



CITY OF HAM LAKE

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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, FEBRUARY 3, 2025

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, February 3, 2025 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 Al Parranto

In accordance with the requirements of Minn. Stat. Section 13D.02, Councilmember Mike Van Kirk appeared remotely via interactive technology from the following public location: Best Western Naples Inn, 2329 9th Street North, Naples, Florida, 34103.

MEMBERS ABSENT: Councilmember Andrew Hallberg

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; City Administrator, Denise Webster; and Finance Director, Andrea Murff

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

2.0 PUBLIC COMMENT – None

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 January 21, 2025

4.2 Approval of claims in the amount of \$133,227.09

4.3 Approval of Ordinance No. 25-03 for the Five-Year Extension to the current Comcast Cable Franchise Agreement

4.4 Approval of not waiving the monetary limits on municipal tort liability coverage

4.5 Approval of the re-appointment of Brian Pogalz and Dave Ringler as Planning Commissioners with the term of March 15, 2025 to March 15, 2028

4.6 Approval of purchasing a Front-End Loader for the Public Works Department

4.7 Approval of Snow Plow Truck change order for the Public Works Department

4.8 Approval of a Lot Line Adjustment between 445 157th Avenue NE and 505 157th Avenue NE in Section 18

4.9 Road Committee Recommendation:

- 1) Approval of directing Engineer Krugler to prepare the feasibility study for the Municipal State Aid (MSA) 143rd Avenue NE from Highway 65 NE to Lincoln Street NE

Councilmember Van Kirk requested that items 4.6 and 4.7 be removed from the Consent Agenda. **Motion by Kirkham, seconded by Van Kirk, to approve the Consent Agenda, with the omission of Items 4.6 and 4.7. Mayor Kirkham, and Councilmembers Doyle, Parranto and Van Kirk voted yes. Motion carried.**

Councilmember Van Kirk stated that he and Councilmember Doyle are the liaisons for the Public Works Department. Councilmember Van Kirk stated that he spent a day with Public Works Superintendent Witkowski to go over each piece of equipment in Public Works. Councilmember Van Kirk stated that Public Works Superintendent Witkowski is doing a great job and is planning for the future with purchasing and replacing of the equipment in Public Works. **Motion by Van Kirk, seconded by Doyle, to approve Items 4.6 and 4.7 of the Consent Agenda. Mayor Kirkham, and Councilmembers Doyle, Parranto and Van Kirk voted yes. Motion carried.**

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES

7.1 Finance Director Andrea Murff, 4th Quarter Financial Report

Finance Director Murff gave the financial report for the 4th Quarter of 2024. Finance Director Murff reported on the Overall Cash Position by Fund Type being down approximately \$1.04 million from December 31st, 2023. Finance Director Murff stated that this is due to General Fund operation expenditures, receiving reimbursement from Anoka County HRA for attorney, engineering, and Coon Creek Watershed District fees that were offset by other Crosstown Business Park development and the purchase of a pumper truck for Fire Station #3 and various street and park projects. Finance Director Murff stated that the overall General Fund had expenditures in excess of revenues due to the transfer of \$840,000 to the Fire Equipment Fund even having a better than budgeted revenue stream. Finance Director Murff stated that expenditures were overall favorable by coming in under budget for the quarter. Finance Director Murff spoke about the City's investments continuing to have high returns and that cash was being concentrated in Money Market funds opposed to Certificates of Deposits for cash flow purposes. The City Council thanked Finance Director Murff.

8.0 CITY ATTORNEY

Attorney Berglund gave an update on the President's executive order regarding the pause on the temporary restraining order for grant funds.

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports – None

11.2 Discussion and consideration of the First Reading of the Wetland Bank Ordinance (tabled at the December 2, 2024 City Council meeting)

Motion by Kirkham, seconded by Parranto, to table the consideration of the First Reading of the Wetland Bank Ordinance until further questions can be answered. Mayor Kirkham, and Councilmembers Doyle, Parranto and Van Kirk voted yes. Motion carried.

11.3 Announcements and future agenda items

Councilmember Van Kirk stated that it is amazing that the remote access to the Council meeting worked and thanked staff and North Metro TV for helping make this happen.

Motion by Parranto, seconded by Van Kirk, to adjourn the meeting at 6:17 p.m. Mayor Kirkham, and Councilmembers Doyle, Parranto and Van Kirk voted yes. Motion carried.



Andrea Murff, Finance Director