

# CITY OF HAM LAKE

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## CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, JULY 15, 2024

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, July 15, 2024 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, Al Parranto and Jesse Wilken

**MEMBERS ABSENT:** Councilmember Gary Kirkeide

**OTHERS PRESENT:** City Attorney, Mark Berglund; City Engineer, Dave Krugler; City Administrator, Denise Webster; 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 Lt. Anthony Mendoza, Anoka County Sheriff's Office Monthly Report

Lt. Mendoza gave a summary of the Sheriff's Report for the month of June 2024.

#### 3.2 6:01 P.M. – Public Hearing – to consider the vacation of a portion of the drainage and utility easements at 3717 165<sup>th</sup> Avenue NE (Lot 13, Block 4, Constance Estates) and adoption of Resolution No. 24-32

Mayor Kirkham opened the public hearing for comment at 6:03 p.m. and with there being no comment, Mayor Kirkham closed the public hearing at 6:03 p.m.

Motion by Kirkham, seconded by Wilken, to adopt Resolution No. 24-32 approving the vacation of a portion of the drainage and utility easements at 3717 165<sup>th</sup> Avenue NE (Lot 13, Block 4, Constance Estates). 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 July 1, 2024

4.2 Approval of claims in the amount of \$786,480.80

4.3 Approval of changes to the Ham Lake Fire Relief Association Bylaws, Appendix C for a pension increase from \$5,200 to \$6,200 per year of service, effective July 16, 2024

- 4.4 Approval of landscaping, irrigation system and copper piping at Fire Station #3
- 4.5 Approval of concrete playground borders for Crosstown Rolling Acres Park and Grandpa Scott Park
- 4.6 Approval of hiring summer seasonal employee in Public Works
- 4.7 Approval of Resolution No. 24-33 appointing Election Judges for the Primary Election on August 13, 2024 and allowing the City Clerk to appoint additional judges as needed
- 4.8 Approval of appointing an Interim Captain at Fire Station 2
- 4.9 Approval of accepting the Creek Valley street reconstruction project and commencing the one-year warranty period

Councilmember Wilken asked that item 4.3 be removed from the consent agenda.

**Motion by Parranto, seconded by Doyle, to approve the Consent Agenda with the omission of item 4.3. All present in favor, motion carried.**

**Motion by Kirkham, seconded by Parranto, to approve item 4.3 on the Consent Agenda. Mayor Kirkham and Councilmembers Parranto and Doyle voted yes. Councilmember Wilken abstained. Motion carried.**

**5.0 PLANNING COMMISSION RECOMMENDATIONS – None**

**6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

**7.0 APPEARANCES – None**

**8.0 CITY ATTORNEY**

**8.1 Approval of Resolution No. 24-34 acting on a Letter of Credit for Schoenrock Holdings & Live Wire Electrical Services, LLC (First Citizens Bank, Mora, MN) in the amount of \$15,000**

Attorney Berglund stated that a Temporary Certificate of Occupancy for Schoenrock Holdings & Live Wire Electrical Services, LLC was issued on April 2, 2024. Attorney Berglund stated that at that time, the City received a Letter of Credit in the amount of \$15,000.00 from Schoenrock Holdings & Live Wire Electrical Services, LLC to guarantee completion of outstanding requirements. The Temporary Certificate of Occupancy has since expired and there are still several items that need to be completed before a Certificate of Occupancy is issued. Attorney Berglund stated that Schoenrock Holdings & Live Wire Electrical Services, LLC have also allowed a tenant to operate a used car sales business, Goodfella's Motors Inc., which is not allowed in CD-1 (Commercial Development Tier 1) zoning. Attorney Berglund stated that Goodfella's Motors Inc. is also in violation with the State of Minnesota because they do not have a Motor Vehicle Sales Lot License at this location. Attorney Berglund stated that the Letter of Credit expires on August 9, 2024 and adoption of the resolution presented will allow time for the City to draw on the Letter of Credit. **Motion by Parranto, seconded by Doyle, to adopt Resolution No. 24-34 acting on a Letter of Credit for Schoenrock Holdings & Live Wire Electrical Services, LLC (First Citizens Bank, Mora, MN) in the amount of \$15,000. All present in favor, motion carried.**

**9.0 CITY ENGINEER – None**

**10.0 CITY ADMINISTRATOR – None**

**11.0 COUNCIL BUSINESS**

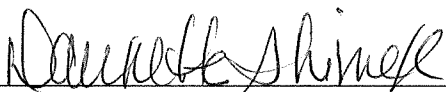
11.1 Committee Reports – None

11.2 Announcements and future agenda items

Mayor Kirkham stated that he has been contacted by Derek Lind from the Anoka County Election Integrity Team regarding elections procedures. Mayor Kirkham asked that this item be added to the August 5, 2024 agenda for City Council discussion.

Councilmember Parranto stated that the Ham Lake Emergency Response Team is having a community introduction and informational meeting on Wednesday, July 17, 2024 at 7:00 p.m. at the Ham Lake Senior Center.

**Motion by Parranto, seconded by Wilken, to adjourn the meeting at 6:09 p.m. All present in favor, motion carried.**

  
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Dawnette Shimek, Deputy City Clerk