

CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA TUESDAY, FEBRUARY 21, 2023

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

2.0 PUBLIC COMMENT

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

- 3.1 Anoka County Sheriff Brad Wise and Commander Paul Lenzmeier – Anoka County Sheriff's Office – Introduction of Deputies assigned to the City of Ham Lake for 2023 and the January monthly report
- 3.2 Presentation of a Resolution to Dawnette Shimek, Deputy City Clerk, for 35 years of service to the City of Ham Lake

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 February 6, 2023
- 4.2 Approval of claims
- 4.3 Approval of scheduling the Recycling Days for Saturday, May 6, 2023 and Saturday, September 9, 2023
- 4.4 Approval of the Arbor Day Proclamation for May 6, 2023
- 4.5 Approval of hiring a full-time Streets/Parks Maintenance Worker
- 4.6 Approval of a Resolution for the American Rescue Plan Act (ARPA) Funding for the City of Ham Lake and Twin Cities Gateway
- 4.7 Road Committee Recommendation:
 - 1) Approval of Municipal State Aid (MSA) designation and adoption of a Resolution

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Kevin Hentges, Hentges Turf Farm, Inc., requesting Sketch Plan approval for the Hentges Addition Minor Plat (2 lots) in Sections 15 and 22

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR

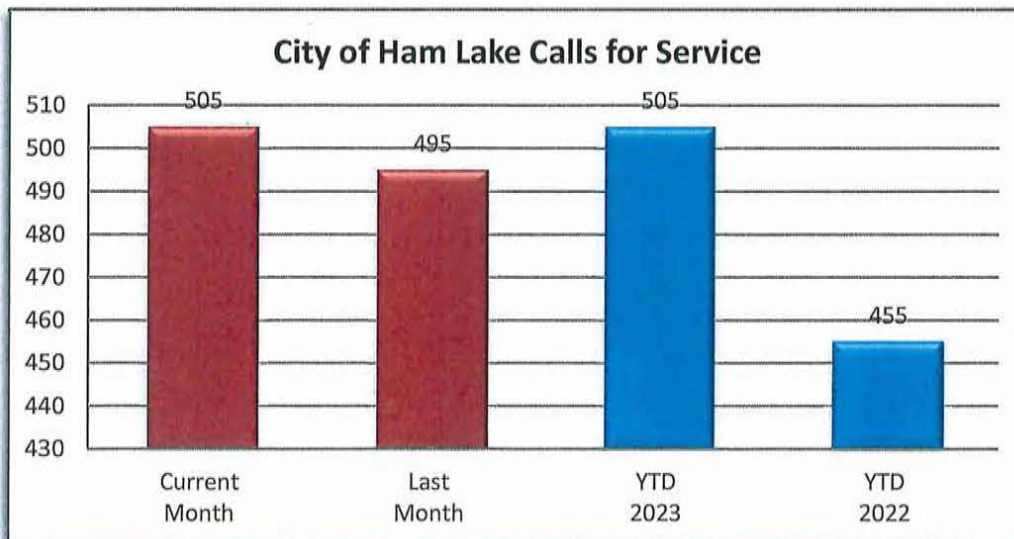
11.0 COUNCIL BUSINESS

- 11.1 Committee Reports
- 11.2 Announcements and future agenda items

PATROL DIVISION

CITY OF HAM LAKE - JANUARY 2023

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2023	YTD 2022
Call for Service	505												505	455
Burglaries	3												3	2
Thefts	17												17	14
Crim Sex Conduct	0												0	0
Assault	2												2	1
Dam to Property	0												0	5
Harass Comm	0												0	1
PI Accidents	5												5	3
PD Accidents	27												27	45
Medical	68												68	60
Animal Complaint	28												28	22
Alarms	19												19	25
Felony Arrests	6												6	5
GM Arrests	4												4	3
Misd Arrests	3												3	3
DUI Arrests	0												0	3
Domestic Arrests	1												1	1
Warrant Arrests	6												6	7
Traffic Stops	223												223	141
Traffic Arrests	53												53	49

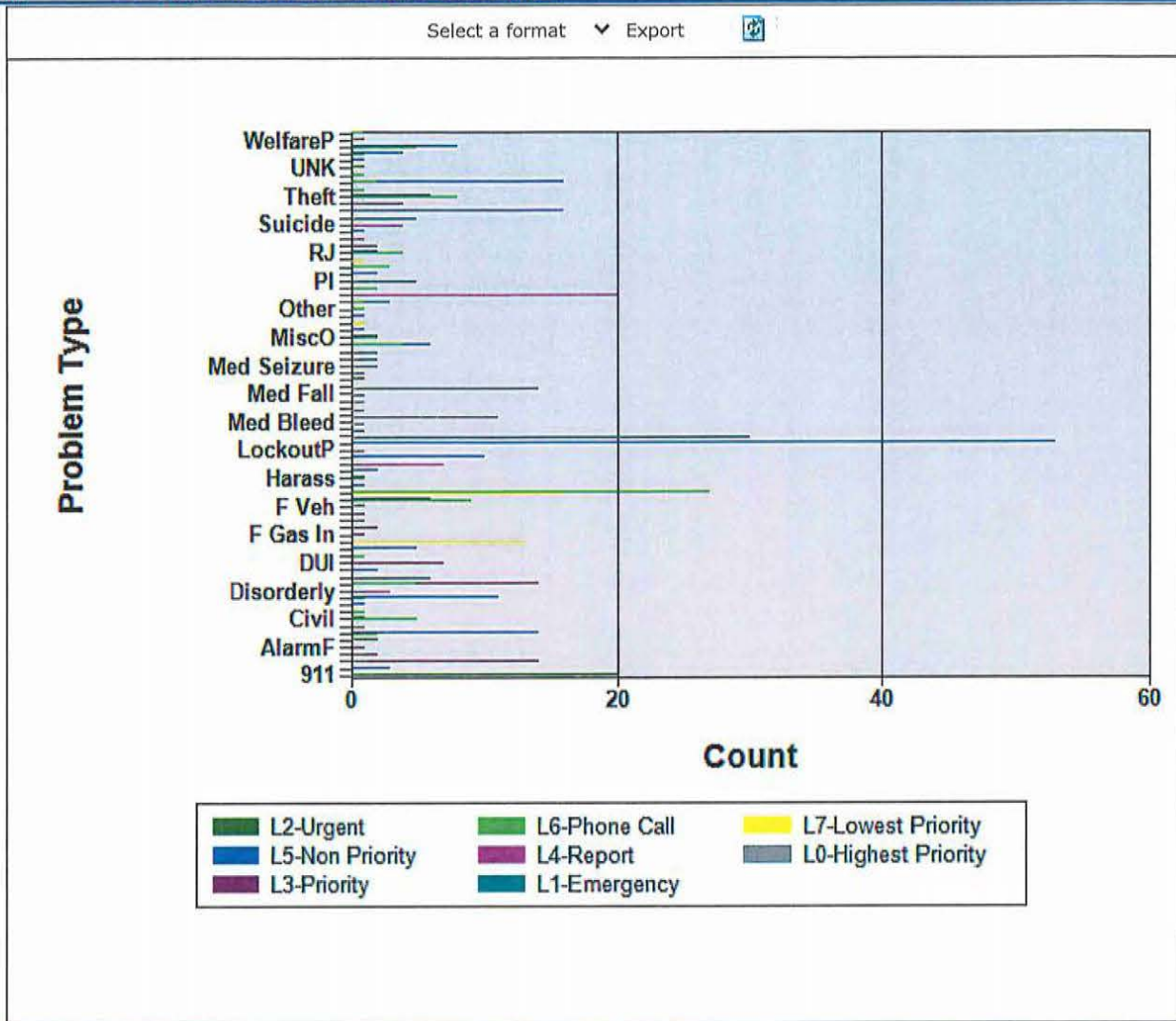


Problem Type Summary

2:53 PM 02/02/2023

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	Ham Lake Law
Day Range:	Date From 1/1/2023 To 1/31/2023
Exclusion:	• Calls canceled before first unit assigned



Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

Problem Type	Priority								Total
	0	1	2	3	4	5	6	7	
911	0	0	20	0	0	0	0	0	20
Abandon	0	0	0	0	0	3	0	0	3
Abuse	0	0	0	0	0	0	0	0	0
AbuseP	0	0	0	0	0	0	0	0	0
AlarmB	0	0	0	14	0	0	0	0	14

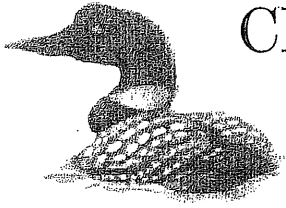
AlarmCO	0	0	0	2	0	0	0	0	2
AlarmCOIll	0	0	0	0	0	0	0	0	0
AlarmF	0	0	0	1	0	0	0	0	1
AlarmFsmoke	0	0	2	0	0	0	0	0	2
AlarmHoldup	0	0	0	0	0	0	0	0	0
AlarmV	0	0	0	0	0	0	0	0	0
AlarmWF	0	0	0	0	0	0	0	0	0
Animal	0	0	0	0	0	14	2	0	16
AnimalResc	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Assault	0	0	0	0	0	0	0	0	0
AssaultP	0	0	0	0	0	0	0	0	0
Boat Assist	0	0	0	0	0	0	0	0	0
Bomb	0	0	0	0	0	0	0	0	0
BombP	0	0	0	0	0	0	0	0	0
Broadcast	0	0	0	0	0	0	0	0	0
Burg	0	0	0	0	1	0	0	0	1
BurgP	0	0	0	0	0	0	0	0	0
Civil	0	0	1	0	0	1	5	0	7
CivilP	0	0	0	0	0	0	0	0	0
CSC	0	0	0	0	0	0	1	0	1
Debris	0	0	0	0	0	1	0	0	1
Deer	0	0	0	0	0	11	1	0	12
Disorderly	0	0	0	0	3	0	0	0	3
Dom	0	0	0	14	0	0	5	0	19
DomP	0	6	0	0	0	0	0	0	6
Drugs	0	0	0	0	0	2	0	0	2
DUI	0	0	0	7	0	0	0	0	7
Dumping	0	0	0	0	0	0	1	0	1
Escort	0	0	0	0	0	5	0	0	5
ExPat	0	0	0	0	0	0	0	13	13
F Aircraft	0	0	0	0	0	0	0	0	0
F Assist	0	0	0	0	0	0	0	0	0
F CleanUp	0	0	0	0	0	0	0	0	0
F Collapse	0	0	0	0	0	0	0	0	0
F Dump	0	0	0	0	0	0	0	0	0
F Elec Smell	0	0	0	0	0	0	0	0	0
F Expl	0	0	0	0	0	0	0	0	0
F Gas In	0	0	0	1	0	0	0	0	1
F Gas Out	0	0	0	2	0	0	0	0	2
F Grass fire	0	0	0	0	0	0	0	0	0
F Illegal	0	0	0	1	0	0	0	0	1
F Misc	0	0	0	1	0	0	0	0	1
F Mutual Aid	0	0	0	0	0	0	0	0	0
F Oven	0	0	0	0	0	0	0	0	0
F Powerlines	0	0	0	0	0	0	0	0	0
F SmokeIn	0	0	0	0	0	0	0	0	0
F SmokeOut	0	0	0	0	0	0	0	0	0
F Structure	0	0	0	0	0	0	0	0	0
F Train	0	0	0	0	0	0	0	0	0
F Veh	0	0	1	0	0	0	0	0	1
F Water Rescue	0	0	0	0	0	0	0	0	0
Fight	0	0	0	0	0	0	0	0	0
Flood In	0	0	0	0	0	0	0	0	0
Flood out	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	6	9	0	15
FraudP	0	0	0	0	0	0	0	0	0
FU	0	0	0	0	0	0	27	16	43
FW	0	0	0	0	0	0	0	0	0
Gun	0	0	0	0	0	1	0	0	1
Harass	0	0	0	0	0	1	1	0	2
Info	0	0	0	0	0	2	0	0	2
Lift Assist	0	0	0	0	7	0	0	0	7
Liq	0	0	0	0	0	0	0	0	0
Lockout	0	0	0	0	0	10	0	0	10
LockoutP	0	0	0	0	1	0	0	0	1

MA	0	0	0	0	0	53	0	0	53
MASS	0	0	0	0	0	0	0	0	0
Med -	0	30	0	0	0	0	0	0	30
Med Alarm	0	1	0	0	0	0	0	0	1
Med Allergic	0	0	0	0	0	0	0	0	0
Med Assault	0	0	0	0	0	0	0	0	0
Med Bleed	1	0	0	0	0	0	0	0	1
Med Breathing Diff	11	0	0	0	0	0	0	0	11
Med Breathing Not	1	0	0	0	0	0	0	0	1
Med Choking	1	0	0	0	0	0	0	0	1
Med Drown	0	0	0	0	0	0	0	0	0
Med Electro	0	0	0	0	0	0	0	0	0
Med Fall	0	1	0	0	0	0	0	0	1
Med Heart	0	14	0	0	0	0	0	0	14
Med Hold	0	0	1	0	0	0	0	0	1
Med Ill	0	1	0	0	0	0	0	0	1
Med Info	0	0	0	0	0	0	0	0	0
Med OB	0	0	0	0	0	0	0	0	0
Med Priority	0	0	0	0	0	0	0	0	0
Med Seizure	0	2	0	0	0	0	0	0	2
Med Stab-Gunshot	0	0	0	0	0	0	0	0	0
Med Stroke	0	2	0	0	0	0	0	0	2
Med Uncon	0	2	0	0	0	0	0	0	2
Medex	0	0	0	0	0	0	0	0	0
Misc	0	0	0	0	0	6	4	0	10
MiscO	0	0	0	0	0	2	2	0	4
Mutual Aid Law	0	0	0	0	0	0	0	0	0
Noise	0	0	0	0	0	1	0	0	1
NoTag	0	0	0	0	0	0	0	1	1
Ord	0	0	0	0	0	1	0	0	1
Other	0	0	0	0	0	0	1	0	1
Park	0	0	0	0	0	3	1	0	4
PD	0	0	0	0	20	0	7	0	27
Person	0	0	0	0	0	0	2	0	2
PI	0	5	0	0	0	0	0	0	5
POR	0	0	0	0	0	2	0	0	2
Property	0	0	0	0	0	0	3	0	3
PW	0	0	0	0	0	0	0	0	0
REPO-TOW	0	0	0	0	0	0	0	1	1
RJ	0	0	0	0	0	2	4	0	6
RoadClosure	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
RobberyP	0	0	0	0	0	0	0	0	0
Shots	0	0	0	2	0	0	0	0	2
Slumper	0	0	0	0	1	0	0	0	1
StolenProp	0	0	0	0	0	1	0	0	1
Suicide	0	0	0	0	4	0	0	0	4
SuicideP	0	5	0	0	0	0	0	0	5
Susp	0	0	0	0	0	16	0	0	16
SuspP	0	0	0	4	0	0	0	0	4
Theft	0	0	0	0	0	6	8	0	14
TheftP	0	0	0	0	0	0	0	0	0
Threat	0	0	0	0	0	0	1	0	1
ThreatP	0	0	0	0	0	0	0	0	0
Traf	0	0	0	1	0	16	2	0	19
Tres	0	0	0	0	0	0	1	0	1
UNK	0	0	1	0	0	0	0	0	1
Unsecure	0	0	0	0	0	0	0	0	0
Vand	0	0	0	0	0	1	0	0	1
VandP	0	0	0	0	0	0	0	0	0
VehTheft	0	0	0	0	0	4	1	0	5
VehTheftP	0	0	0	0	0	0	0	0	0
Weapon	0	0	0	0	0	0	0	0	0
Weather	0	0	0	0	0	0	0	0	0
Welfare	0	0	0	0	0	8	5	0	13
WelfareP	0	0	0	1	0	0	0	0	1

WT

Total

0	0	0	3	0	0	1	0	4
14	69	26	54	37	179	95	31	505



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RESOLUTION NO. 23-XX

WHEREAS, it is the privilege of the Ham Lake City Council to recognize the public service of the employees of the City of Ham Lake; and

WHEREAS, Dawnette Shimek was hired by the City of Ham Lake on March 5, 1988 and has been employed by the City for thirty (35) years; and

WHEREAS, at this time she serves the City in the position of Deputy City Clerk; and

WHEREAS, during her employment she has served the City and the residents in an excellent manner, performing her duties with the highest degree of professionalism, knowledge, and proficiency.

NOW THEREFORE, BE IT RESOLVED that the City Council and Staff would like to offer their gratitude and appreciation for her loyal years of service and hopes that she will continue her employment with the City for many years to come.

Adopted by a unanimous vote of the Ham Lake City Council this 21st day of February, 2023.

Brian Kirkham, Mayor

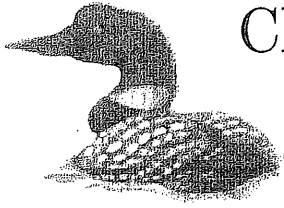
Jim Doyle, Councilmember

Al Parranto, Councilmember

Gary Kirkeide, Councilmember

Jesse Wilken, Councilmember

Denise Webster, City Administrator



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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

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
February 21, 2023

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	02/07/23 - 02/21/23	
EFT	# 1811 - 1818	\$ 37,254.39
REFUND CHECKS	#64780	\$ 750.00
CHECKS	# 64781 - 64820	\$ 76,779.98
BANK DRAFTS	DFT0002497 -DFT0002502	\$ 26,563.48
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 141,347.85</u>
PAYROLL CHECKS		
02/10/23	Direct Deposits	\$ 40,438.49
TOTAL PAYROLL CHECKS		<u>\$ 40,438.49</u>
TOTAL OF ALL PAYMENTS		<u><u>\$ 181,786.34</u></u>
VOID CHECKS		
CHECKS		
ZERO EFT		\$ -
BANK DRAFTS		

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 21ST DAY OF FEBRUARY 2023

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Packet: ARPKT00699 - 2/7/23 TRUST REFUND

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00338	BRETT SLEPICA CONSTRUCTION	2/7/2023	64780	750.00
Total Refund Amount:				750.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	750.00
Revenue Totals:	750.00

General Ledger Distribution

Posting Date: 02/07/2023

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-750.00	Yes
890-11501	Misc receivables	750.00	
	890 Total:	<u>0.00</u>	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-750.00	
999-20702	Due to other funds	750.00	Yes
	999 Total:	<u>0.00</u>	
	Distribution Total:	<u>0.00</u>	



Payment Dates 2/7/2023 - 2/21/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1811	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	86.86
1811	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1811	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	29.19
1811	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	86.86
1811	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1811	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	29.19
1812	BRODIN PRESS	HAM LAKER	Editing	211-41704-3125	900.00
1813	KILLMER ELECTRIC CO INC	ICE RINK LIGHTS TIMECLOCK I	Building repair & maintenanc	100-44102-3420	675.00
1814	MEDTOX LABORATORIES	DRUG TESTING	Personnel testing & recruitme	100-42201-3150	32.46
1815	O'REILLY AUTOMOTIVE STORE	FUEL PUMP FUEL FILTER	Equipment parts & supplies	100-43101-2320	22.42
1815	O'REILLY AUTOMOTIVE STORE	#83 FILTERS, SPARK PLUG, IGN	Vehicle parts & supplies	100-43101-2340	229.29
1815	O'REILLY AUTOMOTIVE STORE	#83 WIPER MOTOR CORE	Vehicle parts & supplies	100-43101-2340	11.00
1815	O'REILLY AUTOMOTIVE STORE	#83 DISTR ROTOR & CAP	Vehicle parts & supplies	100-43101-2340	50.56
1815	O'REILLY AUTOMOTIVE STORE	#83 SEAT COVERS	Vehicle parts & supplies	100-43101-2340	39.99
1815	O'REILLY AUTOMOTIVE STORE	#59 WIPER BLADES	Vehicle parts & supplies	100-43101-2340	53.98
1815	O'REILLY AUTOMOTIVE STORE	#75 CAMERA, LESS FREIGHT	Vehicle parts & supplies	100-43101-2340	-148.91
1815	O'REILLY AUTOMOTIVE STORE	#83 A/T FILTER	Vehicle parts & supplies	100-43101-2340	14.84
1815	O'REILLY AUTOMOTIVE STORE	#83 DRAIN PLUG	Vehicle parts & supplies	100-43101-2340	11.99
1815	O'REILLY AUTOMOTIVE STORE	#83 BRAKE DRUM & SHOES, D	Vehicle parts & supplies	100-43101-2340	162.41
1815	O'REILLY AUTOMOTIVE STORE	#83 DRUM BRAKE KIT & GASK	Vehicle parts & supplies	100-43101-2340	37.13
1815	O'REILLY AUTOMOTIVE STORE	#83 WHEEL CYLINDER	Vehicle parts & supplies	100-43101-2340	30.54
1815	O'REILLY AUTOMOTIVE STORE	#83 WHEELCYLINDER	Vehicle parts & supplies	100-43101-2340	15.27
1815	O'REILLY AUTOMOTIVE STORE	#83 WHEL CYLINDERS	Vehicle parts & supplies	100-43101-2340	-30.54
1815	O'REILLY AUTOMOTIVE STORE	#83 WHEEL CYLINDER	Vehicle parts & supplies	100-43101-2340	-15.27
1815	O'REILLY AUTOMOTIVE STORE	#83 STEEL BRAKE LINE	Vehicle parts & supplies	100-43101-2340	33.15
1815	O'REILLY AUTOMOTIVE STORE	#83 COPPER BRAKE LINE	Vehicle parts & supplies	100-43101-2340	39.18
1815	O'REILLY AUTOMOTIVE STORE	#83 STEEL BRAKE LINE	Vehicle parts & supplies	100-43101-2340	-33.15
1815	O'REILLY AUTOMOTIVE STORE	#83 STEEL NUTS	Vehicle parts & supplies	100-43101-2340	8.01
1816	RFC ENGINEERING, INC.	TWIN BIRCH ACRES	Engineering	431-43301-3135	5,754.18
1816	RFC ENGINEERING, INC.	MEADOW PARK RECONSTRUC	Engineering	431-43301-3135	12.69
1816	RFC ENGINEERING, INC.	CREEK VALLEY RECONSTRUCTI	Engineering	431-43301-3135	43.81
1816	RFC ENGINEERING, INC.	TIPPECANOE STREET	Engineering	431-43301-3135	45.55
1816	RFC ENGINEERING, INC.	CROSSTOWN BUSINESS PARK	Capital assets	262-46101-5110	11,309.22
1816	RFC ENGINEERING, INC.	PARK & TREE COMM - PARKLA	Engineering	100-41101-3135	41.57
1816	RFC ENGINEERING, INC.	ANOKA COUNTY GIS DATA EX	Engineering	100-41101-3135	66.94
1816	RFC ENGINEERING, INC.	BASE MAP	Engineering	100-41101-3135	17.02
1816	RFC ENGINEERING, INC.	1360 CONSTANCE BLVD & 161	Engineering	100-41101-3135	195.71
1816	RFC ENGINEERING, INC.	ANOKA COUNTY GIP DATEA E	Engineering	100-41101-3135	50.75
1816	RFC ENGINEERING, INC.	COUNCIL MEETING	Engineering	100-41101-3135	101.50
1816	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41102-3135	1,593.76
1816	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	249.41
1816	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	27.71
1816	RFC ENGINEERING, INC.	PLANNING COMMISSION MEE	Engineering	100-41601-3135	88.81
1816	RFC ENGINEERING, INC.	ZONING MAP	Engineering	100-41601-3135	76.12
1816	RFC ENGINEERING, INC.	L1 B2 ENTERPRISE PLAZA 2ND	Engineering	100-42401-3135	63.43
1816	RFC ENGINEERING, INC.	L4 B1 TIMBER WOODS ACCES	Engineering	100-42401-3135	662.24
1816	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	76.12
1816	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	25.37
1816	RFC ENGINEERING, INC.	THOROUGHFARE PLAN	Engineering	100-43101-3135	68.11
1816	RFC ENGINEERING, INC.	PW TRAFFIC SIGN POLICY	Engineering	100-43101-3135	55.42
1816	RFC ENGINEERING, INC.	STREET INVENTORY & UPDAT	Engineering	100-43101-3135	38.06
1816	RFC ENGINEERING, INC.	SNOW PLOW MAP	Engineering	100-43102-3135	468.42
1816	RFC ENGINEERING, INC.	SRWMO 2023 BUDGET	Engineering	100-43201-3135	817.51
1816	RFC ENGINEERING, INC.	2020 SWPPP UPDATE	Engineering	100-43201-3135	25.37

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1816	RFC ENGINEERING, INC.	CCWD JURISDICTIONAL BOUN	Engineering	100-43201-3135	124.70
1816	RFC ENGINEERING, INC.	SRWMO ANNUAL REPORT	Engineering	100-43201-3135	83.14
1816	RFC ENGINEERING, INC.	HAM LAKE AS LGU-WCA	Engineering	100-43201-3135	139.56
1816	RFC ENGINEERING, INC.	URRWMO ANNUAL REPORT	Engineering	100-43201-3135	138.56
1816	RFC ENGINEERING, INC.	HAM LAKE AS LGU-WCA	Engineering	100-43201-3135	96.99
1816	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	387.98
1816	RFC ENGINEERING, INC.	FIRE STATION #3	Capital assets	422-42302-5110	3,772.11
1816	RFC ENGINEERING, INC.	2023 REHAB	Engineering	431-43301-3135	4,023.74
1816	RFC ENGINEERING, INC.	181ST, CONCORD - HWY 65	Engineering	431-43301-3135	872.93
1816	RFC ENGINEERING, INC.	HIDDEN FOREST EAST 3RD	Engineering	890-90001-3135	25.38
1816	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	25.00
1816	RFC ENGINEERING, INC.	TOBY'S TRAILS	Engineering	890-90001-3135	247.07
1816	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	175.46
1816	RFC ENGINEERING, INC.	FLAMINGO TERRACE EXPANSI	Engineering	890-90001-3135	153.42
1816	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	25.00
1816	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	25.00
1816	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	124.71
1816	RFC ENGINEERING, INC.	WHITETAIL CORSSING 2ND	Engineering	890-90001-3135	25.38
1816	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	302.49
1816	RFC ENGINEERING, INC.	HOLIDAY	Engineering	890-90001-3135	255.30
1816	RFC ENGINEERING, INC.	16905 BALTIMORE STREET LO	Engineering	890-90001-3135	61.01
1816	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering	100-43501-3135	180.13
1816	RFC ENGINEERING, INC.	MSA GROUP BILLING	Engineering	431-43301-3135	1,528.08
1818	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	45.50
1818	WRUCK SEWER & PORTABLE	LION'S PLAYGROUND RENTAL	Rentals-other	100-44101-3390	45.50
64781		ACCESS	Waste management & recycli	231-43601-3630	137.20
64782	ACE SOLID WASTE INC	FEB ORGANICS	Waste management & recycli	231-43601-3630	355.46
64783	ANOKA COUNTY PROPERTY	BOTTINEAU DRAINAGE EASE	Filing fees	100-41101-3980	46.00
64783	ANOKA COUNTY PROPERTY	BOTTINEAU ROW EASEMENT	Filing fees	100-41101-3980	46.00
64783	ANOKA COUNTY PROPERTY	L1B2 CREEKSIDE FARMS SEPTI	Filing fees	890-90001-3980	46.00
64784	BAKER TILLY US LLP	ARPA GRANT ADMIN	Covid 19	100-41701-4153	4,120.00
64785	BERGLUND, BAUMGARTNER,	UPDATE DRUG POLICIES	Attorney	100-41101-3110	1,120.64
64785	BERGLUND, BAUMGARTNER,	TOWER #3	Attorney	100-41101-3110	16.48
64785	BERGLUND, BAUMGARTNER,	USE PARKLAND AS WETLAND	Attorney	100-41101-3110	82.40
64785	BERGLUND, BAUMGARTNER,	COUNCIL MEETINGS	Attorney	100-41101-3110	285.00
64785	BERGLUND, BAUMGARTNER,	PREP FOR MEETINGS	Attorney	100-41101-3110	444.96
64785	BERGLUND, BAUMGARTNER,	1ST READING OF ARTICLE 9	Attorney	100-41102-3110	95.00
64785	BERGLUND, BAUMGARTNER,	JANUARY PROSECUTION	Attorney	100-41501-3110	6,695.00
64785	BERGLUND, BAUMGARTNER,	PLANNING COMMISSION MEE	Attorney	100-41601-3110	95.00
64785	BERGLUND, BAUMGARTNER,	HIRING ISSUE	Attorney	100-42201-3110	65.92
64785	BERGLUND, BAUMGARTNER,	PLUMBING CODE CHANGE FO	Attorney	100-42401-3110	164.80
64785	BERGLUND, BAUMGARTNER,	JAKE'S AUTO MALL	Attorney	262-46101-3110	725.12
64785	BERGLUND, BAUMGARTNER,	TWIN BIRCH - NEW LOOK ISS	Attorney	431-43301-3110	477.92
64786	BLAINE BROTHERS INC	#83 U-BOLT ASSY	Vehicle parts & supplies	100-43101-2340	64.12
64787	BLUE CROSS BLUE SHIELD OF	MARCH VISION	Vision Insurance	100-21715	43.53
64788	BUREAU OF CRIMINAL APPRE	CHILD PROTECTION BACKGRO	Personnel testing & recruitme	100-42201-3150	15.00
64789	CENTERPOINT ENERGY	CITY HALL	Natural gas	100-41702-3620	1,291.99
64789	CENTERPOINT ENERGY	FIRE #2	Natural gas	100-42202-3620	1,263.85
64789	CENTERPOINT ENERGY	FIRE #1	Natural gas	100-42202-3620	665.47
64789	CENTERPOINT ENERGY	PW	Natural gas	100-43104-3620	3,095.57
64789	CENTERPOINT ENERGY	H.L. PARK BUILDING	Natural gas	100-44102-3620	963.05
64789	CENTERPOINT ENERGY	H.L. PARK PAVILION	Natural gas	100-44102-3620	227.83
64789	CENTERPOINT ENERGY	SR CENTER	Natural gas	100-44202-3620	695.88
64790	COMPASS MINERALS AMERIC	84.78 TN SALT	Salt & sand	100-43102-2710	7,222.41
64791	CRYSTEEL TRUCK EQUIP INC	#75 CAMERA, LIGHTS	Vehicle parts & supplies	100-43101-2340	412.10
64792	DEHN OIL CO	407 GAL DIESEL	Fuel	100-43101-2230	1,552.70
64793	DELL MARKETING L.P.	MEMORY UPGRADES	Computer supplies & small eq	100-41701-2520	184.23
64794	EMERGENCY APPARATUS MTC	A1 PUMP & FOAM SERVICE, V	Fire apparatus repair & maint	100-42201-3450	1,737.22
64794	EMERGENCY APPARATUS MTC	E1 VSI; SERVICE PUMP, GENER	Fire apparatus repair & maint	100-42201-3450	1,575.14
64794	EMERGENCY APPARATUS MTC	E2 VSI, SERVICE PUMP, GENER	Fire apparatus repair & maint	100-42201-3450	1,513.75

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
64794	EMERGENCY APPARATUS MTC	G1 VSI, PUMP SERVICE	Fire apparatus repair & maint	100-42201-3450	520.15
64794	EMERGENCY APPARATUS MTC	G2 VSI, SERVICE PUMP & FOA	Fire apparatus repair & maint	100-42201-3450	580.35
64794	EMERGENCY APPARATUS MTC	R1 VSI, SERICE PUMP & FOAM	Fire apparatus repair & maint	100-42201-3450	742.60
64794	EMERGENCY APPARATUS MTC	R2, VSI; SERVICE PUMP, FOAM	Fire apparatus repair & maint	100-42201-3450	2,345.58
64794	EMERGENCY APPARATUS MTC	T1 VSI; SERVICE PUMP & FOA	Fire apparatus repair & maint	100-42201-3450	1,303.93
64794	EMERGENCY APPARATUS MTC	T2 VSI; SERVICE PUMP & FOA	Fire apparatus repair & maint	100-42201-3450	1,309.02
64794	EMERGENCY APPARATUS MTC	T3 VSI; SERVICE PUMP & FOA	Fire apparatus repair & maint	100-42201-3450	1,261.12
64794	EMERGENCY APPARATUS MTC	R1 BRAKE SERVICE	Fire apparatus repair & maint	100-42201-3450	471.79
64795	FIDELITY NATIONAL TITLE CO	16908 LEYTE STREET DUPLICA	Street light fees	232-34303	52.50
64796	FIRST ADVANTAGE LNS OCC H	JK ANNUAL ENROLLMENT	Personnel testing & recruitme	100-43101-3150	35.30
64797	FLEETPRIDE	#93 WINTER WIPER BLADE	Vehicle parts & supplies	100-43101-2340	9.19
64798	HAM LAKE HARDWARE INC	MAILBOX NUMBERS	Operating supplies	100-43101-2290	2.95
64799	LEGACY TITLE	L11B1 CROSSTOWN ROLLING	Parkland dedication	440-37504	19.54
64799	LEGACY TITLE	L12B1 CROSSTOWN ROLLING	Parkland dedication	440-37504	19.54
64800	LINCOLN NATIONAL LIFE INSU	LT DISABILITY	STD/LTD	100-21713	531.24
64800	LINCOLN NATIONAL LIFE INSU	ST DISABILITY	STD/LTD	100-21713	822.34
64801	MARTIN-MCALLISTER	PUBLIC SAFETY ASSESSMENT -	Personnel testing & recruitme	100-42201-3150	625.00
64802	MENARDS-BLAINE	SOFTENER SALT	Operating supplies	100-43101-2290	377.37
64802	MENARDS-BLAINE	HOCKEY RINK COUPLINGS	Operating supplies	100-44101-2290	30.36
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41201-2510	39.36
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41301-2510	31.76
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	55.93
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41601-2510	24.16
64803	METRO - INET	PHONES	Phones/radios/pagers	100-41701-3210	124.00
64803	METRO - INET	IT SUPPORT	Computer & software support	100-41707-3120	5,370.00
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42201-2510	55.93
64803	METRO - INET	PHONES	Phones/radios/pagers	100-42201-3210	52.00
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42401-2510	95.30
64803	METRO - INET	PHONES	Phones/radios/pagers	100-42401-3210	62.00
64803	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-43101-2510	21.56
64803	METRO - INET	PHONES	Phones/radios/pagers	100-43101-3210	31.00
64803	METRO - INET	PHONES	Phones/radios/pagers	100-44101-3210	10.00
64803	METRO - INET	PHONES	Phones/radios/pagers	100-44201-3210	41.00
64804	METRO SALES INC	NOV/DEC '22 COLOR COPIES	Equipment rentals	100-41701-3320	207.09
64804	METRO SALES INC	NOV/DEC '22 COPIER LEASE	Equipment rentals	100-41701-3320	662.52
64804	METRO SALES INC	NOV/DEC '22 COPIER LEASE	Equipment rentals	100-42401-3320	516.36
64804	METRO SALES INC	NOV/DEC '22 COLOR COPIES	Equipment rentals	100-42401-3320	84.76
64804	METRO SALES INC	JAN '23 COPIER LEASE	Equipment rentals	100-41701-3320	331.26
64804	METRO SALES INC	JAN '23 COLOR COPIES	Equipment rentals	100-41701-3320	103.54
64804	METRO SALES INC	JAN '23 COPIER LEASE	Equipment rentals	100-42401-3320	258.18
64804	METRO SALES INC	JAN '23 COLOR COPIES	Equipment rentals	100-42401-3320	42.38
64805	MINNESOTA OCCUPATIONAL	HEALTH SCREENINGS - CL	Personnel testing & recruitme	100-42201-3150	618.00
64806	MN PEIP	MARCH HEALTH INSURANCE	Health Insurance	100-21710	11,600.75
64807	NORTHERN TOOL & EQUIPME	JACK STAND, PLATFORM, CHO	Operating supplies	100-43101-2290	414.92
64808	NORTHWEST FAMILY PHYSICI	MRO READINGS	Personnel testing & recruitme	100-42201-3150	125.00
64809	NUSS EQUIPMENT GROUP LL	#79 STRAINER	Vehicle parts & supplies	100-43101-2340	70.47
64809	NUSS EQUIPMENT GROUP LL	#79 FUEL FILTER	Vehicle parts & supplies	100-43101-2340	101.40
64810	PAUL DUFRENE	FIRE OFFICER TRAINING - ALE	Mileage	100-42201-3960	183.40
64811	PREMIUM WATERS INC	FEB WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
64811	PREMIUM WATERS INC	WATER	Equipment rentals	100-41701-3320	34.80
64812	PRINT CENTRAL	REPAIR ORDER FORMS	Office Supplies	100-43101-2110	133.27
64812	PRINT CENTRAL	BUSINESS CARDS - TD	Office supplies	100-42401-2110	25.00
64812	PRINT CENTRAL	BUSINESS CARDS - JC	Office Supplies	100-43101-2110	25.00
64813	RDO EQUIPMENT CO.	#71 INJECTOR HARNESS REPAI	Equipment repair & maintena	100-43101-3440	741.40
64814	SAFEASSURE CONSULTANTS, I	SAFETY TRAINING	Safety program	100-41701-3160	1,405.00
64814	SAFEASSURE CONSULTANTS, I	SAFETY TRAINING (MBFTE GR	Grant expenditures	100-42201-3930	748.00
64814	SAFEASSURE CONSULTANTS, I	SAFETY TRAINING	Safety program	100-43101-3160	1,632.59
64814	SAFEASSURE CONSULTANTS, I	SAFETY TRAINING	Safety program	100-44101-3160	748.00
64815	SIEGFRIED FAMILY TOOLS INC	UNDERBODY LIGHT & BATTER	Small tools	100-43101-2410	447.95
64816	STEVE REMARKE	OFFICER TRAINING - MEALS	Training/conferences/schools	100-42201-3510	70.41

Council Approval List

Payment Dates: 2/7/2023 - 2/21/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
64817	SUMMIT COMPANIES	FIRE EXTINGUISHER - GALE	Fire Extinguisher	100-20203	5.50
64818	TDS METROCOM INC	763-434-0454 ELEVATOR	Phones/radios/pagers	100-41701-3210	40.86
64818	TDS METROCOM INC	763-434-9605 FIRE #2	Phones/radios/pagers	100-42201-3210	37.66
64819	TWIN CITY GATE LLC	PW GATE - BATTERY REPLACE	Building repair & maintenanc	100-43104-3420	250.00
64820	UNLIMITED SUPPLIES INC	MISC PARTS	Operating supplies	100-43101-2290	483.90
DFT0002497	COMPENSATION CONSULTAN	Health Savings Account	Flexible spending	100-21705	225.00
DFT0002498	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,830.00
DFT0002498	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002499	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,327.18
DFT0002499	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,619.38
DFT0002499	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,427.90
DFT0002500	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,537.05
DFT0002501	PERA	Retirement-Coordinated	PERA	100-21703	6,841.71
DFT0002501	PERA	Retirement-Police & Fire	PERA	100-21703	1,181.43
DFT0002502	MN STATE DEPT OF REVENUE-	JANUARY '23 FUEL TAX	Fuel	100-43101-2230	523.83
Grand Total:					140,597.85



City of Ham Lake, MN

EFT Payroll Check Register

Report Summary

Pay Period: 1/22/2023-2/4/2023

Packet: PYPKT01449 - PPE 2/4/23 PAID 2/10/23

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	38	40,438.49
Total	38	40,438.49

Item No:

Meeting Date: February 21, 2023



CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers
From: Jennifer Bohr, Recycling Coordinator
Item/Title/Subject: 2023 Recycling Events

Introduction:

In 2023, the City will host two citywide recycling days on Saturday, May 6th and September 9th from 8:00 a.m. until noon. The items that will be accepted at the citywide event, in addition to items accepted every day at City Hall, are electronics, appliances, propane tanks, mattresses and box springs and tires. Public Works will take in scrap metal, car batteries, bicycles and brush.

Other recycling events for residents will be held at Recycle Technologies, Inc., in Blaine on the following dates:

March 25th
July 22nd
December 2nd

Attached is a list of vendors participating in our 2023 spring and fall recycling events. All vendors' fees are paid for by the Anoka County Board of Commissioners and State SCORE (Select Committee on Recycling and the Environment) funds.

A reuse/recycling event will also be held this year. Anoka County wants to promote reuse throughout the county. One way to do this is to work with municipalities that have recycling days and city-wide garage sales (hosted by the Ham Lake Chamber of Commerce May 4-6) to keep reusable items out of the trash. The City will be working with Sue Doll from Anoka County and Kari Lund from the Chamber to promote and host the reuse event in the city hall parking lot on Sunday, May 7, 2023 from 9:00 am to 2:00 pm. The County will provide a tent, tables, scales and staff to organize any materials that can be reused rather than thrown away. Residents who host garage sales and have unsold, usable, household items at the end of their sale can bring them to the city hall parking lot between 3:00 and 7:00 pm on Saturday, May 6th for the reuse event. The targeted materials being usable sporting goods, household goods and furniture. Any materials that are left after the event, will be donated to the Salvation Army. The weight of items taken by "shoppers" will be applied toward the City's 2023 reuse/recycling tonnage goal.



2023 Recycling Vendors

Confirmation Date

Saturday, May 6th & September 9th

J.R.'s Advanced Recyclers
Attention: Mike
10619 Courthouse Boulevard
Inver Grove Heights, MN 55077
(651) 454-9215
Fax: (651) 454-8345

Appliance fee \$10/each
Will collect propane
tanks and tires too. Fees
remain the same; \$50
fuel surcharge added

Recycle Technologies, Inc.
Christine Hanson
4000 Winnetka Ave N, Ste 210
Minneapolis, MN 55427
(763) 785-0456
(612) 743-4444 cell
Fax (763) 785-0453

Event fee: \$45/hr. per
attendant. Various fees
charged for items
accepted.

*Recyclable drop-off location: 10040 Davenport Street NE, Blaine

Evergreen Recycling, LLC
Dale Bergfalk
53465 Forest Blvd.
Rush City, MN 55069
320-358-3988

\$150 Trucking Fee
\$35/hr. attendant
fee (2 attend. max)
\$20-\$25/mattress
or box spring.
Trucking fee decreased \$50 &
Attendant rate per hr.
increased \$5/hr.



MEMORANDUM OF UNDERSTANDING

The City of Ham Lake (CITY), in cooperation with Anoka County and along with other municipalities, encourages annual "Recycling Days", which will be held on Saturday, May 6, 2023 and September 9, 2023. The CITY encourages residents to avail themselves of companies who provide recycling services, and makes the names and rates of such companies known by publishing an article in the Ham Laker, a monthly civic newsletter.

A. Evergreen Recycling, LLC, (RECYCLER) licensed by the State of Minnesota to dispose of the following types of refuse: Mattresses and box springs

B. RECYCLER charges the following rates:

- \$150 Trucking fee
- \$35.00/hour – attendant fee (Maximum of 2 attendants)
- \$20.00-\$25.00 per mattress or box spring

C. RECYCLER makes the following warranties:

- 1) The RECYCLER shall indemnify and hold CITY and its employees harmless from all claims, demands, and causes of action of any kind, character, including the cost of defense thereof, resulting from the acts, omissions, of the RECYCLER, of the organization's respective officers, agents, employees, and/or the individuals receiving benefit from the funds or items exchanged relating to the activities conducted.
- 2) RECYCLER is solely responsible for the safe removal of the items listed above in accordance with the Laws of the State of Minnesota. The RECYCLER shall secure and maintain all necessary permits and approvals necessary to process said items. The RECYCLER will provide any necessary Certificates of Insurance displaying liability limits of at least \$600,000 to the CITY prior to start of work. Insurance shall remain in effect at all times and not be materially charged.

D. RECYCLER shall provide to CITY a complete report of the actual tonnage of mattresses and box springs recycled.

E. RECYCLER and CITY are not involved in any relationship of principal and agent, contract or otherwise. CITY has merely introduced RECYCLER to the community, and is not in any way connected to the chain of ownership or possession of any recycled materials. The contractual relationship that will exist is between RECYCLER and the actual owners of the material recycled.

DATED: _____

CITY OF HAM LAKE

DATED: _____

RECYCLER

Recycling Coordinator

Evergreen Recycling, LLC



Estimate

Date	Estimate #
12/29/2022	154

53465 Forest Blvd
Rush City, MN 55069
320-358-3988

Name / Address
Ham Lake

Project

Item	Description	Qty	Rate	Total
mattress	Crib, Twin, Full		20.00	20.00T
mattress	Queen, King		25.00	25.00T
labor	per hour		35.00	35.00T
trucking			150.00	150.00
			Subtotal	\$230.00
			Sales Tax (0.0%)	\$0.00
			Total	\$230.00



MEMORANDUM OF UNDERSTANDING

The City of Ham Lake (CITY), in cooperation with Anoka County and along with other municipalities, encourages annual "Recycling Days", which will be held on Saturday, May 6, 2023 and September 9, 2023. The CITY encourages residents to avail themselves of companies who provide recycling services, and makes the names and rates of such companies known by publishing an article in the Ham Laker, a monthly civic newsletter.

- A. J.R.'s Advanced Recyclers, (RECYCLER) licensed by the State of Minnesota to dispose of the following types of refuse: Propane tanks, tires and appliances which will include, but not limited to refrigerators, freezers, washers, dryers, air conditioners, dehumidifiers, stoves, trash compactors, microwaves, furnaces, and humidifiers. Appliances will be in a square (non-compacted) condition, and not contain food, debris, or other foreign material.
- B. RECYCLER charges the following rates: \$10.00 for each appliance, \$2.00+ for tires and rims, and \$5.00-\$10.00 per propane tank, tendered to the RECYCLER.
- C. RECYCLER makes the following warranties:
 - 1) The RECYCLER shall indemnify and hold CITY and its employees harmless from all claims, demands, and causes of action of any kind, character, including the cost of defense thereof, resulting from the acts, omissions, of the RECYCLER, of the organization's respective officers, agents, employees, and/or the individuals receiving benefit from the funds or items exchanged relating to the activities conducted.
 - 2) RECYCLER is solely responsible for the safe removal of all propane tanks, tires and appliances in accordance with Federal Law and the Laws of the State of Minnesota. The RECYCLER shall secure and maintain all necessary permits and approvals necessary to process said appliances. The RECYCLER will also provide any necessary Certificates of Insurance displaying liability limits of at least \$600,000 to the CITY prior to start of work. Insurance shall remain in effect at all times and not be materially charged.
- D. RECYCLER shall provide to CITY a complete report of the actual tonnage of items recycled, including a breakdown of the tonnage of appliances, tires and rims.
- E. RECYCLER and CITY are not involved in any relationship of principal and agent, contract or otherwise. CITY has merely introduced RECYCLER to the community, and is not in any way connected to the chain of ownership or possession of any recycled materials. The contractual relationship that will exist is between RECYCLER and the actual owners of the material recycled.

DATED: _____

DATED: _____

CITY OF HAM LAKE

RECYCLER

Recycling Coordinator

J.R.'s Advanced Recyclers



10619 Courthouse Blvd., Inver Grove Heights, MN 55077
 Telephone (651) 454-9215 Fax (651) 454-8345 (800) 358-6563
 Website: advancedrecyclers.com e-mail: recycle@jrsappliance.com

SCHEDULING/RESERVATION FORM - STAFFED

Customer/Agency: City of Ham Lake
 Contact Person: Jennifer Bohr Title: Recycling Coordinator
 Phone: 763-434-9555 Fax: 763-434-9599 Cell: —
 Office (Billing) Address: 15344 Central Ave NE
 Collection Site Address: Same
 Collection Date(s): Spring May 16 Fall September 9
 Collection Hours: From 8am - Noon To —
 Fees Collected By: Customer J.R.'S
 Special Instructions/Remarks: —

Services Needed For Event
 (check all that apply)

J.R.'S Emergency Contact
Terry Zeien 612-868-9916

**** There will be a \$50 fuel surcharge billed to the city for each truck**

- Appliances:** \$10/unit including staff. Commercial and gas/ammonia appliance fees will vary
- Electronics:** \$0.50/lb.
- Scrap Metal:** \$105 per hour for off box delivery/pickup. We pay market price for metal collected
- Tires:** See attached price list (Added 2-2-23) JB
- Batteries:** Car batteries free – Call for details.
- Bulbs:** See attached price list
- Propane Tanks:** See attached price list

J.R.'S Appliance Disposal, Inc. (RECYCLER) ensures all items collected will be recycled according to Federal law and the laws of the State of Minnesota. J.R.'S is solely responsible for the safe removal of all PCB's, Mercury, CFC's, Appliance metals, and Other hazardous wastes, The Recycler retains the right to refuse any appliances deemed to be in such compacted or destroyed condition which prevents the proper removal of hazardous wastes and/or refrigerant according to law. The Recycler shall secure and maintain all necessary PERMITS and APPROVALS necessary to handle said items. The Recycler will also provide any necessary CERTIFICATES OF INSURANCE to the Customer, prior to start of work. INSURANCE shall remain in effect at all times and not be materially changed.

Special charges will be agreed to by both parties prior to acceptance by either party. Customers shall pay within 30 days of the invoice date.

The Recycler shall INDEMNIFY and HOLD the Customer and its employees HARMLESS from all claims, demands, and causes of action of any kind, character, including the cost of defense thereof, resulting from the acts, omissions, of the Recycler; of the organization's respective officers, agents, employees, and/or the individuals receiving benefit from the funds or items exchanged relating to the activities conducted under this agreement.

Accepted for Customer: Jennifer Bohr Date: 1-17-2023
 Title: City of Ham Lake Recycling Coordinator
 Accepted for J.R.'S Appliance: Mix Date: 1-16-23
 Title: Sales Manager



10619 Courthouse Blvd., Inver Grove Heights, MN 55077
 Telephone (651) 454-9215 Fax (651) 454-8345 (800) 358-6563
 Website: advancedrecyclers.com e-mail: recycle@jrsappliance.com

Appliances

Air Conditioner	
Compressor	
Dehumidifier	
Dishwasher	
Disposable Refrigerant Tank	
Drinking Fountain	
Dryer	
Freezer	
Furnace	
Garage Door Opener	
Garbage Disposal	
Gas Air Conditioner	
Gas Refrigerator 4' & under	
Gas Refrigerator over 4'	
Humidifier	
Microwave	
Refrigerator	
Stove/Oven	
Trash Compactor	
Vent Hood (free with stove)	
Washing Machine	
Water Cooler	
Water Heater	
Water Softener	
Bulk discounts apply for 10 appliances or more.	

CALL

Electronics

CD Player	\$5.00
Cell Phone	Free
Copier (Small)	\$25.00
Copier (Medium 30-50 lbs)	\$60.00
Copier (Large Over 50 lbs)	\$135.00
Computer/Laptop	\$15.00
Fax Machine	\$20.00
Keyboard & Mouse	Free
Modem (External)	\$10.00
Monitor (CRTs - up to 17")	\$30.00
Monitor (CRTs - 18" and up)	\$35.00
Printer (Small)	\$15.00
Printer (Large/Laser)	\$35.00
Scanner	\$15.00
Small Radio	\$15.00
Stereo Receiver	\$25.00
Stereo (Console)	\$50.00
Telephone	\$3.00
Treadmill	\$25.00
TV (13" & Smaller)	\$25.00
TV (14"-19")	\$30.00
TV (20"-27")	\$35.00
TV (28" and larger)	\$55.00
TV (Console)	\$55.00
TV (Plasma/LCD 4"-20")	\$20.00
TV (Plasma/LCD 21"+)	\$30.00
Typewriter	\$15.00
UPS/Battery Backup	\$25.00
Vacuum Cleaner	\$5.00
VCR/DVD Player	\$5.00
If you have over 20 electronics we charge by the pound. Call for prices!	

Misc. Items

Air Compressors	\$10.00
BBQ Grills	\$10.00
Generators	\$10.00
Metal Desks/Cabinets	CALL
Power Tools	\$5.00
Propane Tanks Under 3'	\$5.00
Propane Tanks Over 3'	\$10.00
Smoke Detectors	\$2.00
Thermostat/Mercury Dvc.	\$0.00
Toner Cartridges	\$2.00

Fluorescents

4 Feet & Smaller	\$0.60
Over 4 foot	\$0.90
Compact	\$0.90
H.I.D	\$1.90
U shape & Circle	\$1.00
Shatter Shield	\$2.40
U.V. Lamps	\$4.35
Broken Bulbs	\$1.60
Neon Bulbs	\$3.60
Ballasts	\$1.50/lb.
Light Fixtures	\$10.00
\$5.00 handling charge added for under 25 bulbs. Boxes available!	

Batteries

Lead-Acid (Cars)	\$5.00
Lead-Acid (Trucks)	\$7.50
Lead-Acid (Commercial)	\$10.00
Alkaline Batteries	\$0.50/lb.
Laptop Batteries	\$2.00
Lithium	\$1.00
Li-Ion	\$2.00
NiCad	\$2.00
NiMH	\$2.00
Lead-Acid battery bins available for large amounts. Call for pricing.	

Lawn & Garden

Chain Saws	\$10.00
Lawn Mower (Push)	\$10.00
Lawn Mower (Rider)	\$25.00
Leaf Blowers	\$10.00
Pressure Washers	\$10.00
Roto Tillers	\$10.00
Snow Blowers	\$10.00
Weed Whackers	\$10.00

Tires

Lawn & Garden	\$3.00
Car	\$6.00
Light Truck	\$6.00
Semi	\$12.00
Tractor	CALL
Charge Per Rim	\$2.00

Commercial Appliances

Chiller
Cooler
Deep Fryer
Dishwasher
Display Case
Dryer
Grill
Ice Machine
Incubator
Liebert
Pop Machine
Prep Tables
Roof-Top Air Conditioner
Vending Machine
Washing Machine
Water Heater (75+ gallons)

CALL

20, 25, 30 & 40 yd Roll-Off Boxes available for Construction & Demolition, Scrap Metal, Electronics & Tires

Pickup charges may apply, please call for quote: (651)454-9215



MEMORANDUM OF UNDERSTANDING

The City of Ham Lake (CITY), in cooperation with Anoka County and along with other municipalities, encourages annual "Recycling Days", which will be held on Saturday, May 6, 2023 and September 9, 2023. The CITY encourages residents to avail themselves of companies who provide recycling services, and makes the names and rates of such companies known by publishing an article in the Ham Laker, a monthly civic newsletter.

A. Recycle Technologies, Inc. (RECYCLER) is licensed by the State of Minnesota to dispose of the following types of materials:

- *Fluorescent Lamps and Electronics – see rate sheet
- *Appliances, Batteries, Electronics, Mattresses, Tires and other items listed on 2023 Event Pricing sheet

*Fluorescent Lamps and Electronics will be collected at events held at City Hall.
All items will be collected at events held at Recycle Technologies, Inc.*

B. RECYCLER charges the following rates:

- \$45.00/hour, per attendant present at recycling events.
- Four attendants maximum at RTI events/two attendants maximum at City events.

C. RECYCLER makes the following warranties:

- 1) The RECYCLER shall indemnify and hold CITY and its employees harmless from all claims, demands, and causes of action of any kind, character, including the cost of defense thereof, resulting from the acts, omissions, of the RECYCLER, of the organization's respective officers, agents, employees, and/or the individuals receiving benefit from the funds or items exchanged relating to the activities conducted.
- 2) RECYCLER is solely responsible for the safe removal of all items listed above accordance with Federal Law and the Laws of the State of Minnesota. The RECYCLER shall secure and maintain all necessary permits and approvals necessary to process said items. The RECYCLER will also provide any necessary Certificates of Insurance displaying liability limits of at least \$600,000 to the CITY prior to start of work. Insurance shall remain in effect at all times and not be materially charged.

D. RECYCLER shall provide to CITY a complete report of the actual tonnage of items received.

C. RECYCLER and CITY are not involved in any relationship of principal and agent, contract or otherwise. CITY has merely introduced RECYCLER to the community, and is not in any way connected to the chain of ownership or possession of any recycled materials. The contractual relationship that will exist is between RECYCLER and the actual owners of the material recycled.

DATED: _____

CITY OF HAM LAKE

DATED: _____

RECYCLER

Recycling Coordinator

Recycle Technologies, Inc.

CITY OF HAM LAKE – 2023 EVENT PRICING

RECYCLE TECHNOLOGIES - MATERIALS ACCEPTED INCLUDE:

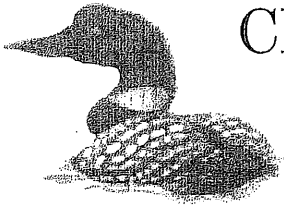
LAMPS	PRICE	
FLUORESCENTS 4' AND UNDER	\$0.50	EACH
FLUORESCENTS 5' AND OVER	\$0.75	EACH
H.I.D.	\$2.50	EACH
COMPACT/CIRCULAR/U SHAPED	\$0.75	EACH
COMPACT LAMPS WITH BASE	\$0.95	EACH
FLUORESCENT LIGHT FIXTURES	\$25.00	EACH
TVs & MONITORS	PRICE	
TVS & MONITORS UP TO 17"	\$20.00	EACH
TVS & MONITORS 18" TO 31"	\$30.00	EACH
TVS & MONITORS 32" AND OVER	\$55.00	EACH
CONSOLE TVS	\$85.00	EACH
REAR PROJECTION TVS	\$85.00	EACH
(Additional \$20.00 each for Broken TVs or CRTS)		
MISC ELECTRONIC ITEMS	PRICE	
TABLETS, SERVERS, CABLES, LAPTOPS & CELL PHONES	FREE	
(If computer or laptop has a hard drive in it, there will be a \$7.00 fee)		
SMALL ITEMS	\$6.00	EACH
(DVD & VCR Players, Stereos, Speakers, Coffee Makers, Record Players, Toasters, Toaster Ovens, Phones, Small Appliances & Video Game Consoles)		
SCANNERS & FAX MACHINES	\$10.00	EACH
ALL -IN-ONE PRINTERS	\$35.00	EACH
RESIDENTIAL INJET PRINTER	\$10.00	EACH
RESIDENTION LASER JET PRINTER	\$35.00	EACH
COMMERCIAL COPIER	\$95.00	EACH
APPLIANCES	PRICE	
APPLIANCES & VACUUM CLEANERS	\$12.00	EACH
WATER HEATERS & WATER SOFTENERS (Must be empty of water & salt)	\$15.00	EACH
WATER HEATERS & WATER SOFTENERS (Not empty of water & salt)	\$25.00	EACH
WINDOW AIR CONDITION UNITS	\$20.00	EACH
HUMIDIFIER & MICROWAVE	\$15.00	EACH
DEHUMIDIFIER	\$23.00	EACH
GROUND NON-COMMERCIAL AIR CONDITIONING UNIT	\$30.00	EACH
BATTERIES	PRICE	
ALKALINE, NICKEL CADMIUM, LITHIUM ION, NICKEL METAL HYDRIDE	\$1.75	POUND
LITHIUM	\$6.75	POUND
SEALED LEAD ACID CAR BATTERIES	FREE	

	PRICE	
OTHER MISC ITEMS	PRICE	
CAR TIRES (IF RIM, ADD @2.25 PER TIRE)	\$7.00	EACH
SUV/TRUCK TIRES (IF RIM, ADD @2.25 PER TIRE)	\$9.00	EACH
MATTRESS & BOX SPRINGS	\$20.00	EACH
KING SIZE MATTRESS / PILLOWTOP / EXTRA THICK	\$25.00	EACH
WALKING TREADMILS	\$40.00	EACH
NON-ELECTRIC EXERCISE EQUIPMENT	\$25.00	EACH
ORGAN	\$150.00	EACH
PLAYER PIANO	\$150.00	EACH
DRY CHEMICAL FIRE EXTINGUISHER	\$30.00	EACH
SMOKE DETECTORS (MUST CONTAIN 1.0 MICROCURIE OR LESS)	\$20.00	EACH
PROPANE TANKS - 1 LB DISPOSABLE (MUST BE EMPTY)	\$6.00	EACH
PROPANE TANKS - 20 LB DISPOSABLE (MUST BE EMPTY)	\$20.00	EACH
PROPANE BBQ GRILLS WITHOUT TANK	\$15.00	EACH
PROPANE BBQ GRILLS WITH TANK	\$35.00	EACH
CHARCOAL GRILLS (Must be clean with all non-metal material removed)	FREE	
SCRAP METAL (Must be clean with all non-metal material removed)	FREE	
SHREDDING	PRICE	
HARD DRIVE SHREDDING	\$5.00	EACH
ONSITE @ GLR PAPER SHREDDING	\$525.00	PER EVENT
LABOR	PRICE	
PER RTI EMPLOYEE	\$45.00	HOURLY

2023 EVENT DATES - SATURDAYS:

- **MARCH 25, 2023 @ RTI**
- **MAY 6, 2023 @ HAM LAKE CITY HALL**
- **JULY 22, 2023 @ RTI (CO-SPONSORED W THE CITY OF ANOKA)**
- **SEPTEMBER 9, 2023 @ HAM LAKE CITY HALL**
- **DECEMBER 2, 2023 @ RTI**

EVENT DROP OFF HOURS ARE 9:00 AM – 12:00 PM



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

ARBOR DAY PROCLAMATION

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and Arbor Day is now observed throughout the nation and the world, and

Whereas, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, the City of Ham Lake, has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree planting practices.

Now therefore, I, Brian Kirkham, Mayor of the City of Ham Lake, do hereby proclaim May 6, 2023 as

Arbor Day

in the City of Ham Lake, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 21st day of February, 2023.

Brian Kirkham
Mayor

Meeting Date: February 21, 2023



**CITY OF HAM LAKE
STAFF REPORT**

To: Mayor and Councilmembers

From: Denise Webster, City Administrator, on behalf of the
Personnel Liaison's

Item/Title/Subject: Street/Parks Maintenance Worker

Introduction/Discussion: As the City continues to grow with new developments, streets and parks, it has become apparent that the Public Works Department workload has increased and there is a need to hire another full-time employee.

Recommendation: The Personnel Committee recommends hiring Matt Schommer (currently a part-time public works employee) as a full-time Streets/Parks Maintenance Workers in the Public Works Department with a comp worth rating of 178 starting at \$24.37/per hour with an effective start date TBD.



CITY OF HAM LAKE

MEMO

To: Mayor and Councilmembers
Denise Webster, City Administrator

From: Andrea Murff, Finance/HR Director

Subject: Approval of the American Rescue Plan Act Funding for Public Works Equipment

Introduction/Discussion:

In March of 2021, the U.S. Congress adopted the American Rescue Plan Act (ARPA). The State of Minnesota received approximately \$377 million to allocate out to its jurisdictions with a population below 50,000. In July 2021, the City requested their \$1.776 million allotment and then was notified in December of 2021 an additional \$58,156.72 of unused funds would be distributed bringing the total amount of ARPA funds to approximately \$1.834 million. The funds can be used for costs after March 3, 2021 and must be obligated to an item by December 31, 2024 and distributed by December 31, 2026.

During the March 21, 2022 Council meeting, a resolution was passed determining the City would be using the Revenue Replacement option to expend the funds. The Revenue Replacement option has a standard allowance of \$10M or less to be used for what the City deems necessary.

As of February 15, 2023 there was approximately \$165,753.70 of unallocated ARPA funds to use. There currently has been \$525,706.09 expended from the ARPA funds with \$1.1M earmarked for the Revolving Street Fund and another \$42,624.00 earmarked for approved Public Works Department Expenditures and Sirens.

Within this round of approvals, Twin Cities Gateway, is requesting a grant in the amount of \$10,000 to help promote tourism and economic activity within the City of Ham Lake and do not have the funding due to the lodging tax still not being at pre-pandemic levels. There is also requests for Public Works Equipment that were not budgeted for in 2023.

The following items could be funded with ARAP funding:

Twin Cities Gateway Grant	10,000.00
MN Petroleum - Replace spill container	10,500.00
Air Condition Recharger Recovery Unit	3,600.00
Portable Battery Jumper	235.00
Dump Truck Braces	1,000.00
Tool Box	8,300.00
Vehicle Maintenance Tracker and Scanner	9,300.00
Total	42,935.00

The approval of these items would bring the amount of unallocated ARPA funds to \$122,818.70.

Recommendation:

Approval of the Resolution to allocate \$42,935 of ARPA funding for a grant to Twin Cities Gateway, replacement of spill containers, an air condition recharger recovery unit, portable battery jumper, dump truck braces, a tool box, and a vehicle maintenance tracker and scanner.

RESOLUTION NO. 23-XX

CITY OF HAM LAKE

RESOLUTION APPROVING AMERICAN RESCUE PLAN ACT FUNDS FOR PUBLIC WORKS EQUIPMENT

WHEREAS, the City of Ham Lake slated to receive a total of \$1.834M in American Rescue Plan Act (ARPA) Funding,

WHEREAS, on March 21, 2022, City Council approved to use the Revenue Replacement option for expending the funds and procedures for approving expenditures,

NOW, THEREFORE, BE IT RESOLVED that the City of Ham Lake allocates \$42,935 for the following items:

Twin Cities Gateway Grant	10,000.00
MN Petroleum - Replace spill container	10,500.00
Air Condition Recharger Recovery Unit	3,600.00
Portable Battery Jumper	235.00
Dump Truck Braces	1,000.00
Tool Box	8,300.00
Vehicle Maintenance Tracker and Scanner	9,300.00
Total	42,935.00

Adopted by the City Council of the City of Ham Lake this 21st day of February, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk

Dear Mayor Kirkham, City Council, City Staff

I am requesting a \$10,000 ARPA grant on behalf of the Twin Cities Gateway

As you know, Twin Cities Gateway is the regional convention & visitors bureau representing the City of Ham Lake and nine other north metro communities, including: Anoka, Arden Hills, Blaine, Coon Rapids, Fridley, Lino Lakes, Mounds View, New Brighton, and Shoreview. Our organization is funded entirely by the local option lodging tax which is collected by the lodging properties located within our member cities. These funds, in turn, are utilized to market and promote the Twin Cities Gateway destination area to generate more visitation into and throughout, as well as to support events and attract tournaments for our member cities. This visitation leads to economic impact in our member cities as people dine, shop and seek entertainment in the area.

Ham Lake's lodging has still not returned to the occupancy numbers that existed before pre-covid levels as have the other cities in the Twin Cities Gateway. Numbers have climbed since the covid restriction, but still our lagging behind 2019 pre-covid numbers.

I would like to you use the ARPA money requested to be solely used on the promotion of Ham Lake in our marketing campaigns and social media platforms. As a 21-year resident of Ham Lake, I know what visitors would love to see and do in the area. We have plenty to offer visitors from a winery, top notch golf courses, excellent restaurants, fun festivals and a great park system for starters. On the sports side, we can promote our great ball fields that attract many local, regional and national softball and baseball tournament. There is so much to see and do in Ham Lake that we can promote to those looking for a great place to visit.

Twin Cities Gateway's city grant program has donated over \$50,000 since its inception to the city of Ham Lake to be used for its fine festivals. Twin Cities Gateway has also used regional grant funds to help the Snow Bowl and Freedom Fest's special events get rolling from the starting line.

I appreciate you considering this request and would be happy to answer any questions in regards to my ask. As always, appreciate all you do for the great city I get to call home.

Sincerely,

Al Stauffacher

Twin Cities Gateway President



"Service After The Sale"

Minnesota Petroleum Service, Inc.
 682 39th Ave NE
 Minneapolis, MN 55421
 763-780-5191 F:763-780-5472

www.mnpetro.com

mblazevic@mnpetro.com

To: John Witkowski
 15544 Central Avenue NE. Ham Lake, MN 55304
 City of Ham Lake - Public Works

Quote #:
 Date: 10-Feb-2023

DESCRIPTION	QTY	PRICE	AMOUNT
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SCOPE:

MATERIALS:

EBW Straight Drop Tubes	2	\$558.00	\$1,116.00
OPW 18" Manhole	2	\$386.00	\$772.00
OPW 5 Gallon Grade Level Spill Container	2	\$883.00	\$1,766.00
Misc. Risers. Caps. Adapters.	1	\$786.00	\$786.00
			\$0.00
Materials Subtotal:			\$4,440.00
Materials Tax: 7.125%			\$316.35
Labor/MPS: Excavate by hand as necessary to replace (2) existing spill containers as well as ATG riser on diesel tank. Install new straight droptubes. Hydro test spill containers.	1	\$2,112.00	\$2,112.00
Labor/Demo: Bobcat. Breaker. Saw. Sawcut and demo (1) existing tank pad. Remove Debris and haul away. Grade for new concrete pad.	1	\$1,055.00	\$1,055.00
Labor/Concrete: Pour back new concrete pad with fiber mesh reinforcement. Standard Broom Finish.	1	\$2,396.00	\$2,396.00
Mobilization	1	\$250.00	\$250.00

Total For the above:

\$10,569.35

EXCLUSIONS: Unmarked public utility repairs. Private Utility Repairs Including but not limited to sprinkler lines and heads, conduits, wiring, private utility lines. Shoring. Dewatering. Permits. Electrical. Environmental testing/sampling. Contaminated Soils. Asphalt. Excavation (other than listed). Winter Conditions. Demo (other than listed). Concrete (other than listed). Landscaping restoration. Electrical repairs. **Any other work and material.**

Please remit deposit to:

Minnesota Petroleum Service, Inc.
682 39th Ave NE
Minneapolis, MN 55421

Please email signed and accepted quote to:

Mick Blazevic - mblazevic@mnpetro.com



QUOTE

80078861

SOURCE POS

REMIT TO:

FLEETPRIDE
PO BOX 847118
DALLAS TX 75284-7118
(361) 883-4358

WWW.FLEETPRIDE.COM

ROSEVILLE MN 2785 LONG LAKE RD (651) 636-4311

STORE NO. 570	SHIP LOC. RSV	INVOICE TYPE CHARGE SALE	INVOICE DATE 10/05/22	INVOICE NUMBER 80078861
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SOLD TO CITY OF HAM LAKE
15544 CENTRAL AVE NE
HAM LAKE MN 55304-5609
(763)-434-9555

SHIP TO QQQ U U 000 TTTT EEEE
Q Q U U O O T E
Q Q U U O O T EEEE
Q Q U U O O T E
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CHECK NO.	SHIPPER NAME	ORIG. INVOICE NO.	FREIGHT	BILL OF LADING WILL CALL	TERMS NET 30
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PURCHASE ORDER NO.	REQUISITION/JOB NUMBER	ORDERED BY	ACCOUNT 504574	SALESMAN 509
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QUANTITY	MFG. CODE	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
1	9022	COMMANDER 1000	SEMI-AUTO R134A RRR MACHINE (EA)	3,517.79	3,517.79
MEMO **NO Freight on Filter Orders. Loop *MEMO* Truck or Stock Orders *MEMO* from baldwin if needed. Only use *MEMO* Freight if authorized by *MEMO* Cory.					
				BALANCE DUE	\$3,517.79

Parts & Service	Freight	Taxes
\$3,517.79	\$.00	\$.00

Terms and Conditions: By entering into a transaction with us you agree that the transaction is governed by our Terms and Conditions of Sale ("Terms") No variation to the Terms shall be effective unless expressly agreed in writing and signed by a person with authority. Parts are subject to the manufacturer's warranty and labor is warranted against defects in materials or workmanship for 90 days. WE MAKE NO OTHER WARRANTY, EXPRESS OR IMPLIED INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Damages for breach of any warranty are limited to the money received for the parts/labor. For additional information, go to <https://www.fleetpride.com/sale-terms-conditions/>

It is agreed that payment of the cash price is due within the terms stated above. A SERVICE CHARGE OF 1.5% per month (18% PER ANNUM) shall be due upon the amount of any charge which has not been paid when due. PLEASE PAY FROM THIS INVOICE.

CORES MUST BE RETURNED WITHIN 60 DAYS TO BE ELIGIBLE FOR CREDIT.

509 RSV RSV_DB SGAONA 10/05/22 15.10.26

All Claims and returned goods MUST be accompanied by this bill.

*



MJS660

JUMP-N-CARRY 1,700 PEAK AMP 12V JUMP STARTER

☆☆☆☆

~~\$324.95~~

\$235.00

Details

1,700 peak amps; 425 cranking amps

Designed to provide extremely high power output, extended cranking power and a long service life

Heavy-duty, #2 AWG, copper insulated, 46" reach cables enables it to reach the starting points on vehicles of all shapes and sizes

Features fully automatic, built-in charger for its on-board battery

This allows for the unit to be left plugged in, meaning your jump starter is in an always ready state

Heavy-duty case impervious to shop fluids is designed to withstand the rigors of everyday professional use

DC outlet to power 12V accessories; DC input to recharge internal battery

Voltmeter provides charge status of onboard battery

Coupon for out-of-warranty service

Specification

Charging Cord Included : No

Color (Matco Standard) : Blue

Packed In : None

Type (Jump Starter/Charger) : Jump Starter

Weight : 18lbs.

Peak Amps : 1700

Cranking Amps : 425

Cable Length : 48"

Cable Gauge : 2

Digital Display : No

Light On Unit : Yes

Jumper Cord Included : Yes

Product Weight : 18lbs.



Back to top ↑

Support



MEGAJUMP2A

LITHIUM POWERED JUMP STARTER

★★★★★

\$499.95

Details

VERSATILE, PORTABLE POWER. Vehicle jump starting and device charging capabilities for all of your portable power needs

SECURE SAFETY FEATURES. Fire resistant housing with reverse polarity, short circuit, overcharge, over temperature and over discharge protection

MULTIPLE JUMP STARTS ON A SINGLE CHARGE. Designed to jump start cars, trucks, motorcycles, boats, ATV's and more

SEE THE JOB. Built-in LED work light with 131 Lumens and LED Flash light with 38 Lumens

IMPROVED STARTING CAPACITY. 1300 Amp In Rush Power for quick and easy jump starts

QUICK CHARGING CAPABILITIES. Safely charge all of your electronic devices, phones and tablets

BUILT TO LAST. Strength to tackle all future jobs with 6 gauge battery cables with heavy duty clamps

PACKED WITH FEATURES. Includes multi-functional 3W LED worklight, flashlight, quick charge USB outlet, quick charge USB inlet, standard USB outlet, and DC accessory outlet

Specification

Charging Cord Included : Yes

Color (Matco Standard) : Black,Burgundy

Type (Jump Starter/Charger) : Jump Starter

Weight : 5.75lbs.

Cranking Amps : 920

Cold Cranking Amps : 920

Cable Length : 14.5"

Cable Gauge : 6

Digital Display : YES

Light On Unit : Yes

Jumper Cord Included : Yes

Product Weight : 5.75oz.



Search...

GO

(/topic/shipping/)

See Our Shipping Policy Here



Same Day Shipping Available!
(/topic/shipping/)

Jacks and Lifting Equipment (/category/1/jacks-and-lifting-equipment) → Dump Bed Braces (/category/846/dump-bed-braces) → Emerson Wedge Locks - Dump Bed Props - 16-1/2"

Emerson Wedge Locks - Dump Bed Props - 16-1/2"



Part Number: WL-10

Price: \$965.00

Quantity

1

ADD TO CART

Item Usually Ships in 3-4 Weeks ?

Description

Use the Emerson Wedge Locks to safely lock up the bodies of beds on Dump trucks, Roll-Offs, and Trash trucks. Tested and Certified

- Length: Top & Bottom channel 12"
- Flat width: (Where the Wedge sets on the truck frame) 4 3/4"
- Overall Height: 17 1/2"
- Height: (From flat of bottom channel to flat of top channel) 16 1/2"

**YOUR LOGO
HERE**

QUOTE

Harbor Freight

Company Slogan

INVOICE # NO.
DATE: DATE

Street Address, City, ST ZIP Code
Phone Phone Fax Fax
Email

EXPIRATION DATE DATE

TO Contact Name
Company Name
Street Address
City, ST ZIP Code
Phone
Customer ID No.

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
		Due on receipt	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Icon 73in x25 roll cab	3,500	3,500
1	Icon 73in hutch	1,400	1,400
2	28in end locker	1,700	3,400

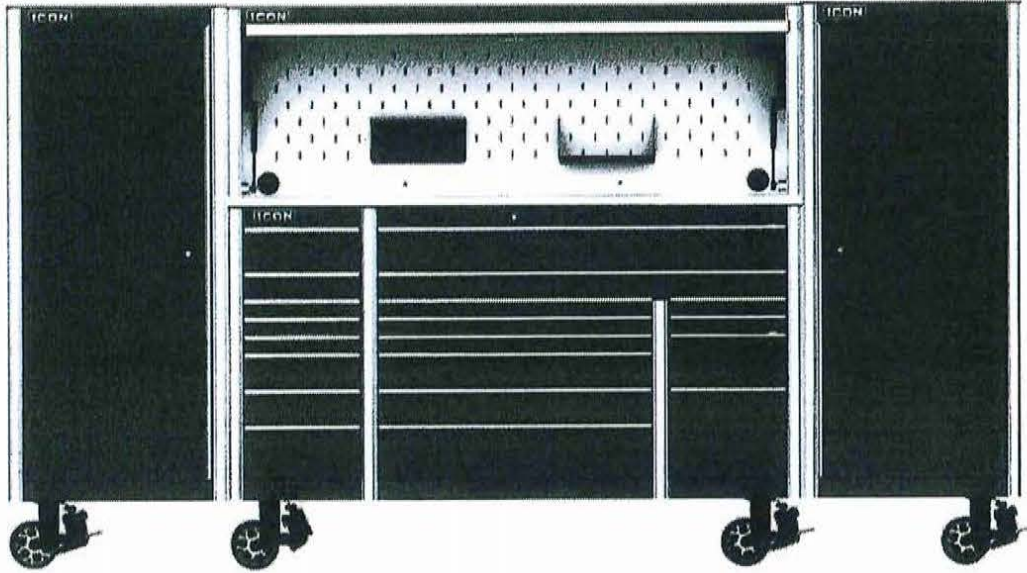
SUBTOTAL	8,300
SALES TAX	
TOTAL	

Quotation prepared by: _____

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!





007-001-0000080068813



QUOTE
80068813

SOURCE POS

REMIT TO:
FLEETPRIDE
PO BOX 847118
DALLAS TX 75284-7118

WWW.FLEETPRIDE.COM

ROSEVILLE MN 2785 LONG LAKE RD (651) 636-4311

STORE NO. 570	SHIP LOC. RSV	INVOICE TYPE CHARGE SALE	QUOTE	INVOICE DATE 09/22/22	INVOICE NUMBER 80068813
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SOLD TO CITY OF HAM LAKE
15544 CENTRAL AVE NE
HAM LAKE MN 55304-5609
(763)-434-9555

SHIP TO QQQ U U OOO TTTT EEEE
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CHECK NO.	SHIPPER NAME	ORIG. INVOICE NO.	FREIGHT	BILL OF LADING WILL CALL	TERMS NET 30
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PURCHASE ORDER NO.	REQUISITION/JOB NUMBER	ORDERED BY	ACCOUNT 504574	SALESMAN 509
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QUANTITY ORD.	SHIPPED	MFG. CODE	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
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NOTE Jaltest Quote for Juan						
1	1	9090	COJ10V9	JALTEST CV KIT AND INFO V9 (EA)	7,405.00	7,405.00
1	1	9090	29427	INFO ONLINE YEARLY (EA)	795.00	795.00
1	1	9090	29053	CV ONE YEAR LICENSE OF USE (EA)	1,085.00	1,085.00

MEMO **NO Freight on Filter Orders. Loop
MEMO Truck or Stock Orders

MEMO from baldwin if needed. Only use
MEMO Freight if authorized by

MEMO Cory.



INTRODUCING eCASH REWARDS
Add 1% to your bottom line for eligible online purchases.*
SIGN UP FOR eCASH AT FLEETPRIDE.COM TODAY!
*Restrictions apply See terms & conditions for details.

BALANCE DUE **\$9,285.00**

Parts & Service	Freight	Taxes
\$9,285.00	\$.00	\$.00

Terms and Conditions: By entering into a transaction with us you agree that the transaction is governed by our Terms and Conditions of Sale ("Terms"). No variation to the Terms shall be effective unless expressly agreed in writing and signed by a person with authority. Parts are subject to the manufacturer's warranty and labor is warranted against defects in materials or workmanship for 90 days. WE MAKE NO OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Damages for breach of any warranty are limited to the money received for the parts/labor. For additional information, go to <https://www.fleetpride.com/sale-terms-conditions/>

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CORES MUST BE RETURNED WITHIN 60 DAYS TO BE ELIGIBLE FOR CREDIT.

509 RSV RSV_D25X JMAKELA 09/22/22 12.25.55

All Claims and returned goods MUST be accompanied by this bill.

RECEIVED BY _____

RECEIVED DATE _____

**CITY OF HAM LAKE
ROAD COMMITTEE NOTES
FEBRUARY 6, 2023**


The Road Committee met on Monday, February 6, 2023 at 5:30 p.m. Present were Councilmember Gary Kirkeide; Councilmember Jim Doyle; City Engineer Tom Collins; City Engineer Dave Krugler; City Administrator Denise Webster; Deputy City Clerk Dawnette Shimek; and Public Works Superintendent John Witkowski. Jeff Wunderlich from North Valley Paving was also present.

Jeff Wunderlich, North Valley Paving, was present to discuss his dissatisfaction of the process of how contractors are paid. The process will be reviewed by RFC Engineering.

Engineer Collins stated that with the planned construction of the Crosstown Shopping Center the City can better utilize the Municipal State Aid (MSA) available mileage. Engineer Collins stated that the City currently has .40 miles of roadway available that can be designated for MSA streets. Discussion followed regarding revoking 0.67 miles of MSA Non-Existing roadway and designating a total of 0.98 miles of roadway. After incorporating all design changes there will be 0.09 miles of MSA designation remaining. *This will be placed on the February 21, 2023 City Council agenda for approval.*



Memorandum

Date: February 6, 2023
To: Road Committee
From: David Krugler, City Engineer 
Subject: Municipal State Aid (MSA) street designations

Introduction:

The City currently has 0.40 miles available that can be designated as MSA streets.

Discussion:

Maximizing streets that are designated as MSA increases the construction needs portion of the state aid funds annual allotment. With the planned construction of the Crosstown Shopping Center, the following is a summary to utilize the majority of the available mileage.

Revoke the MSA designation from the following:

- 181st Avenue from Chisholm Street to Central Avenue (0.16 miles)
 - Chisholm Street from 176th Lane to 181st Avenue (0.51 miles)
- Total (0.67 miles)

Designate the following as MSA streets:

- 175th Lane from Central Avenue to Chisholm Street (0.13 miles)
 - 176th Lane from Central Avenue to Chisholm Street (0.09 miles)
 - 177th Avenue from Trunk Highway 65 to Central Avenue (0.08 miles)
 - Baltimore Street from 177th Avenue to 181st Avenue (0.44 miles)
 - Central Avenue from 175th Lane to 176th Lane (0.20 miles)
 - Central Avenue from 176th Lane to 177th Avenue (0.04 miles)
- Total (0.98 miles)

Recommendation:

Recommend that adoption of the attached Resolution revoking and designating streets as Municipal State Aid routes. This will reduce the mileage available to designate as MSA from 0.40 to 0.09 miles.

RESOLUTION NO. 23-XX

RESOLUTION ESTABLISHING MUNICIPAL STATE AID STREETS

WHEREAS, it appears to the City Council of the City of Ham Lake that the streets hereinafter described would be designated Municipal State Aid Streets under the provisions of Minnesota Laws of 1967 Chapter 162:

WHEREAS, the City of Ham Lake has 0.40 miles available to designate as Municipal State Aid Streets,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake that the roads described as follows, to wit:

181st Avenue from Chisholm Street to Central Avenue (0.16 miles)
Chisholm Street from 176th Lane to 181st Avenue (0.51 miles)
Total (0.67 miles)

be and hereby are revoked as being Municipal State Aid Streets of Ham Lake, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake that the roads described as follows, to wit:

175th Lane from Central Avenue to Chisholm Street (0.13 miles)
176th Lane from Central Avenue to Chisholm Street (0.09 miles)
177th Avenue from Trunk Highway 65 to Central Avenue (0.08 miles)
Central Avenue from 175th Lane to 176th Lane (0.20 miles)
Central Avenue from 176th Lane to 177th Avenue (0.04 miles)
Baltimore Street from 177th Avenue to 181st Avenue (0.44 miles)
Total (0.98 miles)

be and hereby are established, located and designated Municipal State Aid Streets of Ham Lake, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized and directed to forward two certified copies of this Resolution to the Commissioner of Transportation for consideration, that upon approval of the designation of said roads or portions thereof, that the designated roads be constructed, improved and maintained as Municipal State Aid Streets of the City of Ham Lake, to be numbered and known as Municipal State Aid Streets.

Adopted by unanimous vote of the Ham Lake City Council this 21st day of February, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk

TO: Tom Collins
Ham Lake City Engineer

FROM: William Lanoux
Manager, Municipal State Aid Needs Unit

DATE: February 10, 2023

SUBJECT: Municipal State Aid Revocations & Designations (no paybacks)

The following Municipal State Aid Street revocations will be approved when the *City Council resolution* has been received.

Part of MSAS 110: 181st Avenue (non-existing route)- Baltimore Street to Chisholm Street (0.16 miles)

Part of MSAS 119: Chisholm Street (non-existing route)- Chisholm Street to 181st Avenue (0.51 miles)

The following Municipal State Aid Street designations will be approved when the *City Council resolution* has been received.

Extension of MSAS 119: Chisholm Street NE (aka future 176th Lane)- from Central Avenue NE, thence easterly on Chisholm Street to a point on southbound Chisholm Street that is currently designated MSAS #119 (0.09 miles)

MSAS 135: 177th Avenue NE / Central Avenue NE / 175th Lane NE- from Trunk Hwy 65 to the junction of 175th Lane NE & Chisholm Street NE (0.45 miles)

MSAS 136: Non-existing route to be known as Central Avenue NE or Baltimore Street- from 177th Avenue NE to 181st Avenue NE (0.44 non-existing miles)

Needs Update Comments:

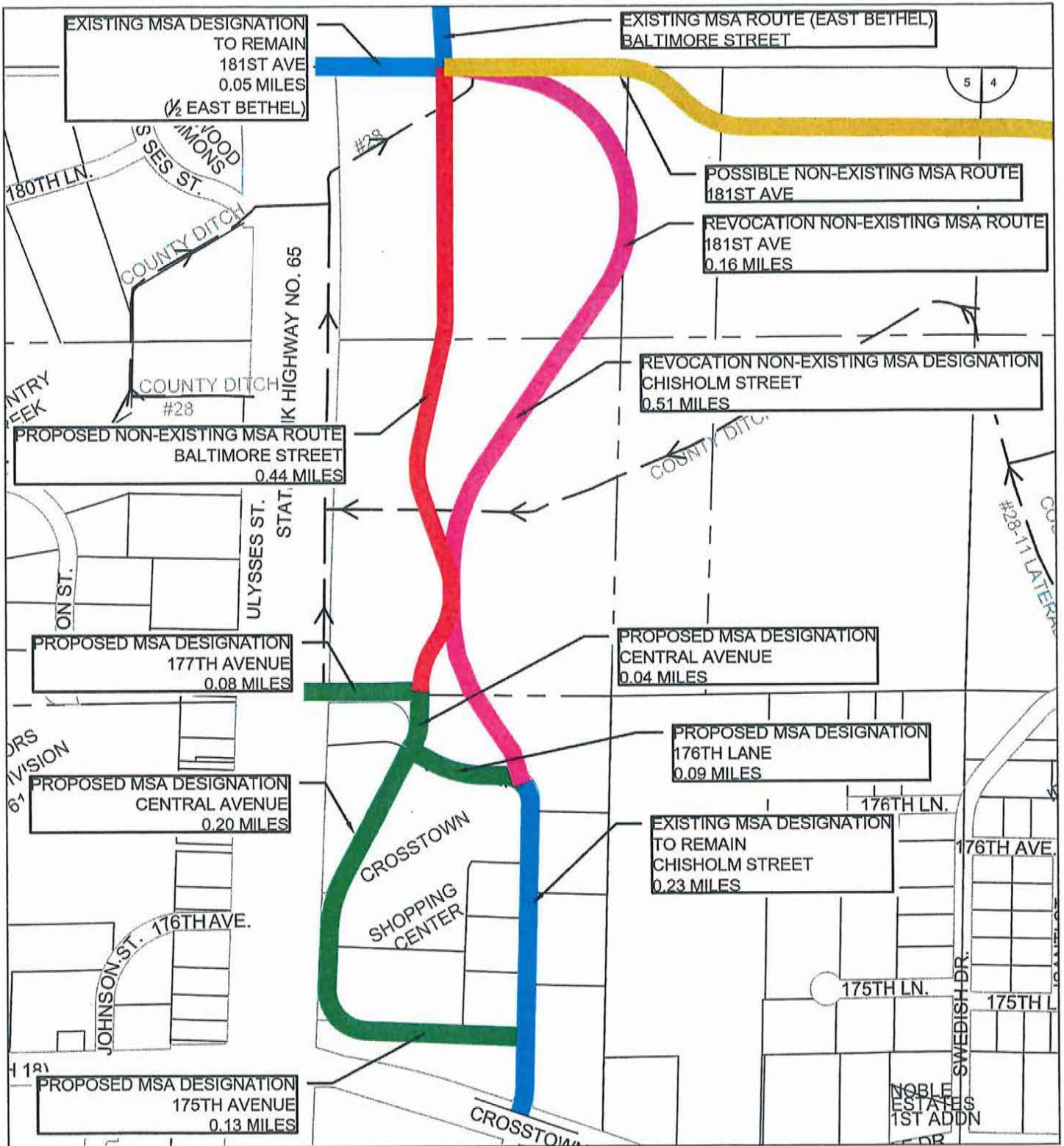
Routes can receive Needs and be used in the calculation of your 2024 allotment. Include this revision with your 2023 spring Needs update.

Certification of Mileage Update Comments:

You can include these revisions on the *2023 Annual Certification of Mileage* that is due in January 2024.

	Available Mileage	0.40	2022 Certified Mileage
+	Revoked Mileage	0.67	
-	Designated Mileage	0.98	
	Remaining Available Mileage	0.09	

If you have any questions, contact your DSAE or Bill Lanoux at (651) 366-3817 for instructions.



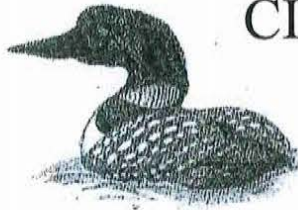
Sheet Title
STATE AID PROPOSED DESIGNATION

Date
 2/14/23

Scale
 1" = 500'

Project
**2205
 CROSSTOWN SHOPPING CENTER ROAD RECONSTRUCTION**

13635 Johnson Street
 Ham Lake, MN 55304
 Telephone (763) 862-8000
 Fax (763) 862-8042



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION MINUTES MONDAY, FEBRUARY 13, 2023

The Ham Lake Planning Commission met for its regular meeting on Monday, February 13, 2023 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Commissioners Kyle Lejonvarn, Jeff Entsminger, Scott Heaton, Jonathan Fisher, Dave Ringler and Erin Dixson

MEMBERS ABSENT: Chair Brian Pogalz

OTHERS PRESENT: City Engineer Dave Krugler, Building and Zoning Official, Mark Jones and Building and Zoning Clerk Jennifer Bohr

CALL TO ORDER: Vice Chair Dixson called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Lejonvarn, seconded by Ringler, to approve the minutes of the January 23, 2023 Planning Commission meeting as written. All present in favor, motion carried.

NEW BUSINESS:

Kevin Hentges, Hentges Turf Farm, Inc., requesting Sketch Plan approval for the Hentges Addition Minor Plat (2 lots) in Sections 15 and 22

Mr. Jason Rud, of E.G. Rud and Sons, Inc. was present on behalf of the applicant. Mr. Rud stated this property consists of two tracts of land; a minor plat is being proposed to divide family assets. Mr. Rud stated the existing home is being split off from the turf farm for Mr. Kevin Hentges' sister. Mr. Rud stated City Staff has been providing direction throughout the platting process and the reports included in the packet address issues that have arisen. Vice Chair Dixson asked Engineer Krugler to comment. Engineer Krugler stated there has been discussion about razing some of the buildings to meet the 100-foot distance requirements between the farm buildings and dwelling unit; the current orientation and westerly lot line of Lot 2 meets the distance requirements of 9-370,7; an accessory building within the westerly 10-foot drainage and utility easement of Lot 2 will be removed. Engineer Krugler stated due to this being a minor plat, there is not a requirement to upgrade Naples Street NE or 155th Avenue NE. Engineer Krugler stated Coon Creek Watershed District approval is needed, a \$200 drainage fund contribution

per lot is needed and Public Works Superintendent Witkowski recommends accepting money in lieu of parkland. Vice Chair Dixon asked Building and Zoning Official Jones to comment. Building and Zoning Official Jones stated the current orientation of Lot 2 is being proposed, per a request by the applicant, to meet distance requirements between the farm buildings and the dwelling unit; the existing house has an egress entry on the south side of the house which allows it to be considered the front entry; the front entry parallels 155th Avenue NE and will require a change of address. (Per Articles 11-411.2.C and 11-820.) Building and Zoning Official Jones stated a re-designation of the front yard was needed in order to meet Code requirements with this subdivision request. **Motion by Entsminger, seconded by Lejonvarn, to recommend approval of the Sketch Plan presented by Kevin Hentges, Hentges Turf Farm, Inc., for Hentges Addition Minor Plat (2 lots) in Sections 15 and 22 subject to removing the structure from within the proposed easement on Lot 2, obtaining required demolition and building permits, designating the south side of the existing dwelling unit on Lot 2 as the primary Means of Egress and changing the address, maintaining an unobstructed primary egress, bringing all buildings, the well and the septic system into compliance including bringing the septic system for Lot 2 into compliance within ninety days from the date the final plat is recorded, paying a \$200/lot drainage fee, accepting money of \$2500/lot in lieu of park land, meeting the recommendations of the City Engineer and Building and Zoning Official, and meeting all City, State and County requirements. All present in favor, motion carried. *This application will be placed on the City Council's Tuesday, February 21, 2023 agenda.***

COMMISSION BUSINESS:

City Council Update

Vice Chair Dixon informed the Commissioners that the City Council concurred with the recommendation to approve the commercial site plan/building permit request for Northland Mfg. Inc. at 17808 Central Avenue NE. There will not be a Planning Commissioner present at the February 21, 2023 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Fisher, to adjourn the Planning Commission meeting at 6:08 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION AGENDA MONDAY, FEBRUARY 13, 2023

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: January 23, 2023

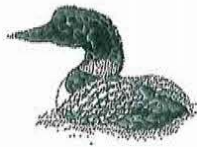
PUBLIC HEARINGS: None

NEW BUSINESS:

1. Kevin Hentges, Hentges Turf Farm, Inc., requesting Sketch Plan approval for the Hentges Addition Minor Plat (2 lots) in Sections 15 and 22.

COMMISSION BUSINESS:

1. City Council Update



CITY OF HAM LAKE

PLANNING REQUEST

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application 1-24-23

Date of Receipt 1-24-23
Receipt # 95238

Meeting Appearance Dates:

Planning Commission 2-13-23

City Council 2-21-23

Please check request(s):

- Metes & Bounds Conveyance
- Sketch Plan
- Preliminary Plat Approval*
- Final Plat Approval
- Rezoning*
- Multiple Dog License*

- Commercial Building Site
- Certificate of Occupancy
- Home Occupation Permit
- Conditional Use Permit (New)*
- Conditional Use Permit (Renewal)
- Other

***NOTE: Advisory Signage is required for land use alterations and future road connections. This application also requires a Public Hearing. Such fees shall be deducted from deposit.**

Development/Business Name: HENTGES TURF FARM, INC./ HENTGES ADDITION

Address/Location of property: 15610 Naples Street NE, Ham Lake, MN

Legal Description of property: Prt NE 1/4, Sec 22, and the SE 1/4, Sec. 15, T. 32, R. 23, Anoka County

PIN # 15-32-23-44-0003 and 22-32-23-11-0004 Current Zoning R-A Proposed Zoning R-A + R-1

Notes: REQUESTING CONSIDERATION OF A SKETCH PLAN.

Applicant's Name: KEVIN HENTGES

Business Name: HENTGES TURF FARM, INC.

Address 15421 RENDOVA STREET NE

City HAM LAKE State MN Zip Code 55304

Phone _____ Cell Phone 612-369-6371 Fax _____

Email address hentgesturf@aol.com

You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required items have been received by the City of Ham Lake.

SIGNATURE [Signature] DATE 1-24-23

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission 2-13-2023
City Council _____

PROPERTY TAXES CURRENT YES NO

Memorandum

Date: February 8, 2023
To: Planning Commissioners
From: Tom Collins, City Engineer *TPC*
Subject: Hentges Addition Sketch Plan

Introduction:

The Sketch Plan proposes to subdivide the 71.1-acre 15610 Naples Street / 22-32-23-11-0004 and 15-32-23-44-0003 parcels (<https://gis.anokacountymn.gov/propertysearch/?find=22-32-23-11-0004> and <https://gis.anokacountymn.gov/propertysearch/?find=15-32-23-44-0003>) into two lots. The parcel is zoned Rural Single Family Residential (R-A). Proposed 65.67-acre Lot 1 will remain R-A, and proposed 5.43-acre Lot 2 will be rezoned to single family residential (R-1). A 1,000-scale zoning map, two 400 scale half-section maps and a 300 scale aerial photo are attached.

Discussion:

The proposed subdivision falls under the Minor Plat portion of City Code Section 10-101. Consideration of approving both the preliminary and final plat will be before the Planning Commission at the same meeting, following the public hearing. Easement dedication will be required around the perimeter of each proposed parcel, along with easement dedication over County Ditch. Per correspondence with Public Works Superintendent John Witkowski, it is recommended that parkland dedication fees be collected rather than the dedication of parkland or trail easement. Because the minor plat is utilizing the existing infrastructure, and no construction is required other than individual lot development, a Development Agreement will not be required. The developer will need to pay a \$200 drainage fund contribution along with a \$2,500 parkland dedication fee for both lots.

The existing house is located on proposed Lot 2, and will remain. An existing accessory building that is located in the westerly 10-foot wide drainage and utility easement will be removed. A demolition permit will need to be approved by the Building Official. The existing septic system for the existing house is located on proposed Lot 1, and will be abandoned per MPCA requirements.

Code requires that the front of the house provides the primary means of egress. There is egress on the south side of the existing house, so that will be considered the primary means of egress. This will allow 155th Avenue to be the front yard, so that the side yard setback will be on the east and west sides of proposed Lot 2. The orientation of Lot 2, and removal of the existing building in the drainage and utility easement, are proposed to meet setback requirements. The primary means of egress must be unobstructed, so a garage cannot be added on to the south that obstructs the primary access. The City will assign an address to 155th Avenue, and it is anticipated that the postmaster will require that the mailbox be relocated to 155th Avenue.

Lot 1 includes a proposed Naples Street driveway for access to the agricultural buildings and a proposed 155th Avenue driveway for the proposed house. Neither of these roads are paved, and 10-101 does not require that the existing driveway access a paved road. Future submittals will show that portion of the driveway that is to be removed that crosses between Lot 1 and Lot 2.

There are four existing buildings on proposed Lot 1. The size of Proposed Lot 1 exceeds 10-acres, and 9-370 allows for deviations from the Code. Per discussion with the Building Official, it is recommended that the accessory buildings be allowed to remain. The southeasterly Lot 1 agricultural building meets the 100-foot setback per 9-370.7 of Code.

The Sketch Plan shows the location, surface elevation and mottling elevation of five septic soil borings on each proposed lot. The soil borings verify that there is 7,500 square feet of area for primary and secondary septic systems for each. The existing Lot 2 shallow well will be sealed, which is required before the septic system is installed.

Coon Creek Watershed District (CCWD) approval is required. The CCWD will determine the need for a DNR Natural Heritage Information System data review determining whether any state-protected species may be located within the Minor Subdivision boundary, based on CCWD data. The northwesterly portion of the parcel is designated as FEMA Zone A, which represents an approximation of the 100-year flood elevation. The Zone A boundary is shown on the Sketch Plan. The parcels are not located within any of the 20 natural resource clusters identified in the Anoka Conservation District's April 2008 Natural Resources Inventory and Assessment (NRIA). The NRIA is Appendix S of the Storm Water Pollution Prevention Plan.

Recommendations:

It is recommended that the Sketch Plan be recommended for approval. Subsequent plans will include information on the proposed Lot 1 house – 10,000 square foot minimum building pad, 12,000 square foot minimum yard area, garage floor elevation, low floor elevation, driveway/slope and proposed contours and show the extent of paving of existing and proposed driveway.

Meeting Date: February 7, 2023

CITY OF HAM LAKE
STAFF REPORT

To: Members of the Planning Commission

From: Mark Jones, Building Official

Subject: Hentges Addition, Minor Plat Sketch Plan

Introduction/Discussion:

Mr. Kevin Hentges has submitted a request proposing subdivision of land into two lots, a Minor Plat per 10-101 of City Code. The property has five existing farm buildings (agricultural buildings) and a dwelling unit which currently have an address off Naples Street NE. The existing septic for the dwelling unit is located on proseed Lot 1, and will need to be abandoned and relocated on Lot 2 for the existing dwelling. Per Article 9-370.7, farm buildings need to meet a 100-foot setback from any property line. In order to meet the setback requirement, the Hentges' are proposing that the south side of the dwelling unit be considered the front yard and the removal of one farm building. This would require an address change. Per city code, Article 11-411.2.C, all single-family dwellings shall be placed so that the apparent entrance, or front of the home, faces or parallels the principal street frontage. Also, per Article 11-820, all properties or parcels of land within the City of Ham Lake shall hereafter be identified by reference to the Uniform Numbering System adopted herein. Each principal building shall bear the number assigned to the frontage on which the front entrance is located. The existing dwellings has a Means of Egress that would meet both state building and city code requirements for frontage and egress. Per Table 10-1, for corner lots, the lot owner, at the time of application for the first building permit on the lot, may choose which of the non-road frontage lot lines shall be considered the side yard and which shall be the rear yard, regardless of which road provides the driveway access. Once this selection is made, this choice shall apply to all future building permits on this lot. For corner lots abutting two streets, both street lines shall be considered front yard, not side yard, lot lines for purposes of applying the setback requirements. Even though it was determined that the front of the dwelling unit would face Naples, and be addressed off of Naples, when the dwelling unit was built (the first building permit), the request to subdivide the property, and meet code requirements, are prompting the need to re-designate the front yard in this case. The address for Lot 2 would change to 3379 155th Avenue NE to be in compliance with city code.

Recommendation:

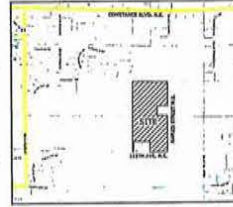
I recommend approval of the two-lot Hentges Addition sketch plan with the following conditions: that the south side of the dwelling unit be designated as the front yard, the address change be made to meet Article 11-820 of city code, the dwelling unit septic be brought into compliance within ninety days from the date the final plat is recorded and bring all buildings, well and septic system into compliance with city and state code requirements.

SKETCH PLAN

~for~ HENTGES TURF FARMS, INC.
 ~of~ HENTGES ADDITION

VICINITY MAP

PART OF SEC. 15 E 22, TWP. 32, RING. 23



ANOKA COUNTY, MINNESOTA
 (NO SCALE)

NORTH

GRAPHIC SCALE



LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED R.L.S.P. #1578
- ⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- ⊕ DENOTES EXISTING SPOT ELEVATION
- ⊕ DENOTES SOIL BORING (BY TRADEWALL SOIL TESTING)
- ⊕ DENOTES LIDAR CONTOURS
- ⊕ DENOTES GRAVEL SURFACE

BENCHMARK

BENCHMARK: ANOKA COUNTY BENCHMARK NO. 3097
 ELEVATION: 856.42 FT (DAVID 88 DATUM)

DRAINAGE AND UTILITY BASEMENTS ARE SHOWN THUS:



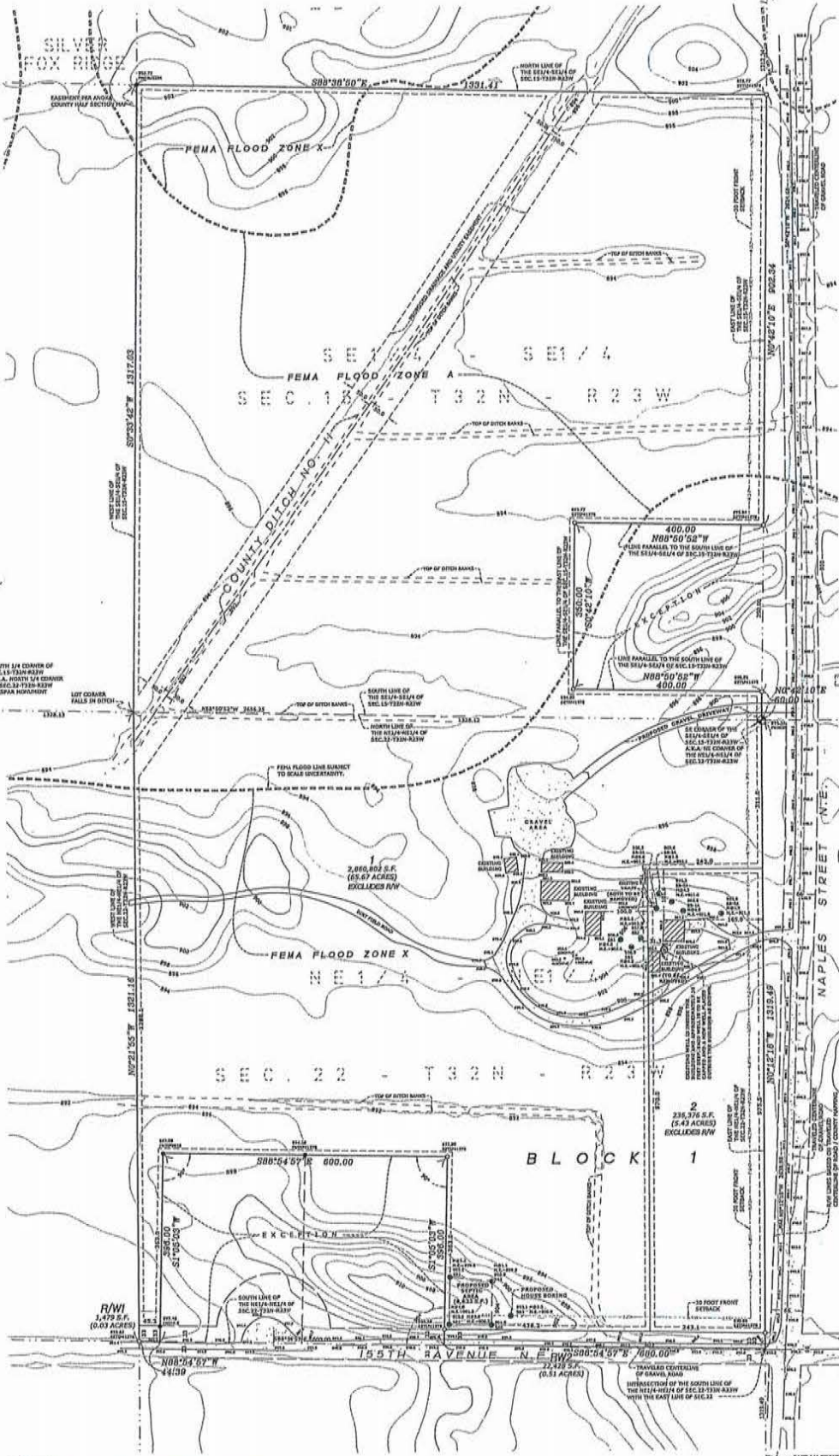
NOTE

SEE SHEET 2 OF 2 SHEETS FOR PROPERTY DESCRIPTION AND NOTES.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly registered Land Surveyor under the laws of the State of Minnesota.

JASON R. BLUO
 Date: 3/19/2023 License No. 41570

NO.	DATE	DESCRIPTION	BY
1	3/19/2023	Field Work	JRB
2	3/19/2023	Check & Sign	JRB
3	3/19/2023	Check & Sign	JRB



E. G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

SKETCH PLAN

~for~ HENTGES TURF FARMS, INC.
~of~ HENTGES ADDITION

PROPERTY DESCRIPTION

[PER ANOKA COUNTY WARRANTY DEED DOCUMENT NO. 2213379.001]

The Northeast Quarter of the Northeast Quarter of Section 22, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT:

That part of the Northeast Quarter of the Northeast Quarter of Section 22, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the Intersection of the South line of said Northeast Quarter of the Northeast Quarter with the east section line of Section 22; thence west along said south line a distance of 690 feet, to the point of beginning; thence north at right angles a distance of 396 feet; thence west at right angles a distance of 600 feet; thence south at right angles a distance of 396 feet, to the south line of said Northeast Quarter of the Northeast Quarter; thence east along said south line a distance of 600 feet, to the point of beginning.

AND

The Southeast Quarter of the Southeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota. Subject to town road over the Easterly boundary thereof, the drainage ditches thereon, and any other rights of any parties in said drainage ditches, and also subject to any other existing easements.

LESS

That part of the Southeast Quarter of the Southeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the Southeast corner of said Southeast Quarter of the Southeast Quarter; thence North, along the East line thereof, a distance of 60 feet to the point of commencement; thence West, on a line parallel to the South line of the Southeast Quarter of the Southeast Quarter, a distance of 400 feet; thence North, on a line parallel to the East line of the Southeast Quarter of the Southeast Quarter, a distance of 350 feet; thence East, and parallel to the South line of the Southeast Quarter of the Southeast Quarter, a distance of 400 feet, more or less, to the East line of the Southeast Quarter of the Southeast Quarter; thence Southerly along the East line of the Southeast Quarter of the Southeast Quarter, a distance of 350 feet, more or less to the point of commencement. Subject to easements of record.

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 12/01/22. Located additional soil borings 1/19/23.
- Bearings shown are on Anoka County Coordinate System.
- Property Address: 15610 Naples Street N.E., Ham Lake, MN 55304
- Parcel ID Numbers: 15-22-23-44-0003 and 22-32-23-11-0004
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain) and Flood Zone A (No base flood elevation determined) according to Flood Insurance Rate Map No. 27003C0215E Community No. 270674 Panel No. 0215 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015 and Flood Insurance Rate Map No. 27003C0220E Community No. 270574 Panel No. 0220 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015
- Contours shown are from MNGEO Lidar Topography.
- See Sheet 1 of 2 Sheets for graphics and certification.
- Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.
- Septic Design by Trudewell Soil Testing.
- Existing septic systems are to be abandoned per MPCA requirements.
- Per City Code 10-430E, that portion of the existing Lot 2 driveway, along with the proposed Lot 1 Naples Street driveway will need to be paved prior to the consideration of any future building permits. The minimum paving distance for the driveways is 30 feet.

LIVABILITY STANDARDS REQUIREMENT

All residential lots shall contain at least 29,500 square feet of land which lies above the 100 year flood contour. Of this 29,500 square feet, the following additional requirements must be present:

- ISTS Area** Each lot must contain at least 7,500 square feet of contiguous area which is reserved for both the ISTS originally constructed and a future ISTS. The ISTS Area need not be contiguous to the Eligible Building Area or the Yard Area, but the entire ISTS Area must exist at an elevation at least one foot above Unsuitable Soils, and must contain Undisturbed Soils or soils which meet the requirements of Rule 7080 of the Minnesota Pollution Control Agency for ISTS construction standards. The ISTS Area may be irregular in shape, provided they do not encroach into areas reserved by easement or otherwise for roadway, drainage or utility purposes, and provided that all of the area can be reasonably used for ISTS construction without the need for variances.
- Eligible Building Area** Each lot shall contain at least 10,000 square feet of contiguous land which lies at an elevation at least four feet above Unsuitable Soils. The Eligible Building Area may not be irregular in shape, and should be generally rectangular or oval, with no penhandles, narrow necks or peninsulas. Eligible Building Areas may not encroach into any areas reserved by easement or otherwise for roadway, drainage or utility purposes. Fill may be used to create Eligible Building Area.
- Yard Area** Each lot shall contain at least 12,000 contiguous square feet which:
 - Lies above the 100 year flood contour, and
 - Lies at least one foot above soils unsuitable for the intended usage of the Yard area, and
 - Is contiguous to the Eligible Building Area for a distance of at least fifty percent of the lineal perimeter of the Eligible Building Area. Yard Areas may encroach into the dedicated easement area which lies at a distance of ten feet from the perimeter of the lot, and may encroach into areas reserved by easement or otherwise for other public utility purposes, but may not encroach into any areas reserved by dedication or otherwise for road or drainage purposes, any may not encroach into any areas within the 100 year flood contour or into designated wetlands. Yard Areas may be irregular in shape except within thirty feet of the locations where the Yard Area is contiguous to the Eligible Building Area, at which locations the Yard Areas shall be a logical extension or expansion of the generally rectangular or oval shape of the Eligible Building Area. Fill may be used to create Yard Area.
- Building Pad Areas** The entire Building Pad must lie within the Eligible Building Area, and shall meet the separation requirements for the Eligible Building Area.
- Low Floor Elevations**
 - For walkout designs, the low floor elevation shall be at least one foot above the 100 year flood contour, but, notwithstanding the 100 year flood contour, not less than one foot above unsuitable soils, as determined by the City's engineer.
 - For other designs, the low floor elevation shall be at least one foot above the 100 year flood contour, but, notwithstanding the 100 year flood contour, not less than one foot above unsuitable soils, as determined by the City's engineer.

DEVELOPMENT DATA

TOTAL AREA = 71.65± ACRES
PROPOSED NUMBER OF LOTS = 2 LOTS
RIGHT-OF-WAY DEDICATION = 0.55 ± ACRES
AVERAGE LOT SIZE = 35.95 ± ACRES EXCLUDING R/W

EXISTING ZONING

R-A - RURAL SINGLE FAMILY RESIDENTIAL

ZONING INFORMATION

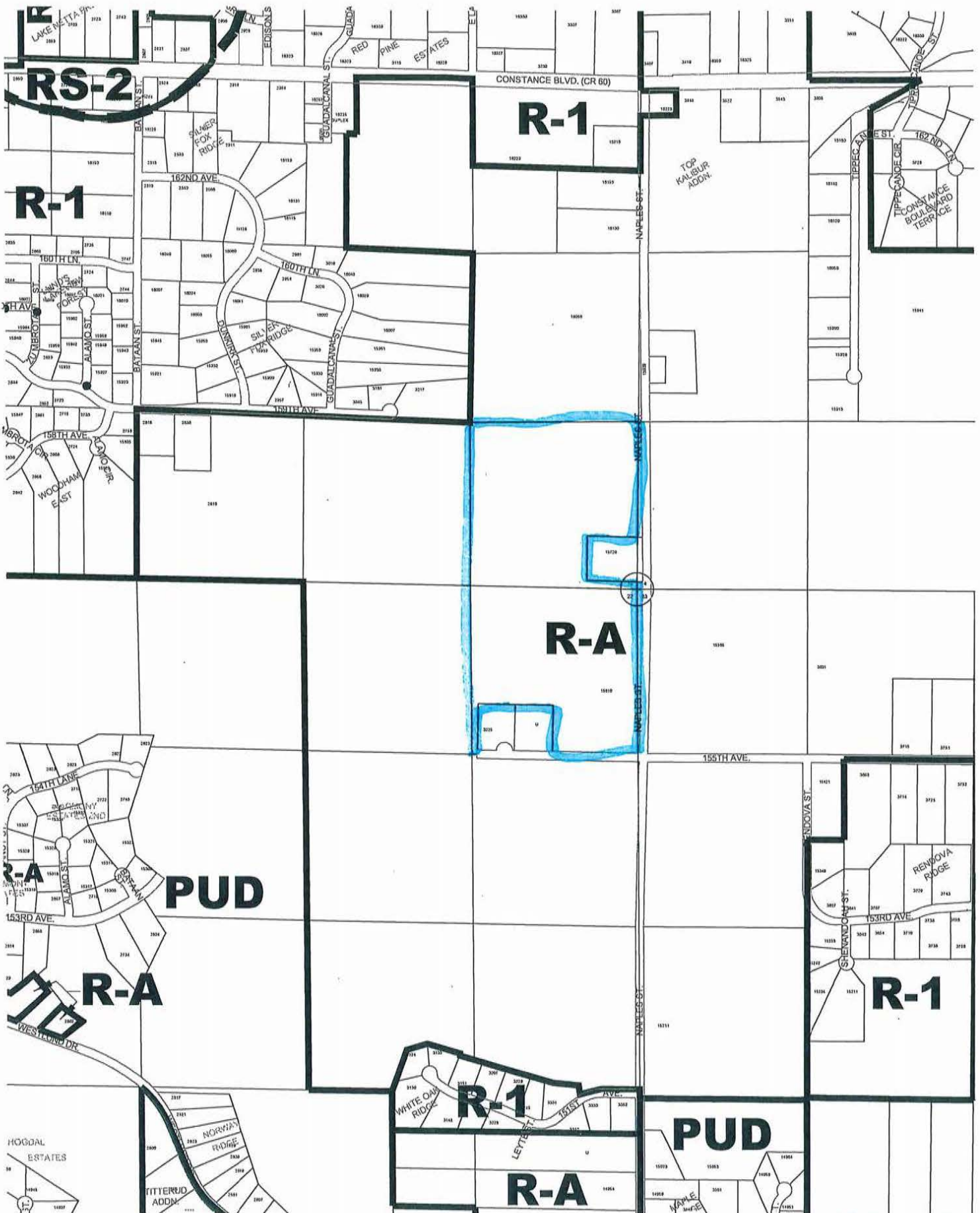
R-A - RURAL SINGLE FAMILY RESIDENTIAL FOR LOT 1, BLOCK 1.

R-1 - SINGLE FAMILY RESIDENTIAL FOR LOT 2, BLOCK 1. (PROPOSED)

MINIMUM LOT AREA = 1.0 ACRES (INCLUDING HALF OF STREET R/W)
MINIMUM STREET FRONTAGE = 200 FEET

SETBACKS

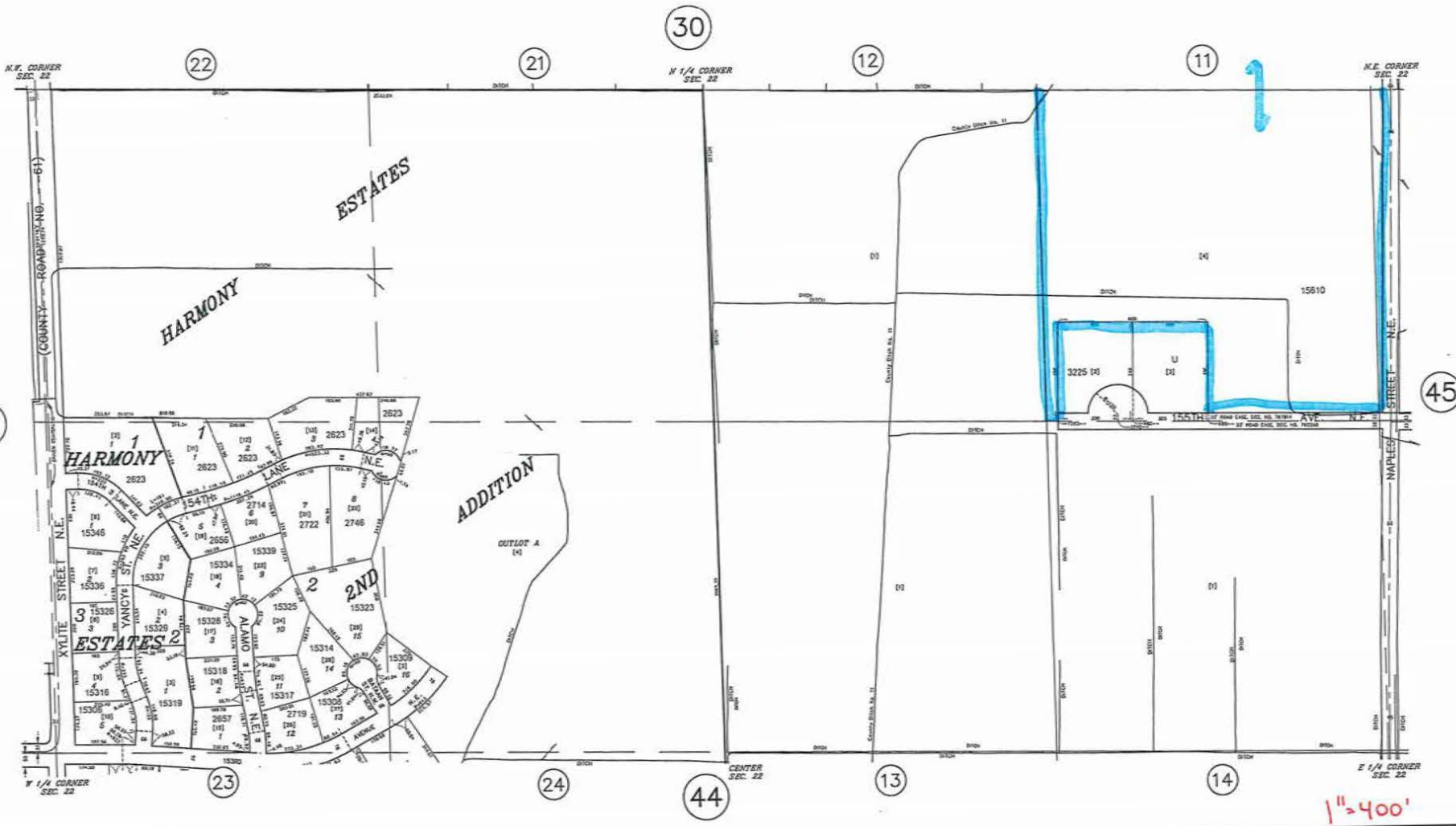
FRONT ROAD = 30 FEET
SIDE YARD = 10 FEET
REAR YARD = 50 FEET 10 FEET ACCESSORY BUILDINGS
WETLAND = 25/15 FEET PENDING QUALITY OF



1" = 1,000'

N 1/2 SECTION 22, T. 32, R. 23

CITY OF HAM LAKE



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

QUARTER QUARTER INDEX

22	21	12	11
23	24	13	14
32	31	42	41
44	43	44	44

NORTH HALF OF SECTION
SOUTH HALF OF SECTION

PROPERTY IDENTIFICATION NUMBER

Section Number	Township Number	Range Number	Quarter	Specific Parcel
XX	XX	XX	XX	XXXX

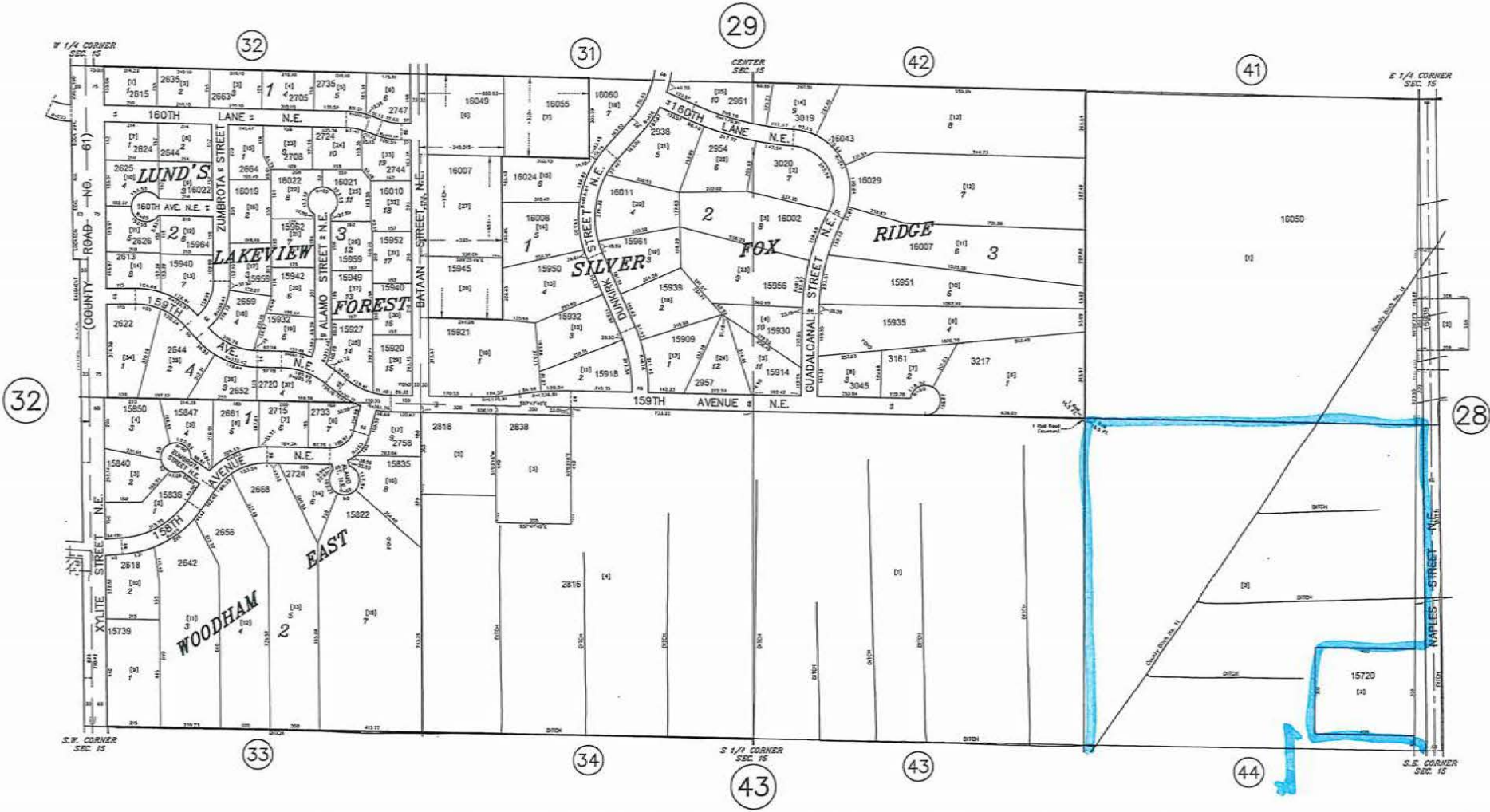
SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]
EXAMPLE OF PIN NUMBER: 22-32-13-13-001

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

1" = 400'

S 1/2 SECTION 15, T. 32, R. 23

CITY OF HAM LAKE



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

QUARTER QUARTER INDEX

22	21	12	11
23	24	13	14
32	31	42	41
33	34	43	44

NORTH HALF OF SECTION

SOUTH HALF OF SECTION

PROPERTY IDENTIFICATION NUMBER

Section Number	Township Number	Range Number	Quarter	Specific Parcel
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]
EXAMPLE OF PIN NUMBER: 15-32-23-33-0012

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

L1
3217

B3

COUNTY DITCH #17

15720

15
14
22
23

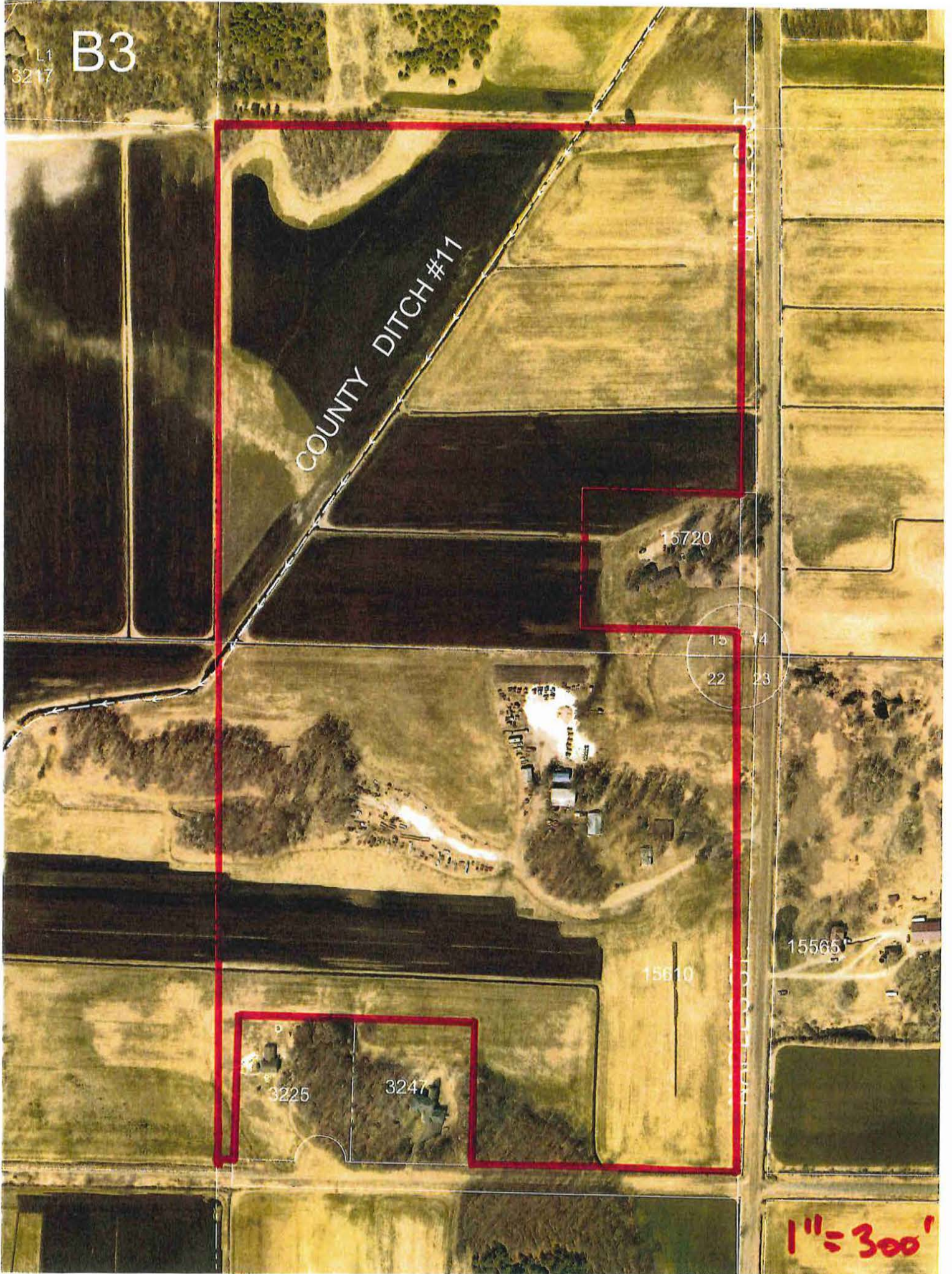
15565

15810

3225

3247

1" = 300'



**Tradewell Soil Testing
18330 Dahlia Street NW
Cedar, MN 55011**

Date: December 14th, 2022

Name: Hentges Turf Farms, Inc. (Kevin Hentges)

Address: Lot 1 Block 1 Hentges Addition, Ham Lake, MN (XXXX 155th Avenue NE)

SOIL BORING TEST REPORT

Boring #1	Boring #2	Boring #3	Boring #4
0"- 12" Topsoil Loamy Fine Sand 10YR 3/2	0"- 8" Topsoil Loamy Fine Sand 10YR 3/1	0"- 6" Topsoil Loamy Fine Sand 10YR 3/1	0"- 10" Topsoil Loamy Fine Sand 10YR 3/2
12"- 48" Fine Sand 10YR 4/4 5/4	8"- 24" Fine Sand 10YR 3/4 4/4	6"- 16" Fine Sand 10YR 3/6 3/4	10"- 24" Fine Sand 10YR 3/4 4/4
48"- 64" Fine Sand 10YR 5/4 With Loamy Bands 7.5YR 4/4	24"- 74" Medium Fine Sand 10YR 5/4 5/3 With Loamy Bands 7.5YR 3/4 4/4	16"- 36" Fine Sand 10YR 4/3 5/3 5/2 (Mottled)	24"- 46" Fine Sand 10YR 5/4 5/3
			46"- 56" Silt (Mottled) 10YR 5/2 6/2
Mottles @ 48" Dry Hole	Mottles @ 64" Dry Hole	Mottles @ 13" Dry Hole	Mottles @ 46" Dry Hole

**Soil borings for proposed septic area and house (lowest floor elevation)



Mark Tradewell
MPCA #307

**Tradewell Soil Testing
18330 Dahlia Street NW
Cedar, MN 55011**

Date: December 14th, 2022

Name: Hentges Turf Farms, Inc. (Kevin Hentges)

Address: Lot 1 Block 1 Hentges Addition, Ham Lake, MN (XXXX 155th Avenue NE)

SOIL BORING TEST REPORT

Boring #5 (House)			
0" - 10" Topsoil Loamy Fine Sand 10YR 3/2			
10" - 26" Fine Sand 10YR 3/6 3/4 4/4			
26" - 50" Fine Sand 10YR 5/4 5/3 5/2 (Mottled)			
Mottles @ 26" Dry Hole			



Mark Tradewell
MPCA #307

**Tradewell Soil Testing
18330 Dahlia Street NW
Cedar, MN 55011**

Date: January 18th, 2023

Name: Kevin Hentges

Address: 15610 Naples Street NE, Ham Lake, MN

SOIL BORING TEST REPORT

Boring #1 A	Boring #2 A	Boring #3 A	Boring #4 A
0"- 6" Topsoil Loamy Fine Sand 10YR 3/2	0"- 8" Topsoil Loamy Fine Sand 10YR 3/2	0"- 8" Topsoil Loamy Fine Sand 10YR 3/2	0"- 10" Topsoil Loamy Fine Sand 10YR 3/2
6"- 28" Fine Sand 10YR 3/4 4/4	8"- 26" Fine Sand 10YR 3/4 4/4	8"- 18" Fine Sand 10YR 3/4 4/4	10"- 28" Fine Sand 10YR 3/4 3/6
28"- 66" Fine Sand 10YR 5/4 With Loamy Bands 7.5YR 3/4	26"- 70" Fine Sand 10YR 5/4 With Loamy Bands 7.5YR 3/4	18"- 36" Fine Sand 10YR 5/3 5/2	28"- 40" Fine Sand 10YR 4/3 5/3
Mottles @ 58" Dry Hole	Mottles @ 60" Dry Hole	Mottles @ 18" Dry Hole	Mottles @ 20" Dry Hole

4- Bedroom, Type 1 Home (600 GPD Flow)
 Perc Rate = .10- 5.0 MPI 1.67 SSF .60 Soil Loading Rate
 1500 gallon 2- compartment septic tank
 1000 gallon pump tank
 1000 square feet of drainfield with 6" of rock below the pipe
 31 cubic yards or 44 ton of clean rock
 Maintain 36" between mottled soil and bottom of rock bed.



Mark Tradewell
MPCA #307

**Tradewell Soil Testing
18330 Dahlia Street NW
Cedar, MN 55011**

Date: January 18th, 2023

Name: Kevin Hentges

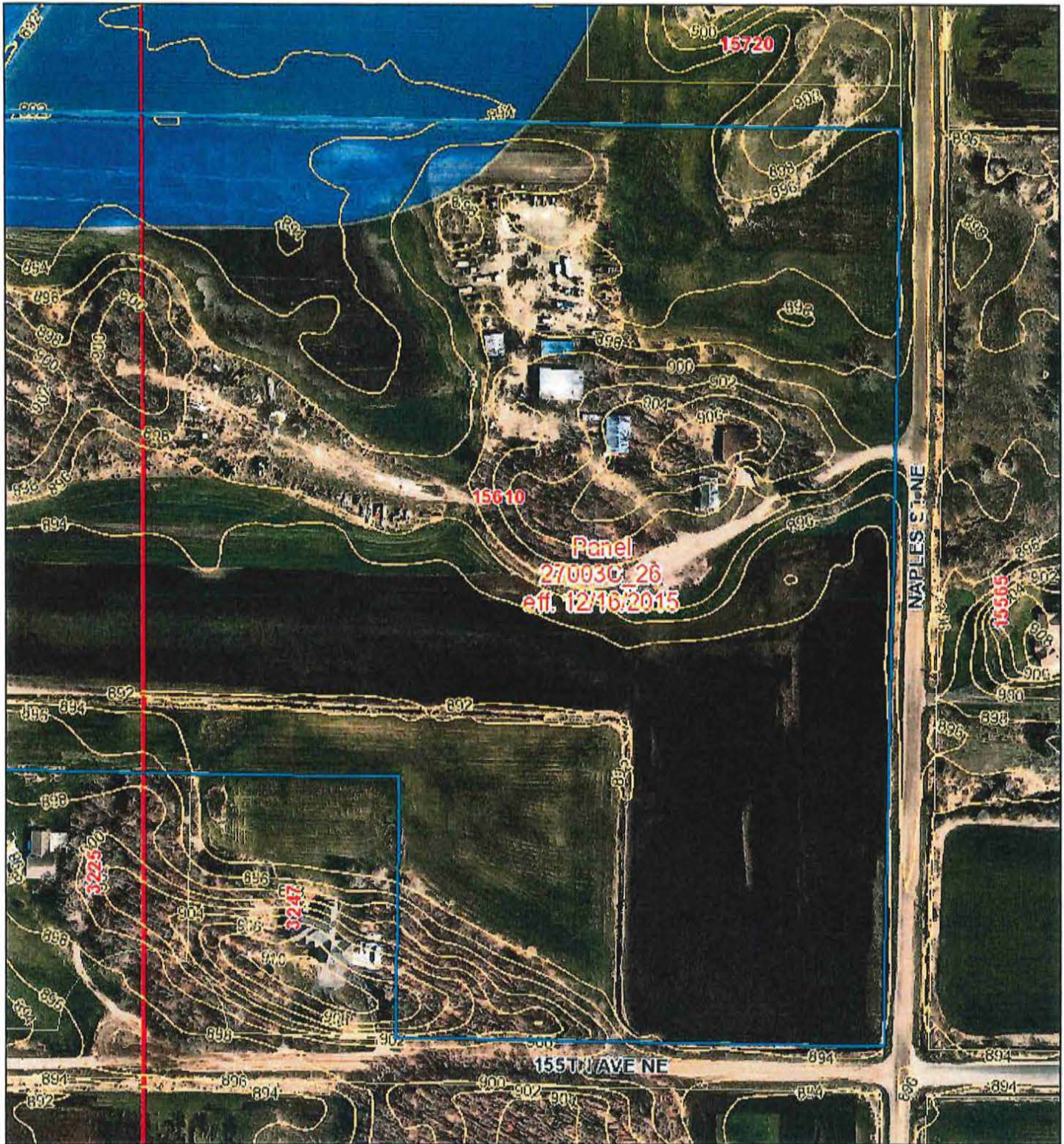
Address: 15610 Naples Street NE, Ham Lake, MN

SOIL BORING TEST REPORT

Boring #5 A			
0"- 6" Topsoil Loamy Fine Sand 10YR 3/2			
6"- 26" Fine Sand 10YR 3/4 4/4			
26"- 60" Fine Sand 10YR 5/4 With Loamy Bands 7.5YR 3/4			
Mottles @ 50" Dry Hole			



Mark Tradewell
MPCA #307



Legend

- | | |
|----------------------|------------------|
| FIRM Panels | Zone A |
| Base Flood Elevation | Zone AE |
| Cross Sections | Zone AE Floodway |

2/2/2023, 9:41:26 AM 0 0.025 0.05 0.1 mi



DISCLAIMER - The FEMA base flood elevations are used to determine flood insurance rates and whether flood insurance is mandatory. Please note: (1) The city (or township) and watershed district regulations require minimum floor elevations higher than the FEMA base flood elevations (BFEs). Check with your city (or township) on those requirements for any additions or new construction. (2) Areas OUTSIDE of the FEMA mapped zones still have flooding risk. Floods higher than base flood elevations can occur and have occurred all over Minnesota. Those with low floors below or near the base flood elevations are especially encouraged to consider purchasing a Preferred Risk Policy, which is a discounted flood insurance option for those "outside" of the FEMA flood zones. (3) Areas OUTSIDE of the FEMA mapped zones are still subject to city (or township) and watershed district regulation of minimum elevations.

Aerials Flown: Fall 2017
 Vertical Datum for Contours: NAVD88
 Contours Source: Minnesota Department of Natural Resources
 The information on this map was compiled from public data sources. Anoka County cannot accept any responsibility for errors, omissions, or positional accuracy. There are no warranties, expressed or implied, including the warranty of merchantability or fitness for a particular purpose, accompanying this product.

Created by:

* **9-370 Accessory Buildings and Farm Buildings**

An *Accessory Building* is any structure located or proposed to be located in any *Residential Land Use* in the R-1, R-A and PUD zoning districts, which is not the *dwelling unit*, and which is not a *garage*, which is not a *Farm Building*, and which has a floor size of more than 200 square feet. A building or structure meeting the above definition except for the size, is a *yard shed*. A *Farm Building* is a structure located in an R-A District which is used for bona fide agricultural purposes, including farm machinery storage, crop storage or housing livestock, poultry or horses.

A single *Accessory Building* and a single *yard shed* may be constructed on a Residential Land Use lot which is one (1) acre or less in the R-1, R-A and PUD zoning districts, under the conditions outlined below. It is the intention of this code that for *Residential Land Uses* in the R-1 and PUD districts, for lots which are one (1) acre or less, there shall be a maximum of four structures allowed on a given lot: a *dwelling unit*; a *garage (attached or detached with a maximum size of 3000 square feet)*; an *Accessory Building (freestanding)*; and a *yard shed (under 200 square feet)*. If a *garage* was originally attached to a *dwelling unit*, and has since been converted to become living space in the *dwelling unit*, then that portion so used shall no longer be deemed a *garage*.

Up to two *Accessory Buildings* and a single *yard shed* may be constructed on a Residential Land Use lot which is more than (1) acre and less than ten (10) acres in the R-1, R-A and PUD zoning districts, under the conditions outlined below. One *Accessory Building* may be located in and meet the "Front Yard Setback" size and location requirements, and one *Accessory Building* may be located in and meet the "Side or Rear Yard" size and location requirements outlined below; or, two *Accessory buildings* may be located within the Side or Rear Yard, and subject to the sizes shown in the table under Article 9-370.1, Size Limitations. It is the intention of this code that for Residential Land Uses in the R-1 and PUD districts, for lots which are more than one (1) acre and less than ten (10) acres, there shall be a maximum of five structures allowed on a given lot: a *dwelling unit*; a *garage (attached or detached with a maximum size of 3000 square feet)*; two *Accessory Buildings (freestanding)*; and a *yard shed (under 200 square feet)*.

* Provided, that for lots in the R-1, R-A, and PUD districts which are 10 acres or more in size, deviation from these standards may be permitted in the discretion of the City Council on a case-by-case basis.

9-370.1 Size Limitations An *Accessory Building* shall be no more than one story in height, and the following size limitations shall apply to *Accessory Buildings*:

Lot size	Maximum Accessory Building Size*	
	Front Yard Setback**	Side or Rear Yard Setback***
One acre or less	676 sq. ft.	1000 sq. ft.
1+ acre to 2.5 acres****	720 sq. ft.	1500 sq. ft.
2.5+ acres to 5 acres	800 sq. ft.	2400 sq. ft. <u>unless approved by City Council</u>
5+ acres to 10 acres	1200 sq. ft.	3000 sq. ft. <u>unless approved by City Council</u>
10+ acres	5000 sq. ft. unless approved by City Council	

* Sizes shown are the maximum allowable square feet at foundation level.

** The "Front Yard Setback" is the area between the front of the dwelling unit (primary residential structure) and the street right of way. For all lot sizes, *Accessory Buildings* constructed in this area must also be constructed with the building materials outlined below and be architecturally compatible with the dwelling unit

*** The "Side or Rear Yard Setback" is the area that lies away from the road right of way and behind the front yard setback.

**** For lots greater than one acre and up to 2.5 acres, the size limits shown may be combined to allow one *Accessory Building* in the Side or Rear Yard Setback up to 2250 square feet, and with no additional *Accessory Building* existing or allowed in the Front Yard Setback.

9-370.2 Building Materials For lots which are 5 acres or less in size, the outside surface materials of all *Accessory Buildings* shall, as closely as practical, match the color, texture and style of the like surfaces on the dwelling unit. For lots which are more than 5 acres in size, all *Accessory Buildings* in the Front Yard Setback shall match the dwelling unit as outlined above. Pole-type construction shall be permitted only on lots exceeding 5 acres and only in the Side or Rear Yard Setback.

9-370.3 Height Restriction For lots which are less than 5 acres in size, the maximum height of an *Accessory Building* shall be equal to the height of the *dwelling unit*, or 25 feet, whichever is less.

9-370.4 Setbacks and Building Codes The locations and building standards for *Accessory Buildings* and *yard sheds* shall be as found in setback standards and the building code for other structures, except that the rear yard setback for *Accessory Buildings* shall be ten feet.

9-370.5 Submittal Requirements In addition to building plans, The *Zoning Officer* may require the submission of a scaled site plan, rendering or pictorial representations, and other data deemed necessary by the *Zoning Officer*.

9-370.6 Usage *Accessory Buildings* and *yard sheds* shall be used only for purposes related to the residential use of the parcel, and shall not be used for the conducting of any business or the storage of any business-related property, such as business equipment, business inventory or business supplies.

* **9-370.7 Farm Buildings** A *Farm Building* is a structure located on land zoned R-A, which is not a *dwelling unit*. No *Farm Building* may be constructed at a distance closer than 100 feet from any lot line.

9-380 *Repealed and deleted May 16, 2016 per Ordinance 16-04.*

9-390 Opt-Out of Temporary Family Health Care Dwellings Requirements

Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Ham Lake opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings. This Ordinance shall be effective immediately upon its passage and publication.

9-400 Establishment of Commercial/Industrial Planned Unit Development Overlay District ("CPOD")

A. Establishment of CPOD District. There is hereby established a CPOD District. All parcels in the City of Ham Lake that have a zoning classification of CD-1 or CD-2, and that lie within one mile of the right-of-way of TH 65 shall be subject to this classification. The present zoning category of CD-1 or CD-2 shall not change, but the City Council may, by ordinance, "overlay" certain selected parcels with the CPOD classification. When so done, such parcels shall remain subject to all of the requirements of the CD-1 or CD-2 District, but shall also be subject to the requirements of the CPOD overlay district. If any of the provisions of the CPOD district conflict with the provisions of the CD-1 or CD-1 districts, the provisions for the CPOD district shall supersede the provisions for the CD-1 and CD-2 districts.

CITY OF HAM LAKE
ARTICLE 10 - SUBDIVISION REGULATIONS

The following regulations apply to the subdivision of lands, whether by the platting process or by individual lot splits. No lands shall be subdivided unless in conformance with this code, *provided*, that upon compliance with Article 10-600 of this Code, the City Council may grant reasonable variances to the strict application of this code.

The regulations are intended to cover the sequencing of events, general procedures and general rules. The City Council shall, by resolution, adopt specific procedures, submittal requirements and policies from time to time as deemed necessary. Actions by the City Council which constitute a denial of an application or request shall be in the form of written findings of fact stating the reasons for denial.

For the purpose of computing the 120 day review time as contemplated by Minnesota Statutes Chapter 462.358, Subd. 3b, the Sketch Plan phase shall not be deemed to be a part of the plat application process, and the 120-day review period shall not begin to run until the applicant shall have submitted all items necessary for the City to be able to make a decision on Preliminary Plat approval, including all other agency reviews and comments.

10-100 Subdivision by means other than traditional platting

*** 10-101 Minor Plats**

Where the proposed subdivision of land results in three lots or fewer, the City Council may expedite the plat approval process outlined in this Code and reduce the number of stages of the traditional platting process. Minor plats shall be reviewed by the Planning Commission and approved by the City Council, which may attach conditions to such lot splits, including, without limitation, the acquisition of drainage, utility and road easements as needed, parkland dedication, and drainage fund contributions. Land parcels which were created by platting may not be further subdivided, except as follows:

a) The parcel was originally platted as an outlot, and there is documentation that the purpose of the creation of the outlot was to permit subsequent replatting; or

b) All new lots meet the frontage, setback and lot size standards that were in effect for the lots contained in the original plat of the subdivision. If the original subdivision was a PUD or other subdivision category that did not have specific lot sizes, frontages or setback requirements at the time of original platting, then all new lots must be configured and dimensioned in a manner that is not materially different from the lots contained in the

original subdivision, and the overall density per acre which existed at the time of original platting may not be exceeded for the area encompassed by the original plat.¹

Notwithstanding the foregoing, lot splits of any type which are intended merely to adjust existing lot lines, and for combination with adjoining parcels, and which do not create any new buildable parcels or lots of record, may be approved by the City Council. All parcels involved must continue to meet all applicable frontage, setback, lot size, and other requirements and shall not create any new nonconformity. For lot line adjustments, the City Council may impose reasonable conditions of approval upon the lot line adjustment request, including, without limitation, the dedication of drainage, utility, and road easements as needed and compliance with the Subsurface Sewage Treatment Systems (SSTS) requirements outlined in Article 11-450 of this code.

¹ For the legislative history (Findings of Fact) which preceded this Code section, see the text of original Ordinance Number 2002-27 (effective 1/5/03).

10-102 Estate Related Divisions

A. Qualifying Property

Persons acquiring real estate parcels via inheritance ("Inherited Property") may be allowed to divide inherited lands as outlined in this section without traditional platting. In order to qualify for the provisions related to Inherited Property, the property must meet all of the following conditions:

- 1) The property size before the event that triggered the inheritance must have been at least five acres;
- 2) The Inherited Property must be divided into parcels that are approximately equal in value for each heir inheriting or otherwise obtaining title;
- 3) No subdivided parcel may be less than 2.5 acres in size;
- 4) Each subdivided parcel must have at least 200 feet of frontage on a public road, meet current livability standards for SSTS installation, and be capable of meeting all setback requirements for residential lots;
- 5) Prior to the event that triggered the inheritance, the Inherited Property was owned by a single individual or an entity set up specifically to serve as an estate-planning tool. Business corporations do not qualify as such entities.

requirements on the uses being dictated by the land use restrictions as stated by the operative documents. The City's review of any requested change in the land use restrictions imposed shall not be limited to compliance with parking and ISTS issues.

10-600 Variances

The City Council shall have the power to authorize variances from the requirements of Article 10, and to attach such conditions to the variance as it deems necessary to assure compliance with the purpose of this Code. A variance may be permitted if the following requirements are met:

- a) There is an unusual physical hardship to the land that would prevent the reasonable usage of the land without a variance, and all the conditions of sub-paragraph b), c) and d) below are met.
- b) The variance is in harmony with the general purpose and intent of the Code and is consistent with the Comprehensive Plan.
- c) The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- d) The variance, if granted, will not alter the essential character of the locality.

Table 10-1: Lot Standards

Standards	I-P (Industrial Park) CD-1,CD-2, CD-3,CD-4 (Commercial Development)	I-1 (Light Industry)	GF (Government Facilities)
Lot Size	1 acre	1 acre	1 acre
Lot Width **	200 ft.	200 ft.	200 ft.
Front Yard Setbacks *	30 ft.	30 ft.	30 ft.
Side Yard Setbacks	10 ft.	30 ft.	10 ft.
Rear Yard Setbacks ***	20 ft.	20 ft.	10 ft.

All setbacks refer to the minimum distance between a given lot line and any building, other structure, or curb line or pavement edge of any driveway, aisle, sidewalk or parking lot.

EXCEPTION: Non-residential structures or uses shall not be located or conducted closer to any lot line of any other lot in any "R" or "PUD" District than the distances specified in the following schedule:

- Twenty Feet Off-street parking spaces and access drives for non-residential uses, churches, schools, and public or semi-public functions, recreational

facilities, entertainment facilities, motels, all business uses, and all industrial uses.

***For lots wholly abutting the turnaround circle portion of a cul-de-sac street, the Lot Width may be 60 feet as measured at the right-of-way line. For lots partially abutting the turnaround circle portion of a cul-de-sac street, the total of that frontage plus the remaining frontage on the street must total 200 or more feet.*

****Commercial Condominiums under Article 10-550(D) of this Code may have a Rear Yard Setback of 10 feet.*

Standards	R-A (Rural Res)	R-1 (Single-Family Res)	RS-1 & RS-2 (Shoreland Res.)
Lot Size	1 acre	1 acre	1 acre
Lot Width **	200 ft.	200 ft.	200 ft.
Front Yard Setbacks *	30 ft.	30 ft.	30 ft.
Side Yard Setbacks *****	10 ft.	10 ft.	10 ft.
* Rear Yard Setbacks *****	10 ft. – Accessory Buildings, 50 ft. for All other structures	10 ft. – Accessory Buildings, 50 ft. for All other structures	10 ft. – Accessory Buildings, 50 ft. for All other structures
Standards	PUD (Planned Unit Dev.)		
Lot Size	1 acre		
Lot Width **	200 ft.		
Front Yard Setbacks *	30 ft.		
Side Yard Setbacks	10 ft.		
Rear Yard Setbacks	50 ft.		
Standards	R-AH (Aff. Housing)	Townhomes	Other
Lot Size	Sufficient for Sewerage	50'x 50'***** or 1 A.	***
Lot Width	***	***	***
Front Setback *	***	***	***
Side Setback	***	***	***
Rear Setback	***	***	***

Standards	R-2 (Multiple Family Residential)
Lot Size	3 acres or more for two unit buildings; four acres or more for three unit buildings; five acres or more for four unit buildings. For buildings having more than four units, five acres plus one acre for every unit in excess of four units.
Lot Width	300 ft.
Front Yard Setbacks *	30 ft.
Side Yard Setbacks	10 ft.
Rear Yard Setbacks	50 ft.

- * 50 Ft. when abutting any State or County Highway
- ** For lots located on cul-de-sacs the width may be 60 feet at the right-of-way line.
- *** As approved by the City Council
- **** If used in connection with Common Areas owned by Association



***** For corner lots, the lot owner, at the time of application for the first building permit on the lot, may choose which of the non-road frontage lot lines shall be considered the side yard and which shall be the rear yard, regardless of which road provides the driveway access. Once this selection is made, this choice shall apply to all future building permits on this lot. For corner lots abutting two streets, both street lines shall be considered front yard, not side yard, lot lines for purposes of applying the setback requirements.

Physical Standards for RS-1 and RS-2 lands shall be identical with CD-1 or CD-2 Standards for Commercial Uses, I-1 Standards for Industrial Uses, R-A Standards for Residential Agricultural Uses, PUD Standards for planned Unit Development Uses, all subject to any modification imposed by Article 12 of this Code.

Updated through Ord 21-02, 22-04

21. 7670, 7672, 7674, 7676 and 7678, Minnesota Energy Code

B. This municipality may adopt by reference any or all of the following optional chapters of Minnesota Rules: Chapter 1306, Special Fire Protection Systems; and Chapter 1335,

Floodproofing Regulations, parts 1335.0600 to 1335.1200.

C. This municipality may adopt by reference appendix chapter K (Grading), of the 2001

Supplements to the International Building Code.

The following optional provisions identified in Section 4, Subp. B and C are hereby adopted and incorporated as part of the building code for this municipality.

Section 5 The adoption of Article 11-410 is intended to include all future amendments and revisions to the Minnesota State Building Code

Section 6 All references in Article 11 referring to "Minnesota State Building Code" are amended and refer to the "2006 International Building Code" (IBC) and the "International Residential Code" (IRC).

11-411 Architectural Standards for Residential Structures.

11-411.1 General Provisions


No building permit for structures in the City of Ham Lake shall be issued where the materials, scale, bulk, or character of a structure, house, or building, is so dissimilar to other structures, houses or buildings in the vicinity as to result in the depreciation of property values or the degradation of the environment in the immediate area. The Zoning Officer shall, in his discretion, make a determination as to whether or not any proposed structure fails to meet the above criteria, and in the event of such an opinion, said opinion shall be confirmed by the City Council, which may, in its discretion, refer the proposed plans to the Planning Commission for comment prior to acting upon such a request.

11-411.2 Residential and Agricultural Districts.

In districts RA, R1, R2, R3, RS1 and RS2, the following standards shall apply for single family detached dwellings.

A. Minimum Width. The minimum width of the main portion of the structure shall be not less than 24 feet, as measured across the narrowest portion.

B. Minimum Roofage. The pitch of the main roof shall be in compliance with the Minnesota Residential Building Code as adopted by the City of Ham Lake.

 **C. Placement.** All single family dwellings shall be placed so that the apparent entrance or front of the home faces or parallels the principal street frontage.

- J. An easement for said roadway right-of-way as a public right-of-way shall be granted to the City by proper conveyance or dedication and accepted by the City Council, if the roadway is otherwise in compliance with requirements of this Code.
- K. Street signs shall be erected at all intersections and elsewhere as required by the City Council and such signs and the poles to which same are attached shall meet the construction and design requirements of the City Council.
- L. Table 11-4 shall, subject to the design standards filed in the office of the City Engineer and review by the City Engineer, govern other physical standards for roadways:
- M. A 2% minimum cross slope shall be required on all cul-de-sacs.
- N. Vertical curves are required if the algebraic difference of the curves is greater than 1%. The Rate of Vertical Curvature, K, is to meet MnDOT Design Policy and Criteria for sag and crest vertical curves. Sag curves required to have a minimum K of 37 and crest curves required to have a minimum K of 30 for a 30 mph design speed.

11-720 Special Standards for MSA and CSAH Roads

- A. Excluding main arterial highway service roads, all roads and streets designated or hereafter designated as Municipal State Aid roads, the minimum right-of-way required shall be 66 feet, for County State Aid Highway roads 120 feet.

11-730 Residential Driveway Widths (also see Article 10-430)

- A. Maximum width of a driveway at the curb to the right-of-way line to be 30 feet.
- B. Driveways on cul-de-sacs to be a maximum width of 24 feet from the curb to the right-of-way line. All properties on cul-de-sacs will be allowed only one driveway from the street.
- C. For parcels not on a cul-de-sac, a secondary driveway may be constructed with a maximum width of 24 feet at the curb to the right-of-way line.

11-800 Building Numbering System

11-810 Uniform Numbering System

A uniform system of numbering properties and principal buildings is hereby adopted for use in the City of Ham Lake, as indicated on the certain map or maps identified as the City of Ham Lake Number index on file in the office of the City Clerk. Said index and all explanatory matter thereon is hereby made a part of this Code.



11-820 Assignment of Numbers

All properties or parcels of land within the City of Ham Lake shall hereafter be identified by reference to the Uniform Numbering System adopted herein. Each principal building shall bear the number assigned to the frontage on

which the front entrance is located. In case a principal building is occupied by more than one business or family dwelling unit, each separate front entrance of such building shall bear a separate number.

11-830 Display of Numbers

It shall be the duty of the owner, lessor or occupant of every house, industrial, commercial or other building, to have proper house or building numbers either by affixing such number assigned in metal, glass, plastic or other curable material. The number shall **be not less than 12 inches in height on all commercial/industrial buildings and a minimum of 4 inches in height on residential buildings**, and in a contrasting color to the building. Said numbers are to be placed on structures, not garage doors, and to be easily seen from the street fronting the building. Said numbers are also to be placed on both sides of mailboxes, except where mailboxes are in a group, the numbers shall be placed on the front and on the side of each end mailbox. All auxiliary buildings within a unit having an assigned number, such as a garage, barn and buildings of the like nature, are not affected by the code.

11-840 Administration

The Building Inspector shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this Code. The Building Inspector shall issue to any property owner upon request and without charge a number for each principal building or separate front entrance to such building. The Building Inspector shall issue only the number assigned to such building under the provisions of the Code, provided, however, that the Building Inspector may issue additional numerals in accordance with the official numbering system whenever a property has been subdivided, a new front entrance opened, or undue hardship has resulted to any property owner. The property owner shall be responsible for obtaining suitable numbers for property identification.

11-900 Demolition and Moving-In of Buildings

11-910 Definitions

11-911 Building

Building shall mean a structure supported by three or more walls, covered by a roof supported by said walls. This definition shall exclude any metal or wooden shed which contains less than 120 square feet of available floor space, and shall exclude manufactured mobile homes as that term is governed and defined in Article 9-340.2 of this Code.

11-912 Moving-In

Moving-In means the transporting of any building to any designation in the City, regardless of the point of origin.

11-913 Demolition

“Demolition” – means the razing or other destruction or partial destruction of any structure which, if being constructed anew, would require the