkham stated that he and Councilmember Parranto are in favor of moving forward with the bidding process. Mayor Kirkham stated that he spoke with Councilmember Kirkeide and he is also in favor of moving forward with the bidding process. Discussion followed regarding the funding of the construction and that bonding would not be necessary. Councilmember Doyle stated that with all of the new development on the east side of the City and for the safety of Ham Lake residents that moving forward in planning for a new Fire Station is a must. Mayor Kirkham stated that a Fire Department Building Committee should be formed to include Fire Chief Raczkowski, Mayor Kirkham, Councilmember Kirkeide and Building Official, Mark Jones to assist with the bidding and building process. **Motion by Doyle, seconded by Wilken, to move forward with the bidding process for the construction of Fire Station #3. All present in favor, motion carried.**

11.3 Consideration of appointment of Acting Mayor, Committee liaisons and liaisons with other organizations: Acting Mayor, EDA President (1), EDA Vice President (1) Personnel (2), Economic Development, Met Council & Metropolitan Council reform effort Committee (2), Law Enforcement (2), Fire Department Liaisons (2), North Central Suburban Cable Communications Commission (and alternate), Ham Lake Chamber of Commerce (2), Road Committee (2), Ham Laker Task Force (2), Audit (2), Building/Energy Committee (2), Park Committee (2), Fire Relief Association Board

of Trustees (3), Code Review Committee (2) (and alternate), Building Department Committee (2), Public Works Committee (2), CERT Committee, and Equipment Committee (2)

Motion by Wilken, seconded by Doyle, to approve the following appointment for 2023:

- **Acting Mayor (1): Councilmember Wilken**
- **EDA President (1): Mayor Kirkham**
- **EDA Vice President (1): Councilmember Wilken**
- **Personnel (2): Mayor Kirkham & Councilmember Doyle**
- **Economic Development (2): Mayor Kirkham & Councilmember Parranto**
- **Met Council & Metropolitan Council reform effort Committee (2): Mayor Kirkham & Councilmember Kirkeide**

- **Law Enforcement (2): Mayor Kirkham and Councilmember Wilken**
- **Fire Department Liaisons (2): Mayor Kirkham & Councilmember Parranto**
- **North Metro Telecommunications Commission (1): Councilmember Wilken
(alternate: Councilmember Parranto)**
- **Chamber of Commerce (2): Mayor Kirkham & City Administrator Webster**
- **Road Committee (2): Councilmembers Kirkeide & Doyle**
- ***Ham Laker* Task Force (2): Councilmembers Parranto & Wilken**
- **Audit (2): Mayor Kirkham & Councilmember Doyle**
- **Building/Energy Committee (2): Mayor Kirkham & Councilmember Kirkeide**
- **Park Committee (2): Mayor Kirkham & Councilmember Parranto**
- **Fire Relief Association Board of Trustees (3): Mayor Kirkham, Fire Chief Raczkowski & Finance Director Andrea Murff**
- **Code Review Committee (2): Councilmembers Kirkeide & Wilken
(alternate: Mayor Kirkham)**
- **Building Department Committee (2): Councilmembers Kirkeide & Parranto**
- **Public Works Committee (2): Councilmembers Kirkeide & Doyle**
- **CERT Committee: Councilmembers Wilken, Parranto, Fire Chief Raczkowski, & Liaison from the Sheriff's Department**
- **Equipment Committee (2): Mayor Brian Kirkham and Councilmember Gary Kirkeide**

All present in favor, motion carried

11.4 Announcements and future agenda items - None

Motion by Wilken, seconded by Doyle, to adjourn the meeting at 6:19 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk