

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, FEBRUARY 6, 2023**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, February 6, 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 Gary Kirkeide, Jim Doyle, Al Parranto and Jesse Wilken

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; Public Works Superintendent, John Witkowski; City Administrator, Denise Webster; Finance Director, Andrea Murff; 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.

2.0 PUBLIC COMMENT - None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 6:01 P.M. – Public Hearing – to consider vacating the roadway easement over the north half of 173rd Avenue NE, Outlot A in Crosstown Rolling Acres Third Addition, to vacate the roadway easement over the south half of 173rd Avenue NE, the northerly 33 feet of 430 Crosstown Boulevard NE, 444 173rd Avenue NE and 450 173rd Avenue NE, to vacate a portion of the drainage and utility easement on Lot 1, Block 1 and Lot 1, Block 2, Crosstown Rolling Acres Second Addition, and vacate a portion of the right-of-way on Lot 1, Block 1 and Lot 1, Block 2, Crosstown Rolling Acres Second Addition and adoption of Resolution No. 23-04

Mayor Kirkham opened the public hearing for comment at 6:01 p.m. and with there being no comment, Mayor Kirkham closed the public hearing at 6:01 p.m.

Motion by Kirkham, seconded by Parranto, to adopt Resolution No. 23-04 approving the vacating of the roadway easement over the north half of 173rd Avenue NE, Outlot A in Crosstown Rolling Acres Third Addition, vacating the roadway easement over the south half of 173rd Avenue NE, the northerly 33 feet of 430 Crosstown Boulevard NE, 444 173rd Avenue NE and 450 173rd Avenue NE, vacating a portion of the drainage and utility easement on Lot 1, Block 1 and Lot 1, Block 2, Crosstown Rolling Acres Second Addition, and vacating a portion of the right-of-way on Lot 1, Block 1 and Lot 1, Block 2, Crosstown Rolling Acres Second Addition. All 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 17, 2023 and Special Meeting minutes of January 20, 2023
- 4.2 Approval of claims in the amount of \$312,644.84
- 4.3 Approval of the reappointment of Kyle Lejonvarn and Scott Heaton as Planning Commissioners with the term of March 15, 2023 to March 15, 2026
- 4.4 Approval of extending a conditional offer to a paid-on-call firefighter
- 4.5 Approval of Resolution No. 23-05 accepting the low bid for the 2023 Overlay Project
- 4.6 Approval of the contract with SafeAssure for safety training for 2023

Motion by Parranto, seconded by Wilken, to approve the February 6, 2023 consent agenda as written.

Mayor Kirkham stated that the bids for the overlay project came in \$200,000 less than the Engineers estimate and was happy about that. Councilmember Parranto thanked Planning Commissioners Lejonvarn and Heaton for their continued service on the Planning Commission. **All in favor motion carried.**

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Brett Slepica Construction, Inc., on behalf of Northland Mfg. Inc., requesting Commercial Site Plan Approval to construct an awning and canopies at 17808 Central Avenue NE

Motion by Kirkham, seconded by Wilken, to concur with the recommendation of the Planning Commission and approve the commercial site plan/building permit request by Brett Slepica Construction, Inc., on behalf of Northland Mfg. Inc., at 17808 Central Avenue NE, to construct canopies/awnings per the construction plans and information submitted and meeting all City, State and County requirements. All in favor, motion carried

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES

- 7.1 Andrea Murff, Finance Director, 4th Quarter Financial Report

Finance Director Murff gave the 2022 4th Quarter Financial Report stating this was unaudited and subject to change due to audit entries. Finance Director Murff 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. Finance Director Murff stated that the City Council could consider combining Parks and Public Works as one budgeting department. Finance Director Murff stated that the City's General Fund is cash is higher than past years to the receiving the ARPA (American Rescue Plan Act) Funds. Finance Director Murff stated that the City's budget is on track, even when removing the ARPA Grant proceeds and expenditures from the preliminary end balances.

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 Consideration of a Resolution opposing the Public Safety Levy through the Joint Law Enforcement Council (JLEC)

Mayor Kirkham stated that the Joint Law Enforcement Council (JLEC) was created several years ago and added a charge to all tax statements in Anoka County to work on public safety issues, such as implementing the 911 Emergency System through the entire county. Members of the JLEC who serve include Anoka County Chief Law Enforcement Officers, two county commissioners, an elected official from every city with a police department and two elected officials representing the eight Anoka County cities that contract with the Anoka County Sheriff's Office. This year the City of Ham Lake has been included and has a voice along with the City of Andover and other members of the JLEC. Currently the JLEC is proposing to purchase specialized fencing and barriers to be prepared for possible unrest. City's with police departments have agreed, but Mayor Kirkham does not feel this is in the best interest of the City's taxpayers. Councilmember Kirkeide asked if the City of Ham Lake could get out of the council at this time. Mayor Kirkham stated the City may be forced into it. Discussion followed with the City Council agreeing with the JLEC implementing the County-wide 911 emergency system. However, does not agree with its current proposal and if the City of Ham Lake would need specialized fencing and barriers, the City would purchase it on its own. **Motion by Kirkeide, seconded by Doyle, to adopt Resolution No. 23-06 opposing the continuance of the public safety levy through the Joint Law Enforcement Council (JLEC). All in favor, motion carried.**

11.3 Discussion of the Snow Plow Policy

The City Council discussed the City's Snow Plow Policy. Mayor Kirkham stated that City Staff has reviewed other city's policies and made some changes to the policy currently before the Council. Mayor Kirkham asked that a priority E. be added to Exhibit A - Plowing/Sanding Priorities regarding parks not being plowed until all other streets in the City are done. Public Works Superintendent Witkowski was present to answer questions. Councilmember Wilken questioned the use of sand and salt and what is classified as a high-volume intersection. Public Works Superintendent Witkowski stated that all intersections, curves and hills would be treated. Public Works Superintendent Witkowski stated that the City has eight plow trucks and seven full-time personnel to plow the 300 miles of streets in Ham Lake and it takes approximately 10-12 hours to completely plow the City. Part-time personnel clear the cul-de-sacs with smaller equipment, which takes a total of approximately 30 hours. Public Works Superintendent Witkowski stated that the City's Building Inspectors also fill in as needed. Councilmember Doyle asked if sight-lines on City Streets abutting County Roads are kept open and Public Works Superintendent Witkowski stated they are. Public Works Superintendent Witkowski stated that it costs approximately \$20,000.00 to plow the entire city for one snowfall. **Motion by Parranto, seconded by Doyle, to direct City Staff to amend the City's Snow Plow Policy as noted on the Clerks copy. All in favor, motion carried.**

11.4 Announcements and future agenda items

Mayor Kirkham stated that he has spoken with a resident concerned with the City's chicken ordinance being too restrictive. Councilmember Kirkeide stated the Code Committee can review the chicken ordinance the next time they meet.

Councilmember Kirkeide questioned why the awnings and canopies approved earlier in the meeting were brought before the Planning Commission and City Council. Councilmember Kirkeide stated that this

application should have been approved at the Building Officials discretion. Administrator Webster stated this has already been discussed with the Building Department and has been corrected.

CLOSED MEETING - Pursuant to Minn. Stat. §13D.05, Subd. 3(c)(3) to discuss the purchase of real property identified as PIN #08-32-23-12-0021 (during a recess of the regularly scheduled City Council meeting)

Mayor Kirkham called a recess at 6:39 p.m. in order to conduct a closed meeting.

Mayor Kirkham called the closed meeting to order at 6:40 p.m. The closed meeting was adjourned at 7:03 p.m.

Mayor Kirkham reconvened the regular meeting at 7:04 p.m. Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 7:04 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk