

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA
TUESDAY, JANUARY 19, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Tuesday, January 19, 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 Mike Van Kirk and Councilmembers Gary Kirkeide and Jesse Wilken

MEMBERS ABSENT: Councilmembers Jim Doyle and Brian Kirkham

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; 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.

OATH OF OFFICE

Mayor Van Kirk administered the Oath of Office to Kyle Bode. The five bugles that signify the rank of Fire Chief were pinned on Chief Body by his mentor, St. Paul Fire Chief Butch Inks and his wife Kara Bode.

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

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

Lt. Schuldt gave the summary of the Sheriff's Report for the month of December 2020.

3.2 Tom Johnson – Adoption and presentation of Resolution No. 21-01 for years of service as Councilmember and Planning Commissioner

Mayor Van Kirk presented Tom Johnson with Resolution No. 21-01 for his years of service as Councilmember and Planning Commissioner. Mayor Van Kirk and Councilmembers Kirkeide and Wilken thanked Mr. Johnson for his service to the City. **Motion by Van Kirk, seconded by Kirkeide, to approved Resolution No. 21-01 thanking Tom Johnson for his years of service as Councilmember and Planning Commissioner. 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 January 4, 2021

4.2 Approval of claims in the amount of \$362,531.53

- 4.3 Approval of an Exempt Permit for Brooklyn Park Fire Foundation Inc. to hold a raffle on July 9, 2021 at Majestic Oaks Golf Club, 701 Bunker Lake Boulevard NE
- 4.4 Approval of the 2022 Budget for the Upper Rum River Watershed Management Organization
- 4.5 Approval of the Agreement with Northern Lighter Pyrotechnics for fireworks display on Saturday, July 3, 2021 at Lion's Park (1220 157th Avenue NE)
- 4.6 Approval of scheduling the Recycling Days for Saturday, May 1st and Saturday, September 11th, 2021
- 4.7 Approval of Resolution No. 21-02 to appoint signers and authorized traders for bank and investment accounts
- 4.8 Approval of the Ham Lake Haulers/Street Light Billing Agreement

Motion by Wilken, seconded by Kirkeide, to approve the 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

7.1 Finance Director Andrea Worcester – 4th Quarter Financial Report

Finance Director, Andrea Worcester, gave the 4th Quarter Financial Report stating this was unaudited and subject to change due to audit entries. Ms. Worcester reported on the Overall Cash Position by Fund Type, Cash Balances by Fund Compared to Prior Year, General Fund Cash Balances, and General Fund Budget and Actual. Ms. Worcester stated that the City's General Fund is doing well and cash is on track to end the year above 50% of the budgeted expenses for 2020.

8.0 CITY ATTORNEY – None

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Kirkeide stated that he visited the Sheriff's Department substation on the south end of City Hall to look at the construction being done and stated that it is a routine remodel.

11.2 Discussion of signage for Home Occupation Permits

The City Council discussed allowing signage under 6 square feet in size for residential homes where a small business is operated with a Home Occupation Permit. It was the consensus of the City Council to direct Attorney Murphy to prepare an ordinance amending City Code to allow signage under 6 feet in size for residential Home Occupation Permits.

11.3 Announcements and future agenda items

Mayor Van Kirk discussed the CERT (Community Emergency Response Team) program and stated the City will be working with FEMA for certification, Laura Landes and the neighborhood watch group along with training with the Sheriff's Department. Mayor Van Kirk stated he also wants to make a list of names of people who have equipment that might be needed in an emergency and have CERT trailers prepared for use in case of emergency.

Motion by Kirkeide, seconded by Wilken, to adjourn the meeting at 6:24 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk