

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 MONDAY, MARCH 1, 2021

- 1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance**
- 2.0 PUBLIC COMMENT**
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**

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 16, 2021
- 4.2 Approval of claims
- 4.3 Approval of an Ordinance amending Subdivision Article 10-100 clarifying that the subdivision of land parcels resulting in up to three lots must be platted but may be approved as Minor Plats
- 4.4 Approval of Excluded Bingo on four dates (September 4, 2021, October 2, 2021, November 6, 2021 and December 4, 2021) for Blaine Central Alano, 13536 Highway 65 NE
- 4.5 Approval of accepting the 155th Avenue NE upgrade from Naples Street NE to Lexington Avenue NE. and commencing the one-year warranty period
- 4.6 Approval of the Addendum to the Construction Agreement for Soderville Drive NE Reconstruction Project
- 4.7 Approval of a Septic System License Agreement for Dane Allen Homes, Inc. at located at 2658 153rd Avenue NE, Ham Lake, Minnesota (Lot 1, Block 4, Harmony Estates 2nd Addition)
- 4.8 Approval of a Resolution accepting the low bid for the Tree Removal Project at Lunds Lakeview Forest

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Steve Schahn requesting a Conditional Use Permit to operate Schahn Construction Services, LLC at 15630 Central Avenue NE

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES - None

8.0 CITY ATTORNEY

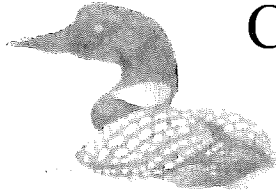
9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR

11.0 COUNCIL BUSINESS

11.1 Committee Reports

11.2 Announcements and future agenda items



CITY OF HAM LAKE

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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES FEBRUARY 16, 2021

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Tuesday, February 16, 2021 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Mayor Mike Van Kirk and Councilmembers Jim Doyle, Gary Kirkeide, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; and Deputy City Clerk, Dawnette Shimek

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

Mayor Van Kirk called the meeting to order and the Pledge of Allegiance was recited by all in attendance.

2.0 PUBLIC COMMENT – None

Councilmember Kirkeide arrived at 6:01 p.m.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None

3.1 Sheriff James Stuart and Lt. Derek Schuldt – Anoka County Sheriff's Department – Introduction of Deputies assigned to the City of Ham Lake for 2021 and the January monthly report

Sheriff James Stuart stated that it is an honor to serve as the Sheriff of Anoka County. Commander Paul Lenzmeier and Lieutenant Derek Schuldt were also present. Sheriff Stuart stated that there have been changes in policies, protocols and procedures with the COVID-19 epidemic. He stated that they are working reactively and proactively with police reform efforts across the state and nation. Sheriff Stuart stated that their team continues to rise to the occasion of past and future events. Sheriff Stuart invited the Mayor and Councilmembers to visit the six divisions of the Anoka County Sheriff's office. The City Council thanked Sheriff Stuart.

Lt. Schuldt introduced the deputies who will be serving the City of Ham Lake in 2021. Shane Quinn, 15 years with the Anoka County Sheriff's Department with 8 years in Ham Lake; Joe Burk, 15 years of service with the Anoka County Sheriff's Department with 8 years in Ham Lake; Tanner Shipman, 15 years of service with the Anoka County Sheriff's Department with 10 years in Ham Lake; Nate Arcand, 7 years of service with the Anoka County Sheriff's Department with this being his first year in Ham Lake; Anne Jeske, 4 years of service with the Anoka County Sheriff's Department with this being her second year in Ham Lake; Derick Lien, 4 years with the Anoka County Sheriff's Department with this being his second year in Ham Lake; and Rob Young with 16 years at the Anoka County Sheriff's Department with this being his second year as the Ham Lake investigator. The City Council thanked the Anoka County Sheriff's Department staff.

Lt. Schuldt gave the January 2021 Sheriff's report.

3.2 PUBLIC HEARING: 6:01 P.M. to consider the vacation of the 144th Avenue NE right-of-way from Highway 65 to Aberdeen Street NE and adoption of a Resolution

Mayor Van Kirk opened the public hearing at 6:25p.m. and asked for public comment and with there being none he closed the public hearing. **Motion by Van Kirk, seconded by Kirkham, to approve the vacation of the 144th Avenue NE right-of-way from Highway 65 to Aberdeen Street NE and adopt Resolution No. 21-04. 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 February 1, 2021
- 4.2 Approval of claims in the amount of \$166,216.28
- 4.3 Approval of not waiving the monetary limits on municipal tort liability coverage
- 4.4 Approval of Resolution No. 21-05 planning for an Economic Development project south of the Holiday Stationstore project located at 1442 Crosstown Boulevard NE
- 4.5 Approval of the 2022 Budget for the Sunrise River Watershed Management Organization
- 4.6 Approval of the Contract with SafeAssure for safety training in 2021
- 4.7 Approval of Resolution No. 21-06 requesting a grant from the Anoka County Housing and Redevelopment Authority (HRA) for the Voluntary Cost Sharing Agreement
- 4.8 Approval of the First Reading of an Ordinance amending Subdivision Article 10-100 clarifying that the subdivision of land parcels resulting in up to three lots must be platted but may be approved as Minor Plats

Motion by Kirkham, seconded by Doyle, to approve the February 16, 2021 Consent Agenda as written. All in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES - None

8.0 CITY ATTORNEY – None

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Mayor Van Kirk stated that the planning for the Economic Development Business Park project south of the Holiday Stationstore is moving ahead.

Mayor Van Kirk stated that Councilmember Wilken has applied through FEMA (Federal Emergency Management Agency) to obtain the Official Community CERT (Community Emergency Response Team) Program Certificate for Ham Lake.

11.3 Announcements and future agenda items - None

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 6:27 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

**CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
March 1, 2021**

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	2/19/2021 - 3/3/2021	
EFT	# 1400 - 1406	\$ 2,902.35
CHECKS	# 62674 - 62707	\$ 129,273.29
BANK DRAFTS	DFT0002179 - DFT0002183	\$ 22,639.87
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 154,815.51</u>
PAYROLL CHECKS		
02/26/21		\$ 41,044.46
		\$ -
TOTAL PAYROLL CHECKS		<u>\$ 41,044.46</u>
TRUST CHECKS	#5639 - 5641	\$ 380.00
TOTAL OF ALL PAYMENTS		<u>\$ 196,239.97</u>

VOID CHECKS
EFT
CHECKS
TRUST CHECKS

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 1ST DAY OF MARCH 2021

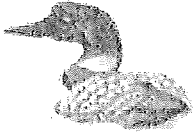
MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Payment Dates 2/19/2021 - 3/3/2021

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1400	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1401	WELLS FARGO - 6003	Health Savings Account-6003	Flexible spending	100-21705	125.00
1402	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	79.62
1402	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1402	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	74.16
1402	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1402	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	73.26
1402	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1403	BRODIN PRESS	MARCH HAM LAKER	Editing	211-41704-3125	900.00
1404	DELTA DENTAL PLAN OF MINN	MARCH DK COBRA	COBRA receivable	100-11502	42.00
1404	DELTA DENTAL PLAN OF MINN	MARCH DENTAL	Flexible spending	100-21705	915.90
1405	FASTENAL	FASTENER	Operating supplies	100-43101-2290	27.24
1406	LEADER PRINTING	MARCH HAM LAKER	Printing	211-41704-3970	575.00
62674	BUREAU OF CRIMINAL APPRE	CHILD BACKGROUND CHECKS	Personnel testing & recruitme	100-42201-3150	105.00
62675	US BANK CORPORATE PAYME	AMZN-Dawnette Flowers-DW	Misc receivables	100-11501	36.00
62675	US BANK CORPORATE PAYME	DNR-Irrigation Fee - (Dup Cha	Misc receivables	100-11501	140.00
62675	US BANK CORPORATE PAYME	DELUXE-Credit Tax-DW	Office supplies	100-41401-2110	-4.84
62675	US BANK CORPORATE PAYME	IOS-Folder-JB	Office supplies	100-41401-2110	6.54
62675	US BANK CORPORATE PAYME	OFFICE DEPOIT-1099 Forms-J	Office supplies	100-41401-2110	63.13
62675	US BANK CORPORATE PAYME	DELUXE-1095 Forms-DW	Office supplies	100-41401-2110	72.82
62675	US BANK CORPORATE PAYME	IOS-Printer Ink-JB	Office supplies	100-41601-2110	164.31
62675	US BANK CORPORATE PAYME	IOS-Binder-JB	Office supplies	100-41701-2110	8.17
62675	US BANK CORPORATE PAYME	IOS-Folder-JB	Office supplies	100-41701-2110	6.54
62675	US BANK CORPORATE PAYME	IOS-Pens-JB	Office supplies	100-41701-2110	4.54
62675	US BANK CORPORATE PAYME	IOS-Returned Lables-JB	Office supplies	100-41701-2110	-9.36
62675	US BANK CORPORATE PAYME	IOS-Paper-JB	Office supplies	100-41701-2110	78.50
62675	US BANK CORPORATE PAYME	IOS-TP-JB	Operating supplies	100-41701-2290	22.64
62675	US BANK CORPORATE PAYME	IOS-Trash Bags-JB	Operating supplies	100-41701-2290	43.30
62675	US BANK CORPORATE PAYME	IOS-Can Liners-JB	Operating supplies	100-41701-2290	23.90
62675	US BANK CORPORATE PAYME	IOS-Paper Towel-JB	Operating supplies	100-41701-2290	26.19
62675	US BANK CORPORATE PAYME	ZOOM-Feb Zoom-DW	Covid 19	100-41701-4153	12.84
62675	US BANK CORPORATE PAYME	AMZN-Stand up Desk - KB-DW	Office supplies	100-42201-2110	169.95
62675	US BANK CORPORATE PAYME	IOS-TP Fire #1-JB	Operating supplies	100-42201-2290	22.64
62675	US BANK CORPORATE PAYME	IOS-Paper Towel Fire #1-JB	Operating supplies	100-42201-2290	62.14
62675	US BANK CORPORATE PAYME	AMZN-KB - Phone Case-DW	Phones/radios/pagers	100-42201-3210	11.95
62675	US BANK CORPORATE PAYME	AMZN-KB - Phone Glass Prote	Phones/radios/pagers	100-42201-3210	11.98
62675	US BANK CORPORATE PAYME	NFPA-Dues KB-DK	Dues & subscriptions	100-42201-3920	175.00
62675	US BANK CORPORATE PAYME	AMZN-Fire Station Sinks Batte	Building repair & maintenanc	100-42202-2310	23.17
62675	US BANK CORPORATE PAYME	ICC-Updated Code Books-DW	Codes & standards	100-42401-2820	219.55
62675	US BANK CORPORATE PAYME	U OF M-Shade Tree Course-J	Professional licenses & certific	100-43101-3520	150.00
62675	US BANK CORPORATE PAYME	DNR-Irrigation Fee-JB	Operating supplies	100-44101-2290	140.00
62675	US BANK CORPORATE PAYME	IOS-Paper Towel-JB	Operating supplies	100-44201-2290	62.14
62677	ALLINA HEALTH SYSTEMS	1ST QTR MEDICAL DIRECTORS	Medical directorship	100-42201-3140	930.18
62678	ANCOM COMMUNICATIONS I	BELT CLIPS	Phones/radios/pagers	100-42201-3210	98.70
62679	ANOKA COUNTY TREASURY D	MARCH BROADBAND FIRE #2	Internet & website	100-41301-3220	75.00
62679	ANOKA COUNTY TREASURY D	MARCH BROADBAND	Internet & website	100-41301-3220	37.50
62680	BAKER TILLY US, LLP	DISCLOSURE - HRA SERIES 201	Other professional services	100-41701-3190	1,050.00
62680	BAKER TILLY US, LLP	DISCLOSURE - GO 2017A	Agent fees	370-47101-6130	1,050.00
62681	BASSING ELECTRIC INC	SHERIFF'S OFFICE	Capital assets	412-41702-5110	1,200.00
62682	CENTERPOINT ENERGY	CITY HALL	Natural gas	100-41702-3620	613.20
62682	CENTERPOINT ENERGY	FIRE #1	Natural gas	100-42202-3620	37.60
62682	CENTERPOINT ENERGY	FIRE #2	Natural gas	100-42202-3620	584.85
62682	CENTERPOINT ENERGY	PW	Natural gas	100-43104-3620	54.01
62682	CENTERPOINT ENERGY	H.L. PARK BUILDING	Natural gas	100-44102-3620	560.89

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
62682	CENTERPOINT ENERGY	H.L. PARK PAVILION	Natural gas	100-44102-3620	116.38
62682	CENTERPOINT ENERGY	SR CENTER	Natural gas	100-44202-3620	330.18
62683	CITY OF COLUMBUS	SIGNAL LEXINGTON & BROAD	Electricity	100-43401-3610	23.63
62684	COMPASS MINERALS AMERIC	114.11 TN SALT	Salt & sand	100-43102-2710	7,231.15
62685	DEARBORN LIFE INS CO	MAR VOL LIFE	Other payroll deductions	100-21706	147.00
62685	DEARBORN LIFE INS CO	MAR LIFE	Other payroll deductions	100-21706	51.20
62686	DEHN OIL CO	400 GAL. DIESEL	Fuel	100-43101-2230	900.00
62686	DEHN OIL CO	124 GAL GASOLINE	Fuel	100-43101-2230	295.74
62687	DELL MARKETING L.P.	MONITOR P2319H	Controllable assets	100-41701-5120	249.08
62688	DO ALL PRINTING	MARCH HAM LAKER DELIVERY	Other services and charges	211-41704-3990	130.00
62689	DRESEL CONTRACTING	155TH, NAPLES - LEXINGTON	Contractors	431-43301-3810	100,227.91
62690	EMERGENCY APPARATUS MTC	R2 OIL CHANGE	Fire apparatus repair & maint	100-42201-3450	2,028.94
62691	FIRST ADVANTAGE LNS OCC H	ANNUAL ENROLLMENT - JK	Personnel testing & recruitme	100-43101-3150	34.19
62691	FIRST ADVANTAGE LNS OCC H	DRUG TESTING	Personnel testing & recruitme	100-43101-3150	64.62
62692	FORCE AMERICA, INC	#89 FILTER GAUGE	Vehicle parts & supplies	100-43101-2340	34.00
62692	FORCE AMERICA, INC	#93 PUMP	Vehicle parts & supplies	100-43101-2340	646.88
62693	HAM LAKE HARDWARE INC	FUSE	Operating supplies	100-43101-2290	21.98
62694	ICONTACT LLC	ICONTACT ANNUAL SUBSCRIP	Internet & website	100-41301-3220	156.00
62695	LINCOLN NATIONAL LIFE INSU	MARCH LT DISABILITY	Other payroll deductions	100-21706	376.85
62695	LINCOLN NATIONAL LIFE INSU	MARCH ST DISABILITY	Other payroll deductions	100-21706	617.99
62696	LITTLE FALLS MACHINE INC	CYLINDER	Operating supplies	100-43102-2290	738.32
62697	MENARDS-BLAINE	REBATE	Misc receivables	100-11501	-33.50
62697	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	49.43
62697	MENARDS-BLAINE	REBATE	Misc receivables	100-11501	-47.37
62697	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	143.84
62697	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	59.37
62697	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	-37.93
62697	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	74.25
62698	MINNEAPOLIS OXYGEN COMP	OXYGEN & HEATING TIP	Operating supplies	100-43101-2290	103.75
62699	NORTH METRO MAINTENANC	CLEANING	Cleaning service	100-41702-3430	500.00
62699	NORTH METRO MAINTENANC	CLEANING-FIRE #2	Cleaning service	100-42202-3430	115.00
62699	NORTH METRO MAINTENANC	CLEANING-FIRE #1	Cleaning service	100-42202-3430	130.00
62699	NORTH METRO MAINTENANC	CLEANING	Cleaning service	100-43104-3430	100.00
62699	NORTH METRO MAINTENANC	CLEANING	Cleaning service	100-44202-3430	230.00
62700	PREMIUM WATERS INC	FEB WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
62700	PREMIUM WATERS INC	WATER COOLER RENTAL WATE	Equipment rentals	100-41701-3320	17.40
62701	S & S INDUSTRIAL SUPPLY INC	MISC PARTS	Operating supplies	100-43101-2290	11.54
62701	S & S INDUSTRIAL SUPPLY INC	NUT	Operating supplies	100-43101-2290	1.93
62702	SCHAEFFER MANUFACTURIN	5W-40 & GREASE	Operating supplies	100-43101-2290	376.32
62703	SITEONE LANDSCAPE SUPPLY	SALT	Salt & sand	100-43102-2710	82.31
62704	ST PAUL STAMP WORKS INC	BADGES	Clothing & personal protectiv	100-42201-2210	309.58
62705	TASC	APRIL COBRA ADMINISTRATIO	Other professional services	100-41701-3190	15.00
62706	US POSTMASTER	POSTAGE 6184 x .164	Postage	211-41704-2120	1,014.18
62707	ZIEGLER, INC	#57 BLADE	Equipment repair & maintena	100-43101-3440	3,481.48
DFT0002179	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,234.00
DFT0002179	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002180	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	-21.08
DFT0002180	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	4,039.29
DFT0002180	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,632.36
DFT0002180	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,436.50
DFT0002181	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	-14.08
DFT0002181	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,027.21
DFT0002183	PERA	Retirement-Coordinated	PERA	100-21703	321.92
DFT0002183	PERA	Retirement-Coordinated	PERA	100-43101-1211	-0.03
DFT0002183	PERA	Retirement-Coordinated	PERA	100-21703	5,721.09
DFT0002183	PERA	Retirement-Elected Officials	PERA	100-21703	40.84
DFT0002183	PERA	Retirement-Police & Fire	PERA	100-21703	1,171.85
Grand Total:					154,815.51

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	49,429.46
211 - HAM LAKER	2,619.18
370 - 2010 CIP BOND DEBT	1,050.00
412 - BUILDING	1,488.96
431 - REVOLVING STREET	100,227.91
Grand Total:	154,815.51

Account Summary

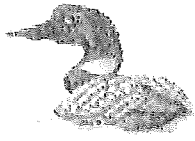
Account Number	Account Name	Payment Amount
100-11501	Misc receivables	95.13
100-11502	COBRA receivable	42.00
100-21701	Federal WH/FICA/MC	12,087.07
100-21702	State W/H	2,013.13
100-21703	PERA	7,255.70
100-21704	Deferred compensation	1,284.00
100-21705	Flexible spending	1,095.07
100-21706	Other payroll deductions	1,193.04
100-41301-3220	Internet & website	268.50
100-41401-2110	Office supplies	137.65
100-41601-2110	Office supplies	164.31
100-41701-2110	Office supplies	88.39
100-41701-2290	Operating supplies	116.03
100-41701-3190	Other professional servi	1,065.00
100-41701-3320	Equipment rentals	31.40
100-41701-4153	Covid 19	12.84
100-41701-5120	Controllable assets	249.08
100-41702-3430	Cleaning service	500.00
100-41702-3620	Natural gas	613.20
100-42201-2110	Office supplies	169.95
100-42201-2210	Clothing & personal prot	309.58
100-42201-2290	Operating supplies	84.78
100-42201-3140	Medical directorship	930.18
100-42201-3150	Personnel testing & recr	105.00
100-42201-3210	Phones/radios/pagers	122.63
100-42201-3450	Fire apparatus repair &	2,028.94
100-42201-3920	Dues & subscriptions	175.00
100-42202-2310	Building repair & mainte	23.17
100-42202-3430	Cleaning service	245.00
100-42202-3620	Natural gas	622.45
100-42401-2820	Codes & standards	219.55
100-43101-1211	PERA	-0.03
100-43101-2210	Clothing & personal prot	227.04
100-43101-2230	Fuel	1,195.74
100-43101-2240	Safety supplies	36.00
100-43101-2290	Operating supplies	542.76
100-43101-2340	Vehicle parts & supplies	680.88
100-43101-3150	Personnel testing & recr	98.81
100-43101-3440	Equipment repair & mai	3,481.48
100-43101-3520	Professional licenses & c	150.00
100-43102-2290	Operating supplies	738.32
100-43102-2710	Salt & sand	7,313.46
100-43104-3430	Cleaning service	100.00
100-43104-3620	Natural gas	54.01
100-43401-3610	Electricity	23.63
100-44101-2290	Operating supplies	140.00
100-44102-3620	Natural gas	677.27
100-44201-2290	Operating supplies	62.14

Account Summary

Account Number	Account Name	Payment Amount
100-44202-3430	Cleaning service	230.00
100-44202-3620	Natural gas	330.18
211-41704-2120	Postage	1,014.18
211-41704-3125	Editing	900.00
211-41704-3970	Printing	575.00
211-41704-3990	Other services and charg	130.00
370-47101-6130	Agent fees	1,050.00
412-41702-5110	Capital assets	1,488.96
431-43301-3810	Contractors	100,227.91
	Grand Total:	154,815.51

Project Account Summary

Project Account Key	Payment Amount
None	54,587.60
201302.089-140	100,227.91
	Grand Total:
	154,815.51



City of Ham Lake, MN

EFT Payroll Check Register

Report Summary

Pay Period: 2/7/2021-2/20/2021

Packet: PYPKT01130 - PPE 2/20/21 PAID 2/26/21

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	63	41,044.46
Total	63	41,044.46

9:50 AM

02/24/21

Accrual Basis

CITY OF HAM LAKE-TRUST MONTHLY CHECK REGISTER

February 11 - 24, 2021

Type	Date	Num	Name Contact	Memo	Amount
Feb 11 - 24, 21					
Check	02/22/2021	5639	DOLLAR TREE	C-O BALANCE	-80.00
Check	02/22/2021	5640	BEN LISOWE	DOG QUARANTINE DEPOSIT	-150.00
Check	02/22/2021	5641	NICOLE PARSONS	DOG QUARANTINE DEPOSIT	-150.00
Feb 11 - 24, 21					<u>-380.00</u>

ORDINANCE NO. 21-XX

An Ordinance Amending ARTICLE 10, SUBDIVISION REGULATIONS, to clarify that the subdivision of land parcels resulting in up to three lots must be platted but may be approved as Minor Plats.

Be it Ordained by the City Council of the City of Ham Lake, Anoka County, Minnesota as follows:

ARTICLE 10, SUBDIVISION REGULATIONS of the Ham Lake City Code is hereby amended as indicated in the following sections:

The following regulations apply to the subdivision of lands, whether by the traditional platting process or by the minor platting process individual lot splits.

...

10-100 Subdivision by means other than traditional platting

10-101 Minor Plats Lot Divisions

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. Land parcels which were not created by platting may be further divided into no more than a total of three resulting parcels of record, Minor plats shall be upon reviewed by the Planning Commission and approved by of 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. Platting of such lots shall be required in the discretion of the City Council. Land parcels which were created by platting may not be further subdivided, except as follows:

...

10-102 Reserved Minor Plats ~~Where a plat will contain one or two lots, the City Council may waive any of the requirements of the code and expedite the plat approval process.~~

10-103 Other Requirements Lots subdivided under this section shall be subject to all of the requirements of lots which are subdivided by the traditional platting process in terms of physical characteristics, park dedication fees, and the dedication of easements for road, drainage or utility purposes. When a lot is subdivided ~~without platting, as outlined in 10-101,~~ and the resulting lots are all five (5) acres or more in size, those lots shall not be required to have access onto a paved public road. The resulting lots from these lot divisions shall still be subject to all of the other lot standards and requirements outlined in this code. City approval of the lot subdivision and of any building permits or certificates of occupancy on the lots may be conditioned upon the property owner entering into a written agreement with the City that commits the property owner to dedicate easements and to waive any

challenge to the imposition of special assessments related to future street paving projects on adjacent roads.

Presented to the Ham Lake City Council on February 16, 2021 and adopted by a unanimous vote this 1st day of March, 2021.

Gary Kirkeide, Acting Mayor

Dawnette Shimek, Deputy City Clerk

ORGANIZATION INFORMATION

Organization Name: Blaine Central Alano Previous Gambling Permit Number: 41-1444295
 Minnesota Tax ID Number, if any: E 32776 Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: 13536 Hwy 165
 City: Ham Lake State: MN Zip: 55304 County: Anoka
 Name of Chief Executive Officer (CEO): Rebecca Breen
 CEO Daytime Phone: 651-353-9875 CEO Email: rbeckame@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

Current calendar year Certificate of Good Standing
 Don't have a copy? This certificate must be obtained each year from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
 Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? Yes No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

one of four or fewer bingo events held this year. Dates: 9/4/21, 10/2/21, 11/6/21, 12/4/21
 -OR-
 conducted on up to 12 consecutive days in connection with a:
 county fair Dates: 9/4/2021 - 10/2/2021 - 11/6/2021 - 12/4/2021
 civic celebration Dates: _____
 Minnesota State Fair Dates: _____

Person in charge of bingo event: Alaina Etheridge Daytime Phone: 763 306 9930
 Name of premises where bingo will be conducted: Blaine Central Alano
 Premises street address: 13536 Highway 165
 City: Ham Lake If township, township name: _____ County: Anoka

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: _____

Signature of City Personnel:

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

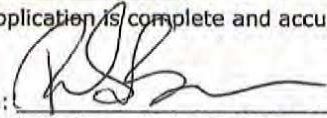
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature:  Date: 2-18-21

(Signature must be CEO's signature; designee may not sign)

Print Name: Rebecca Breen

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?
Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES** tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Memorandum

Date: February 23, 2021
To: Mayor and Councilmembers
From: Tom Collins, City Engineer *TPC*
Subject: 155th Avenue upgrade from Naples Street to Lexington Avenue

Introduction:

The final payment for Dresel Contracting for the upgrade of 155th Avenue is attached. All work for this project has been satisfactorily completed.

Discussion:

The total construction cost of the work completed is \$1,252,333.49. This is \$17,594.80 (1.42%) over the contract amount of \$1,234,738.69.

Additional mucking and associated subgrade excavation were required, which resulted in earthwork overages. The excess subgrade excavation and muck excavation resulted in a \$9,560.43 overage and \$10,409.48 overage, respectively. Excavation of these materials was required because of muck encountered that was not indicated by the soil borings. This also resulted in the placement of additional granular borrow (\$10,360 overage) and aggregate base class 6 (\$11,077.40 overage) required for soil corrections, per the recommendations of the geotechnical engineer. The aggregate base class 5 shoulder overage (\$4,566.89) is due to underestimating the plan amount. The \$2,427.20 overage of silt fence is from project limits that had changed due to the extent of tree clearing and grubbing. Additional overages occurred but to a lesser extent in mail box and culvert removal, culvert end controls and sign panels.

The bituminous wearing course mixture type SP 12.5 overage in the amount of \$6,330.99 is due to the contractor paving a slightly wider base lift to ensure the top lift does not spill over the base lift edge. The bituminous wearing course mixture type SP 9.5 top lift savings of \$10,053.58 more than balances the excess base lift. Other cost savings occurred in brick paver salvage, geotextile fabric, bituminous driveway paving, gravel driveways, 6-inch concrete driveways, common topsoil borrow and turf establishment.

Recommendation:

It is recommended that the project be accepted and the attached payment to Dresel Contracting be approved. Approval will commence the one-year warranty period that the project is free from all defects due to faulty workmanship or defective materials.

Date February 18, 2021

To: Mayor and Councilmembers
City of Ham Lake
15544 Central Avenue NE
Ham Lake, Minnesota 55304

Re: 155th Avenue upgrade from Naples Street to Lexington Avenue

Contractor: Dresel Contracting
24044 July Avenue
Chisago City, Minnesota 55013

Final Contractor Payment

STATEMENT OF WORK

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	TOTAL	PRIOR UNITS	UNITS THIS EST.	UNITS TO DATE	AMOUNT TO DATE
2021.501	MOBILIZATION	LUMP SUM	1	\$110,352.50	\$110,352.50	0.8	0.2	1.0	\$110,352.50
2104.502	REMOVE SIGN	EACH	20	\$48.00	\$960.00	20	0	20	\$960.00
2104.502	REMOVE MAIL BOX SUPPORT	EACH	23	\$90.00	\$2,070.00	24	0	24	\$2,160.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	318	\$2.40	\$763.20	318	0	318	\$763.20
2104.503	REMOVE PIPE CULVERTS	LIN FT	132	\$15.00	\$1,980.00	150	0	150	\$2,250.00
2104.503	REMOVE METAL CULVERT	LIN FT	137	\$10.12	\$1,386.44	164	0	164	\$1,659.68
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	454	\$3.77	\$1,711.58	454	0	454	\$1,711.58
2104.607	SALVAGE TOPSOIL	CU YD	1,368	\$5.79	\$7,920.72	1,368	0	1,368	\$7,920.72
2104.618	SALVAGE BRICK MAIL BOX HOUSING	SQ FT	40	\$14.85	\$594.00	40	0	40	\$594.00
2104.618	SALVAGE BRICK PAVERS	SQ FT	294	\$19.50	\$5,733.00	191	0	191	\$3,724.50
2104.618	SALVAGE AND RECONSTRUCT STONE RETAINING WALL	SQ FT	45	\$36.00	\$1,620.00	45	0	45	\$1,620.00
2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	13,965	\$1.73	\$24,159.45	5,672.2	0	5,672.2	\$9,812.91
2105.507	SUBGRADE EXCAVATION	CU YD	11,973	\$8.14	\$97,460.22	13,147.5	0	13,147.5	\$107,020.65
2105.507	COMMON EXCAVATION	CU YD	4,925	\$7.24	\$35,657.00	4,925	0	4,925	\$35,657.00
2105.507	MUCK EXCAVATION	CU YD	5,287	\$7.88	\$41,661.56	6,608	0	6,608	\$52,071.04
2105.507	GRANULAR BORROW (CV)	CU YD	3,702	\$11.20	\$41,462.40	4,627	0	4,627	\$51,822.40
2211.507	AGGREGATE BASE (CV) CLASS 5 - GRAVEL DRIVEWAY	CU YD	33	\$45.09	\$1,487.97	25	0	25	\$1,127.25
2211.507	AGGREGATE BASE (CV) CLASS 5 - BIT DRIVEWAY	CU YD	146	\$28.36	\$4,140.56	146	0	146	\$4,140.56
2211.507	AGGREGATE BASE (CV) CLASS 6	CU YD	1,552	\$28.55	\$44,309.60	1,940	0	1,940	\$55,387.00
2211.509	AGGREGATE BASE, CLASS 5 - SHOULDER	TON	1,461	\$18.61	\$27,189.21	1,706.4	0	1,706.4	\$31,756.10
2211.509	AGGREGATE BASE CLASS 5	TON	5,572	\$14.86	\$82,799.92	5,572	0	5,572	\$82,799.92
2215.504	FULL DEPTH RECLAMATION	SQ YD	21,413	\$0.80	\$17,130.40	21,200	0	21,200	\$16,960.00
2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) 2.0" THICK DRIVEWAY	SQ YD	1,579	\$19.90	\$31,422.10	790.0	557.1	1,347.1	\$26,807.29
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	2,640	\$97.23	\$256,687.20	2,536.6	0	2,536.6	\$246,633.62
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	2,640	\$78.94	\$208,401.60	2,720.2	0	2,720.2	\$214,732.59
2501.502	12" RC PIPE APRON	EACH	15	\$721.89	\$10,828.35	15	0	15	\$10,828.35
2501.502	15" RC PIPE APRON	EACH	2	\$1,100.97	\$2,201.94	2	0	2	\$2,201.94
2501.502	30" RC PIPE APRON	EACH	2	\$1,498.77	\$2,997.54	2	0	2	\$2,997.54
2501.503	12" RC PIPE CULVERT CLASS V	LIN FT	266	\$73.54	\$19,561.64	266	0	266	\$19,561.64
2501.503	15" RC PIPE CULVERT CLASS V	LIN FT	42	\$83.35	\$3,500.70	40	0	40	\$3,334.00
2501.503	30" RC PIPE CULVERT CLASS V	LIN FT	47	\$198.48	\$9,328.56	47	0	47	\$9,328.56
2501.602	TRASH GUARD FOR 12" PIPE APRON	EACH	15	\$467.81	\$7,017.15	15	0	15	\$7,017.15
2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	2	\$672.46	\$1,344.92	2	0	2	\$1,344.92
2501.602	TRASH GUARD FOR 30" PIPE APRON	EACH	2	\$1,688.02	\$3,376.04	2	0	2	\$3,376.04
2506.502	CASTING ASSEMBLY	EACH	1	\$468.00	\$468.00	1	0	1	\$468.00
2506.602	INSTALL MANHOLE STRUCTURE RFC-465C3	EACH	1	\$3,451.50	\$3,451.50	1	0	1	\$3,451.50
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	12	\$96.00	\$1,152.00	0	0	0	\$0.00
2540.602	INSTALL MAIL BOX SUPPORT - SWING TYPE	EACH	23	\$126.00	\$2,898.00	23	0	23	\$2,898.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$24,610.00	\$24,610.00	1	0	1	\$24,610.00
2564.518	SIGN PANELS TYPE C	SQ FT	208	\$63.25	\$13,156.00	212.25	0	212.25	\$13,424.81
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$2,460.00	\$2,460.00	1	0	1	\$2,460.00
2573.502	CULVERT END CONTROLS	EACH	5	\$150.00	\$750.00	6	0	6	\$900.00
2573.503	BALE BARRIER	LIN FT	495	\$6.00	\$2,970.00	495	0	495	\$2,970.00
2573.503	SILT FENCE; TYPE MS	LIN FT	14,948	\$2.05	\$30,643.40	1,518	14,614	16,132	\$33,070.60
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	2,108	\$2.94	\$6,197.52	11,639	(9,531)	2,108	\$6,197.52
2574.507	COMMON TOPSOIL BORROW	CU YD	221	\$29.39	\$6,495.19	193.1	0	193.1	\$5,675.21
2575.504	EROSION CONTROL BLANKETS CATEGORY 0	SQ YD	10	\$2.10	\$21.00	10	0	10	\$21.00
2575.605	TURF ESTABLISHMENT	ACRE	3.7	\$8,175.30	\$30,248.61	2.6	0.55	3.15	\$25,752.20
TOTAL CONTRACT AMOUNT					\$1,234,738.69				\$1,252,333.49

SUMMARY

Original Contract Amount	\$1,234,738.69
Value Completed To Date	\$1,252,333.49
Material on Hand	\$0.00
SUBTOTAL	<u>\$1,252,333.49</u>
Amount Retained - 0%	\$0.00
Less Pay Estimate #1	\$193,927.69
Less Pay Estimate #2	\$852,791.87
Less Pay Estimate #3	<u>\$105,386.03</u>
AMOUNT DUE THIS ESTIMATE	<u>\$100,227.91</u>

CERTIFICATION OF THE CONTRACTOR

I hereby certify that the work performed and the materials supplied under the terms of the Contract for the referenced project, and all authorized changes to the Contract have an actual value under the Contract of the amounts shown on this estimate (and the final quantities of the final estimate are correct) and that this estimate is just and correct and no part of the "Amount Due This Estimate" has been received.

By _____ Date 2-22-20
Contractor's Authorized Representative (Title)

CERTIFICATION OF THE ENGINEER

I hereby certify that I have prepared or examined this estimate and that the Contractor is entitled to payment of this estimate under the Contract for the referenced project.

By Thomas P. Coll Date 2/22/21
RFC Engineering, Inc.

Respectfully submitted,

RFC Engineering, Inc.

Thomas P. Coll

Tom Collins, P.E.
Ham Lake City Engineer

Memorandum

Date: February 23, 2021
To: Mayor and Councilmembers
From: Tom Collins, City Engineer *TPC*
Subject: Soderville Drive Reconstruction

Introduction:

The Soderville Drive street reconstruction project was accepted at the May 16, 2020 City Council meeting, which commenced the one-year warranty period that the project is free from all defects due to faulty workmanship or defective materials. Acceptance was conditioned on the 2119 Soderville Drive concrete driveway being corrected to the satisfaction of the owner.

Discussion:

The 2119 Soderville Drive concrete driveway has not been corrected. In addition, warranty inspections determined that three bituminous driveways and six concrete driveways were holding water, sunken, structurally and/or aesthetically unacceptable. The Contractor, North Valley, was notified of these additional nine driveways in need of correction in August 2020. None of the driveways were corrected. The attached Addendum to Construction Agreement extends the timeframe to correct the driveways to May 31st, and extends the warranty period for the driveways to May 31, 2022.

Recommendation:

It is recommended that the attached Addendum to Construction Agreement is approved.

ADDENDUM TO CONSTRUCTION AGREEMENT

This amended Contract Agreement made and entered into this 19th day of February, 2021, by and between the City of Ham Lake, party of the first part, hereinafter referred to as the Owner, and North Valley, Inc., party of the second part, hereinafter referred to as the Contractor. The purpose is to amend the completion date of the Contract from October 18, 2020 to May 31, 2021, to amend 25.04 of the Specifications to extend the Performance Bond guarantee for that unfinished portion of the construction project, which includes six (6) concrete driveways and three (3) bituminous driveways, herein referred to as the unfinished portion of the construction project, and any damage to the project due to completion of the project, to reduce the amount of the bond from three hundred ninety-seven thousand four hundred seventy-four dollars and 60 cents (\$397,474.60) to Twenty five thousand dollars (\$25,000.00) and to amend 33.01 of the Specifications to extend that unfinished portion of the work warranty period of the Contract Agreement dated February 26, 2019 from March 10, 2021 to May 31, 2022.

WHEREAS, the Owner has heretofore asked for Proposals for the furnishing of materials, labor and equipment and the use of Contractor's equipment and plant, and all else necessary to complete and to put the entire system in complete working condition, for the reconstruction of Soderville Drive, Ham Lake Project No. 1709 and appurtenances and incidentals thereto, as shown on the Plans and as set forth in the Specifications now on file with the Owner, and that,

WHEREAS, the Contractor has submitted a Proposal in response thereto, which has been accepted by the Owner, in which the Contractor agrees to and shall furnish all necessary materials, labor, use of tools, equipment and plant and everything necessary to perform the work designated and set forth in the Contract, including all Contractor's superintendence, and to furnish everything necessary for the completion of the project and to put the entire system into complete working condition.

WHEREAS, the Owner has conditionally accepted the project on the 16th day of March, 2020, and

WHEREAS, the Contractor has been contacted on the 28th day of August, 2020, 12th day of November, 2020, the 1st day of December 2020, the 4th day of January, 2021, the 22nd day of January, 2021 and the 27th day of January, 2021 to complete the unfinished portion of the construction project to the satisfaction of the Contract and the Owner.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH, that the Contractor agrees with the Owner to furnish all necessary materials, labor, plant, machinery and appliances, and at the Contractor's own risk and expense, construct and complete the said work within the amended time specified herein, TIME BEING OF THE ESSENCE OF THIS CONTRACT, in accordance with the amended Contract amount for the total cost of Twenty-five thousand dollars (\$25,000.00).

THIS AGREEMENT FURTHER WITNESSETH, that the Contractor shall commence work under this Contract on a date acceptable to both parties and the Contractor shall complete all of the work under this Contract as follows: Turf establishment required for erosion control shall be completed per the section on erosion control. The unfinished portion of the construction project shall be completed by May 31, 2021.

THIS AGREEMENT FURTHER WITNESSETH, which the contract documents consist of the following component parts, all of which are as full a part of this Contract as though herein stated verbatim or if not attached, as if hereto attached:

1. Notice to Contractors
2. Proposal
3. Bid Bond
4. Agreement
5. Instructions and Information for Bidders
6. General Conditions
7. Special Provisions
8. Construction Specifications
9. Drawings
10. Performance/Payment Bond
11. All Addenda issued prior to the time for opening Bids

- 12. Notice of Award
- 13. Change Order

The provisions of Minnesota Statutes 181.59 relating to discrimination in employment, and the civil and criminal sanctions for violation, are adopted hereby for reference as if fully set forth herein. Contractor agrees to be bound by the non-discrimination provisions and to be subject to the criminal and civil sanctions of Minnesota Statutes 181.59 for violation of this clause.

THIS AGREEMENT FURTHER WITNESSETH, that the Contractor agrees to pay all persons furnishing labor and material in and about the performance of this Contract; and the Contractor will, within ten (10) days after the acceptance of the revised completion date, execute this Amended Contract and furnish an amended Performance Bond to be approved by the Owner in a sum equal to Twenty-five thousand dollars (\$25,000). The Performance Bond shall be kept effective and in full force for one (1) year after the completion and approval of the work not completed to date. The bond shall serve as a guarantee of the function and workmanship of the work. This bond shall make the Contractor's sureties responsible for underwriting the work against faulty workmanship or defective materials. Final acceptance of the work shall not relieve the sureties of responsibility for a period on one (1) year after the final acceptance of the unfinished portion of the construction project. The Contractor shall guarantee all materials and equipment furnished and work performed for a period of one (1) year from date of completion of the unfinished portion of the construction project. The Contractor warrants and guarantees for a period of one (1) year from the date of completion, that work unfinished to date, is free from all defects due to faulty materials or workmanship and the Contractor shall promptly make such corrections as may be necessary by reason of such defects including the repairs of any damage to other parts of the system resulting from such defects. The Owner will give notice of observed defects with reasonable promptness. In the event that the Contractor should fail to make such repairs, adjustments, or other work that may be made necessary by such defects, the Owner may charge the Contractor the cost thereby incurred. The performance bond shall remain in full force and effect through the guarantee period. The Contractor further agrees to take all precautions to protect the public against injury and to save the Owner harmless from all damages and claims of the Contractor or the Contractor's Agents or Employees while engaged in the performance of this Contract and will indemnify the Owner against all claims, liens and claims for liens for labor performed or material furnished as aforesaid and against all loss by reason of the failure of the Contractor in any respect to fully perform all obligations of this Contract.

The Contractor and the Owner agree that all of the terms of this Contract shall be binding upon themselves, their heirs, administrator, executors, legal and personal representatives, successors and assigns.

This Contract is entered into under and pursuant to the laws of the State of Minnesota and shall in all respects be construed in accordance with the laws of said State.

IN WITNESS WHEREOF, the parties hereto have executed this instrument under their several seals this ____ day of _____, 2021, the name and corporate seal of each corporate party being hereto affixed and those present duly signed by its undersigned representative, pursuant to authority of its governing body.

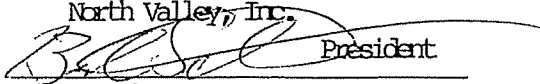
City of Ham Lake, Minnesota
Owner

Witness By Title


Witness By Title

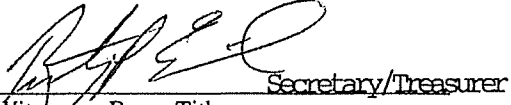
PARTY OF THE SECOND PART

North Valley, Inc.

 President

Witness Contractor Brad Schmittbauer



 Secretary/Treasurer

Witness By Title
Timothy P. Erickson



INDIVIDUAL ACKNOWLEDGMENT

STATE OF MINNESOTA
COUNTY OF Anoka

On this _____ day of _____, 2021, before me personally appeared _____ to me known and known to me to be the individual(s) described in and who executed the above instrument and he acknowledged to me that he executed the same.

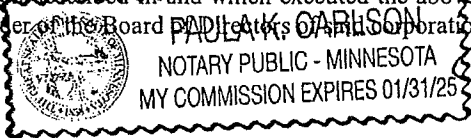
Notary Public

CORPORATION ACKNOWLEDGMENT

STATE OF MINNESOTA
COUNTY OF Anoka

On this 19th day of February, 2021, before me personally appeared Brad Schmidtbauer to me known, who being by me duly sworn, did depose and say the he is the President of North Valley, Inc.

~~the corporation described in and which executed the above instrument; that he knows the seal of said corporation, affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.~~



Paul A. Carlsson
Notary Public

FIRM ACKNOWLEDGMENT (For Proprietorships and Partnerships)

STATE OF MINNESOTA
COUNTY OF _____

On this _____ day of _____, 2021, before me personally appeared _____ to me known and known to me to be one of the firm _____ described in and who executed the foregoing instrument, and he thereupon acknowledged to me that he executed the same as and for the act and deed of said firm.

Notary Public

SURETY RIDER

To be attached to and form a part of

Bond No. **54-225246**

Type of Bond:

dated effective **February 19th, 2019**
(MONTH-DAY-YEAR)

executed by **North Valley, Inc.**, as Principal,
(PRINCIPAL)

and by **United Fire & Casualty Company**, as Surety,

In favor of **City of Ham Lake**
(OBLIGEE)

In consideration of the mutual agreements herein contained the Principal and the Surety hereby consent to changing

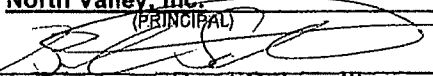
The bond amount to \$25,000 per Addendum to Construction Contract dated 2/19/2021. Per the Addendum to the construction agreement, the bond only covers the Unfinished portion of the work as defined in the agreement. The warranty provision only applies to the unfinished portion of the work.

Nothing herein contained shall vary, alter or extend any provision or condition of this bond except as herein expressly stated.

This rider is effective **February 19th, 2019**
(MONTH-DAY-YEAR)

Signed and Sealed **February 19th, 2021**
(MONTH-DAY-YEAR)

North Valley, Inc.
(PRINCIPAL)

By:  _____
President
(PRINCIPAL) **Brad Schmidtbauer**

United Fire & Casualty Company
(SURETY)

By:  _____
(ATTORNEY-IN-FACT) **Alan Starks**



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
 FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA
 CERTIFIED COPY OF POWER OF ATTORNEY
 (original on file at Home Office of Company – See Certification)

Inquiries: Surety Department
 118 Second Ave SE
 Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

TERRY STARKS, ALAN STARKS, ROBERT E. CLEMANTS, MELISSA M. NORDIN, NAME ALEMDAR, JEFFREY SETTEM, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI – Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 17th day of November, 2017

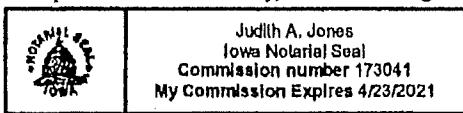


UNITED FIRE & CASUALTY COMPANY
 UNITED FIRE & INDEMNITY COMPANY
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Dennis J. Richmann*
 Vice President

State of Iowa, County of Linn, ss:

On 17th day of November, 2017, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



Judith A. Jones
 Notary Public
 My commission expires: 4/23/2021

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 19th day of February, 2021



By: *Mary A. Bertsch*
 Assistant Secretary,
 UF&C & UF&I & FPIC

License Agreement

Agreement, made this ____ day of _____, 2021 between the City of Ham Lake, a Political Subdivision under the laws of the State of Minnesota (“City”) and Dane Allen Homes, Inc. (“Owner”).

Recitals

Owner is the current owner of the Benefitted Parcel located at 2658 153rd Avenue NE, Ham Lake, Minnesota (Lot 1, Block 4, Harmony Estates 2nd Addition, Anoka County, Minnesota). City is the owner of a drainage and utility easement across said Benefitted Parcel.

It is therefore agreed as follows:

Grant of License

The City of Ham Lake, does hereby grant unto Owner and successors in title, a license to construct and maintain a septic system that crosses within the City’s drainage and utility easement.

This grant of license is subject to the following conditions:

1. No usage of said drainage and utility easement shall be permitted which interferes with any drainage pattern, traffic pattern or other needed public usage;
2. If, in the future, the City, in its sole discretion, deems it necessary to utilize the licensed area for any lawful public purpose for which the land was dedicated, City may require that the licensees remove any object or structure, and may terminate any or all of this License at any time. Further, if licensees fail to remove any object or structure as directed, City retains the right to remove any such object or structure, and licensee accepts the risk of any loss.
3. The Benefitted Parcel to which this license applies is: **Lot 1, Block 4, Harmony Estates 2nd Addition, Anoka County, Minnesota**, which may be used for the construction and maintenance of a septic system that crosses within the City’s drainage and utility easement.

Executed this ____ day of _____, 2021.

The following page contains signatures and acknowledgements.

City of Ham Lake

Owner: Dane Allen Homes, Inc.

Gary Kirkeide, Acting Mayor

Dane A. Willenbring, President

Dawnette Shimek, Deputy City Clerk

State of Minnesota)
) ss Acknowledgment
County of Anoka)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Gary Kirkeide and Dawnette Shimek, the Acting Mayor and Deputy City Clerk, respectively, of the City of Ham Lake, a Political Subdivision, on behalf of the City.

Notary Public

State of Minnesota)
) ss Acknowledgment
County of _____)


The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Dane A. Willenbring, President, Dane Allen Homes, Inc.

Notary Public

Drafted by:
City of Ham Lake
15544 Central Ave. NE
Ham Lake, MN 55304

Return Document to:
City of Ham Lake
15544 Central Ave. NE
Ham Lake, MN 55304

Memorandum

Date: February 25, 2021
To: Mayor and Councilmembers
From: David A. Krugler, Senior Project Engineer 
Subject: Lund's Lakeview Forest Street Reconstruction

Introduction:

Bids were opened today for the tree removal required for the reconstruction of the 0.8 miles of streets within the residential subdivision of Lund's Lakeview Forest.

Discussion:

Plans for the Lund's Lakeview Forest Street reconstruction project order by the City Council on August 17, 2020 will not be ready before the oak wilt restriction will be placed on tree removals from April 1st through July 15th. City ordinance 11.1400.4 restricts the removal of Red Oak Trees within these dates. There are considerable oak trees within the Lund's Lakeview Forest subdivision that will be required to be removed for the road project that will fall under this restriction.

Three bids were received and are shown in the attached breakdown. The bids ranged between \$64,860.00 and \$74,078.86, with an average bid of \$68,239.62. The lowest bidder was Hugo's Tree Care, Inc. The Engineer's Construction Cost Estimate is \$54,510.00. The low bidder is 19.0% above the Engineer's Construction Cost Estimate. Hugo Tree is a responsible contractor and provides all tree clearing for the City of Maplewood and has sub-contracted with Park Construction and Site Works.

Recommendation:

It is recommended to adopt the attached Resolution awarding the contract to Hugo Tree in the amount of \$64,860.00 for tree removal required reconstruction of the streets within Lund's Lakeview Forest.

RESOLUTION NO. 21-XX

WHEREAS, pursuant to an advertisement for bids for the 2021 Tree Removal Project at Lund's Lakeview Forest, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Hugo Tree	\$64,860.00
Reliable Tree	\$65,780.00
Novo, Inc.	\$74,078.86

AND WHEREAS, it appears that Hugo Tree is the lowest responsible bidder;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HAM LAKE, MINNESOTA:

1. That the Acting Mayor and Deputy City Clerk are hereby authorized and directed to enter into a contract with Hugo Tree in the name of the City of Ham Lake for the 2021 Tree Removal Project at Lunds Lakeview Forest, according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.
2. The Deputy City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The City Attorney is hereby directed to review all bids and contracts for the Tree Removal Project.

Adopted by a unanimous vote of the Ham Lake City Council this 1st day of March, 2021.

Gary Kirkeide, Acting Mayor

Dawnette Shimek, Deputy City Clerk

BID TABULATION
LUND'S LAKEVIEW FOREST TREE REMOVAL PROJECT
HAM LAKE IMPROVEMENT PROJECT 1907
February 25, 2021

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY.	Engineering Estimate		Hugo's Tree Care		Reliable Tree Service		Novco, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2101.501	CLEARING	ACRE	0.69	\$2,350.00	\$1,621.50	\$6,000.00	\$4,140.00	\$6,000.00	\$4,140.00	\$4,347.00	\$2,999.43
2101.502	CLEARING - 6" + DIAMETER	EACH	230	\$140.00	\$32,200.00	\$160.00	\$36,800.00	\$150.00	\$34,500.00	\$148.00	\$34,040.00
2101.506	GRUBBING	ACRE	0.69	\$1,650.00	\$1,138.50	\$6,000.00	\$4,140.00	\$6,000.00	\$4,140.00	\$4,347.00	\$2,999.43
2101.507	GRUBBING - 6" + DIAMETER	EACH	230	\$85.00	\$19,550.00	\$86.00	\$19,780.00	\$100.00	\$23,000.00	\$148.00	\$34,040.00
TOTAL			1		\$54,510.00		\$64,860.00		\$65,780.00		\$74,078.86

Average Bid \$68,239.62

*Denotes bidder calculation error

PLAN SYMBOLS

- EXISTING CENTERLINE
- - - PROPOSED CENTERLINE
- EXISTING RIGHT-OF-WAY LINE
- - - PROPOSED RIGHT-OF-WAY LINE
- EXISTING EASEMENT LINE
- - - PROPOSED EASEMENT LINE
- LOT SECTION
- PROPERTY LINE
- CONSTRUCTION LIMITS
- CLEAR ZONE
- EXISTING INTERMEDIATE GRADE BREAK
- PROPOSED INTERMEDIATE GRADE BREAK
- EXISTING INDEX GRADE BREAK
- PROPOSED INDEX GRADE BREAK
- EXISTING DITCH LINE
- PROPOSED DITCH LINE
- EXISTING FENCE LINE / FENCE POSTS
- SILT FENCE
- WETLAND BOUNDARY
- REMOVE EXISTING TREES
- BENCH MARK / IRON MONUMENT
- LIGHT POLE / BOLLARD
- SOIL BORING
- BUILDING
- PROPOSED RIPRAP
- MAILBOX
- EXISTING SIGN
- PROPOSED SIGN

UTILITY SYMBOLS

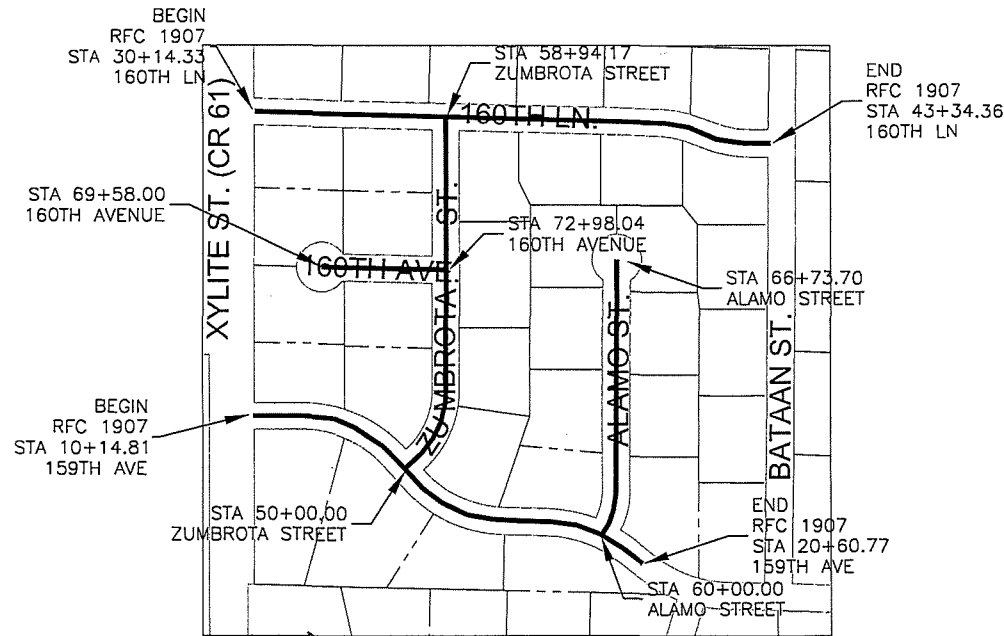
- GAS GAS GAS LINE
- PETRO PETRO PETROLEUM LINE
- OHE OHE OVERHEAD ELECTRIC
- UGE UGE UNDERGROUND
- T T T UNDERGROUND TELEPHONE LINE
- CATV CATV UNDERGROUND CABLE TV LINE
- FO FO UNDERGROUND FIBER OPTIC LINE
- ELECTRIC MANHOLE
- ELECTRIC JUNC. BOX
- CABLE TV JUNC. BOX
- MANHOLE JUNC. BOX FIBER OPTIC STRUCTURES
- EXISTING POWER POLE AND GUY WIRE
- EXISTING STORM DRAIN LINE
- PROPOSED FLARED END SECTION
- EXISTING CATCH BASIN
- PROPOSED CATCH BASIN
- EXISTING MANHOLE
- PROPOSED MANHOLE
- WELL
- CLEARING AND GRUBBING AREAS

City of Ham Lake, Minnesota

CONSTRUCTION PLAN FOR TREE AND STUMP REMOVAL, CLEARING AND GRUBBING LUND'S LAKEVIEW FOREST TREE REMOVAL PROJECT

FOR CONSTRUCTION OF 159TH AVENUE, 160TH LANE, ALAMO STREET, ZUMBROTA STREET, AND 160TH AVENUE; WITHIN THE LIMITS DEFINED BELOW

COORDINATES LISTED IN PLANS ARE BASED ON NAD83 LAMBERT CONFORMAL CONIC COUNTY PARAMETERS FOR ANOKA COUNTY ELEVATIONS LISTED IN PLANS ARE BASED ON NAVD88



CITY PROJECT NUMBER 1907

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE 2018 EDITION OF THE "MATERIALS LAB SUPPLEMENTAL SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MMUTCD, INCLUDING FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

INDEX

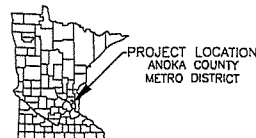
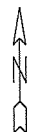
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2-3	TREE REMOVALS: 159TH AVE AND OTHERS

THIS PLAN CONTAINS 3 SHEETS

ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT. I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNED: *Thomas P. Collins*
 THOMAS P. COLLINS
 DATE: 02/18/2021 REG. NO. 26471

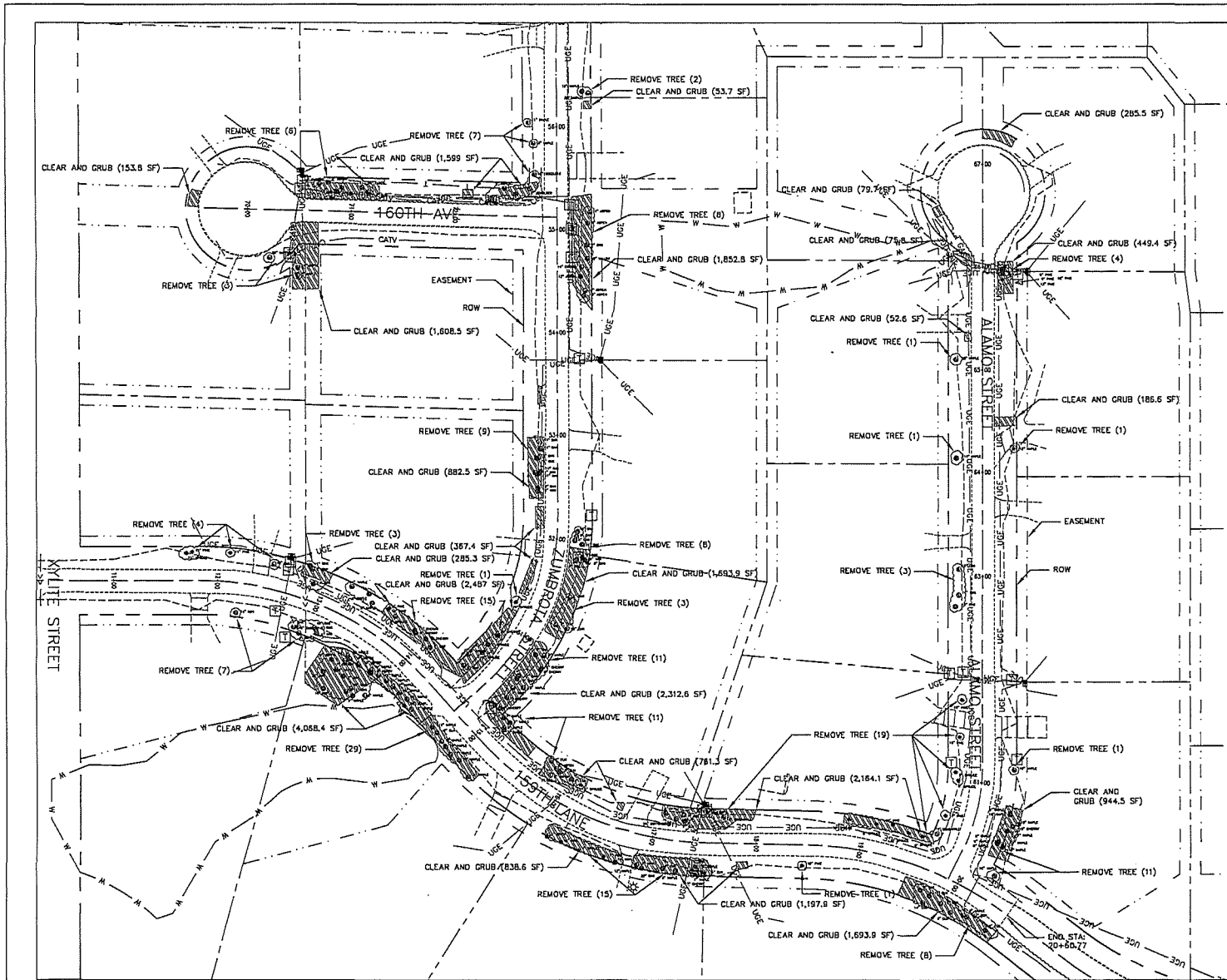
APPROVED: *Thomas P. Collins* 02/18/2021
 CITY OF HAM LAKE ENGINEER DATE



PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

RFC ENGINEERING, INC.
Consulting Engineers

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



THIS SHEET
 TREE REMOVALS: 192
 CLEAR AND GRUB: 26,408 SF = 0.61 ACRES

- NOTES:**
1. SOME OR ALL TREES WITHIN THE RIGHT-OF-WAY MAY BE REMOVED BASED ON CANOPY/ROOT LOCATION.
 2. ALL OAK TREES TO BE REMOVED MUST NOT BE REMOVED OR TRIMMED BETWEEN APRIL 1ST AND JULY 15TH. IF OPERATIONS RESULT IN WOUNDS TO THE OAK TREES OR ROOTS BETWEEN APRIL 1ST AND JULY 15TH, ALL WOUNDS MUST BE TREATED IMMEDIATELY WITH A LATEX BASED PAINT AND ALL STUMPS MUST BE REMOVED FROM THE SITE IMMEDIATELY.
 3. ALL TREES DETERMINED TO NEED REMOVAL BY CONTRACTOR AND NOT MARKED FOR REMOVAL ON THIS PLAN MUST BE APPROVED BY THE ENGINEER BEFORE REMOVAL.
 4. CLEARING AND GRUBBING MARKED ON THE PLAN EXTEND TO THE RIGHT-OF-WAY.

ROPER STATE CALL
 800-252-1166 651-454-0002

UTILITIES: CENTURYLINK (763) 712-5017
 CENTERPOINT ENERGY (763) 323-2760
 COMCAST (952) 607-4078
 CONNORCUS ENERGY (763) 323-4268
 GREAT RIVERS ENERGY (763) 445-3884
 KCHH PIPELINE (952) 832-2684 (952) 807-4183
 XCEL ENERGY (612) 328-4508

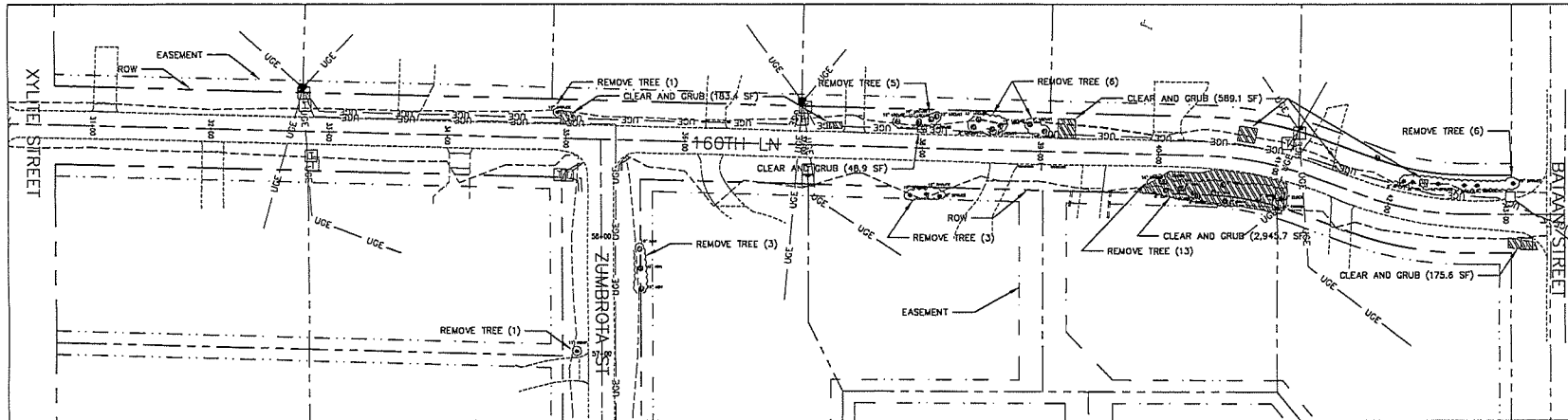
DATE	REVISION HISTORY

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Shawn P. Allen
 DATE: 02/18/21 REG. NO.: 28421

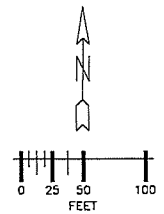
RFC ENGINEERING, INC.
 Consulting Engineers

13635 Johnson Street
 Ham Lake, MN 55304
 Telephone 763-862-8000
 Fax 763-862-8042
 DESIGN BY: GJM DRAWN BY: GJM CHECKED BY: TPC

HAM LAKE IMPROVEMENT PROJECT 1907
 LUND'S LAKEVIEW FOREST TREE REMOVAL
 DWG: 1907 TREES 1
 DATE: 02/18/2021
 JOB NUMBER: 1907
 SHEET: 2 OF 3
 FILE: 36-1-161



THIS SHEET
 TREE REMOVALS: 38
 CLEAR AND GRUB: 3,943 SF
 = 0.091 ACRES



NOTES:

1. SOME OR ALL TREES WITHIN THE RIGHT-OF-WAY MAY BE REMOVED BASED ON CANOPY/ROOT LOCATION.
2. ALL OAK TREES TO BE REMOVED MUST NOT BE REMOVED OR TRIMMED BETWEEN APRIL 1ST AND JULY 15TH. IF OPERATIONS RESULT IN WOUNDS TO THE OAK TREES OR ROOTS BETWEEN APRIL 1ST AND JULY 15TH, ALL WOUNDS MUST BE TREATED IMMEDIATELY WITH A LATEX BASED PAINT AND ALL STUMPS MUST BE REMOVED FROM THE SITE IMMEDIATELY.
3. ALL TREES DETERMINED TO NEED REMOVAL BY CONTRACTOR AND NOT MARKED FOR REMOVAL ON THIS PLAN MUST BE APPROVED BY THE ENGINEER BEFORE REMOVAL.
4. CLEARING AND CRUBBING MARKED ON THE PLAN EXTEND TO THE RIGHT-OF-WAY.

800-252-1166 651-454-0002

UTILITIES:
 CENTURYLINK (763) 712-3017
 CENTERPOINT ENERGY (763) 323-2780
 COMCAST (652) 807-4078
 CONNEXUS ENERGY (763) 323-4268
 GREAT RIVERS ENERGY (763) 445-5884
 KOCH PIPELINE (652) 832-2684 (852) 807-4183
 XCEL ENERGY (612) 326-4508

DATE	REVISION HISTORY

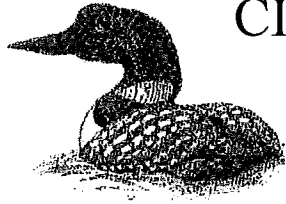
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Thomas P. Olsen
 DATE: 02/18/21 REG. NO. 26471

RFC ENGINEERING, INC.
 Consulting Engineers

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

HAM LAKE IMPROVEMENT PROJECT 1907
 LUND'S LAKEVIEW FOREST TREE REMOVAL
 TREE REMOVALS
 DESIGN BY: GJM DRAWN BY: GJM CHECKED BY: TPC

DWG: 1907 TREES 2
 DATE: 02/18/2021
 JOB NUMBER: 1907
 SHEET: 3 OF 3
 FILE: 36-1-162



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 22, 2021

The Ham Lake Planning Commission met for its regular meeting on Monday, February 22, 2021 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Commissioners Brian Pogalz, Kyle Lejonvarn, Scott Heaton, Dave Ringler, Jonathan Fisher and Erin Dixon

MEMBERS ABSENT: Commissioner Jeff Entsminger

OTHERS PRESENT: Building and Zoning Clerk Jennifer Bohr

CALL TO ORDER: Chair Pogalz 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 Ringler, seconded by Lejonvarn, to approve the minutes of the November 23, 2020 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Steve Schahn requesting a Conditional Use Permit to operate Schahn Construction Services, LLC at 15630 Central Avenue NE

Steve Schahn was present. Mr. Schahn stated he operates a concrete, masonry business at the location. Mr. Schahn stated business hours are typically 7:00 a.m. to 4:00 p.m. with periodic loading of equipment or material being done until 5:00 p.m. Mr. Schahn stated he intends to add a six-foot-high, wooden privacy fence, expand the driveway and outdoor storage yard, build a cold storage structure on the existing concrete slab in the northwest corner and update the building. Commissioner Ringler completed the inspection, a copy which is on file. Commissioner Ringler stated he spoke with Mr. Schahn about having a hard surface parking area for employees and striping the parking lot. Commissioner Ringler stated Mr. Schahn said no customers will be on-site. Commissioner Ringler stated they discussed the construction of additional fencing in the spring, outdoor storage, noise and security lighting. Commissioner Ringler stated Mr. Schahn noted that a sign would be constructed on-site; Mr. Schahn will need to request a permit and work with the building department for approval on signage and fencing. Commissioner Lejonvarn offered suggestions for types of fencing Mr. Schahn might

consider and stated the Anoka County Sheriff's Department could offer suggestions on the best location to locate security lighting. Commissioner Dixon asked if trucks would be parked on-site and if they would be idling on start up. Mr. Schahn stated he intends to park service, supply and dump trucks on-site. Commissioner Dixon asked if trucks will be idling before 7:00 a.m., especially in the winter. Mr. Schahn stated two trucks will be inside of the building and one may be outdoors; the idle time would be similar to the time a personal vehicle would idle in the winter to warm up.

Chair Pogalz opened the public hearing at 6:15 p.m. and asked for public comment.

Kim Brown, 1330 157th Avenue NE, was present. Ms. Brown stated she owns the property directly west of Mr. Schahn's location. Ms. Brown stated she was drawn to area as it was a quiet, rural-like area. Ms. Brown stated she has had no issues with the occupants of the parcel and communication with them has been great thus far. Ms. Brown asked if there will be more trucks and traffic at the site in the future; will any mixing be done at the site and how will noise be managed. Ms. Brown stated she hoped the business would keep the site aesthetically pleasing and would vet future renters carefully if the house was ever rented to anyone other than family.

Chair Pogalz closed the public hearing at 6:18 p.m.

Chair Pogalz asked Mr. Schahn to respond to Ms. Brown's remarks. Mr. Schahn stated he currently has three trucks for the business; he hopes the business will grow which could mean an additional two pick-up trucks could be added. Mr. Schahn stated he anticipates trucks will be idling in the front (east side) or north of the building. Mr. Schahn stated he is masonry concrete contractor not a redi-mix plant so no mixing of cement will be done on-site. Mr. Schahn stated it has been their goal to clean up the site and he intends to continue to do so. Commissioner Lejonvarn stated idling trucks should be kept as far away from the western tree line as possible. Commissioner Lejonvarn asked if anything stored in the fenced in area would be higher than the fence. Mr. Schahn stated a truck or backhoe may be stored in the area and that equipment could possibly be higher than the fence; extra material or soil stored in the area would be minimal. **Motion by Commissioner Ringler, second by Lejonvarn to recommend approval of a Conditional Use Permit as requested by Steve Schahn to operate Schahn Construction Services, LLC at 15630 Central Avenue NE subject to business hours of 7:00 a.m. to 6:00 p.m., Monday through Friday, striping the parking lot and marking handicap spaces per spaces identified on the site plan, parking idling trucks near the northern side of the building or east of that area, no idling of trucks near tree line, storage of equipment and materials in screened outside storage area, security lighting, fencing and signage complying with City Code and meeting all State, County, and City requirements.** Commissioner Heaton asked the applicant to comment on the proposed conditions. Commissioner Ringler asked if the operating hours noted were acceptable. Mr. Schahn stated the conditions were acceptable. **All present in favor, motion carried.** *This item will be placed on the March 1, 2021 City Council Agenda.*

NEW BUSINESS: None

COMMISSION BUSINESS:

City Council Update

Commissioner Pogalz stated the he attended the December 7, 2020 City Council meeting and updated the Planning Commission on action taken. Commissioner Ringler will be attending the March 1, 2021 City Council meeting.

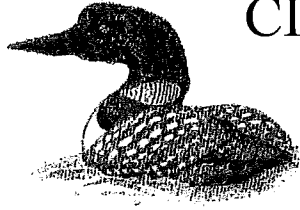
Parkland Dedication

Chair Pogalz asked Building and Zoning Clerk Bohr to provide information on this item. Building and Zoning Clerk Bohr stated in the future the Planning Commission will be providing a recommendation on how the parkland dedication requirement will be met as early in the platting procedure as is practical since the Park and Tree Commission has been dissolved and disbanded.

ADJOURNMENT:

Motion by Heaton, seconded by Fisher, to adjourn the Planning Commission meeting at 6:31 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 22, 2021

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: November 23, 2020

PUBLIC HEARINGS:

6:01 p.m. Steve Schahn requesting a Conditional Use Permit to operate Schahn Construction Services, LLC at 15630 Central Avenue NE.

NEW BUSINESS:

1. None

COMMISSION BUSINESS:

1. City Council Update
2. Parkland dedication



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 1-13-21

Date of Receipt _____
Receipt # 88603 / 89203

Meeting Appearance Dates:
Planning Commission 2-22-21

City Council _____

Please check request(s):

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

- Commercial Building Permit
- 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: SCHAHN CONSTRUCTION SERVICES, LLC

Address/Location of property: 15630 CENTRAL AVE NE

Legal Description of property: AKA - 15638 Central Ave NE

PIN # 20-32-23-21-0007 Current Zoning CO-2 Proposed Zoning _____

Notes: Concrete/masonry business

Applicant's Name: STEVE SCHAHN

Business Name: SCHAHN CONSTRUCTION SERVICES, LLC

Address 15630 CENTRAL AVE NE

City HAM LAKE State MN Zip Code 55304

Phone 763-413-1826 Cell Phone 763-234-6359 Fax 763-244-1209

Email address _____

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 1-13-21

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission _____
City Council _____

PROPERTY TAXES CURRENT (YES) NO

Anoka County Parcel Viewer



Parcel Information:

20-32-23-21-0007
15638 CENTRAL AVE NE
HAM LAKE
MN 55304
Plat:

Approx. Acres: 1.9

Commissioner: JULIE BRAASTAD

Owner Information:

SCHAHN MICHELLE
15638 CENTRAL AVE NE
HAM LAKE
MN
55304





SCHAHN

CONSTRUCTION SERVICES, LLC

15630 Central Avenue NE

Ham Lake, MN 55304

P: 763.234.6359

F: 763.244.1209

Schahn Construction Services, LLC (SCS) is a concrete and masonry construction business serving both commercial and residential customers in the Twin Cities area. SCS Employees range from 3 to 10, depending on the time of year. Most work is done between 7 am and 6 pm on weekdays, and nearly all of that work is done out in the field. All but up to 2 employees are field personnel, meaning there will only be 2 people in the office on a regular basis.

The SCS business location at 15630 Central Avenue NE in Ham Lake serves as storage and reloading area for various jobs. A screened outside storage area on site is for vehicles (trucks and dump trucks), equipment (skid loader, trailers, scaffolding), materials (block and brick left over from other projects, bracing / forming lumber) needed for operation. The grade for the screened area will be crushed rock for drainage. Unheated storage will be in a new single story building structure utilizing an existing 30'x 40' slab at the northwest corner of the new screened area constructed with masonry block or stick framing to match the remodeled main building. The new storage structure will have a truss roof system. The main building on site will be for storage of temperature sensitive products and for more costly equipment. Repairs and maintenance to our equipment will also be done as needed in the main building.

The existing house on the property is to be occupied by our family members. When they are done living there, we intend to rent the house out as residential property.

SCS intends its business location to serve as an office for management; up to 2 people, and storage and loading (as described above) and serving as an office location for employees that need to drop off paperwork, load/unload vehicles and meeting with management. One or two employees may take company vehicles out into the field (and therefore park their vehicle(s) at the business location for the work day), the rest drive their own vehicles to the various job sites (and don't park for prolonged periods at the business location).

We intend to create a new driveway approach in front of the existing shop building to allow for turning around and backing up large trucks and trailers without blocking up the street. The new approach will be 30 feet wide and be located approximately 110 feet south of the existing driveway to the house.

We will have a monument and sign made from an old, vintage cement mixer and a sign approximately 10 SF, similar in size to the existing sign on the site.

We are excited to be a part of the Ham Lake business community.

Sincerely,

Steve Schahn, Owner

Michelle Schahn, CPA / Office Manager



SCHAHN

CONSTRUCTION SERVICES, LLC

15630 Central Avenue NE
Ham Lake, MN 55304

P: 763-413-1826 F: 763-244-1209

January 26, 2021

Re: Proposed fence design for the future home of Schahn Construction Services

The proposed fence around the yard of the new property at 15630 Central Avenue is to be made of wood boards 1x6 placed tight together to prevent being able to see through the fence with 6"x 6" wood posts set in concrete bases roughly 6' to 8' apart. The fence shall be at least 6' tall and not taller than 8'.

The gates will be made of steel - chain link construction with Slats to improve opaqueness or will be covered with wood to match the fence if possible based on weight restrictions of the gate systems.

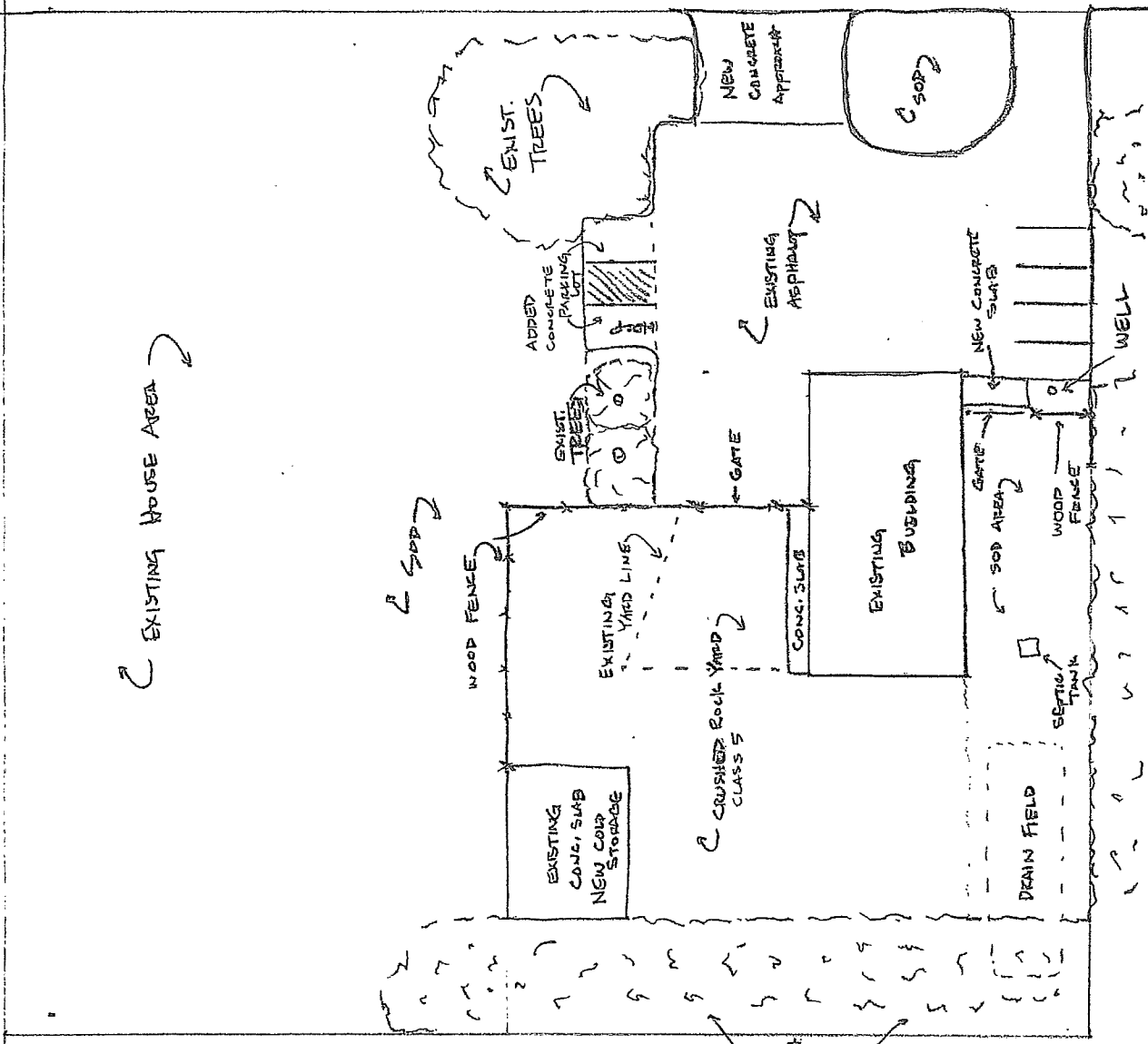
CENTRAL AVENUE NW



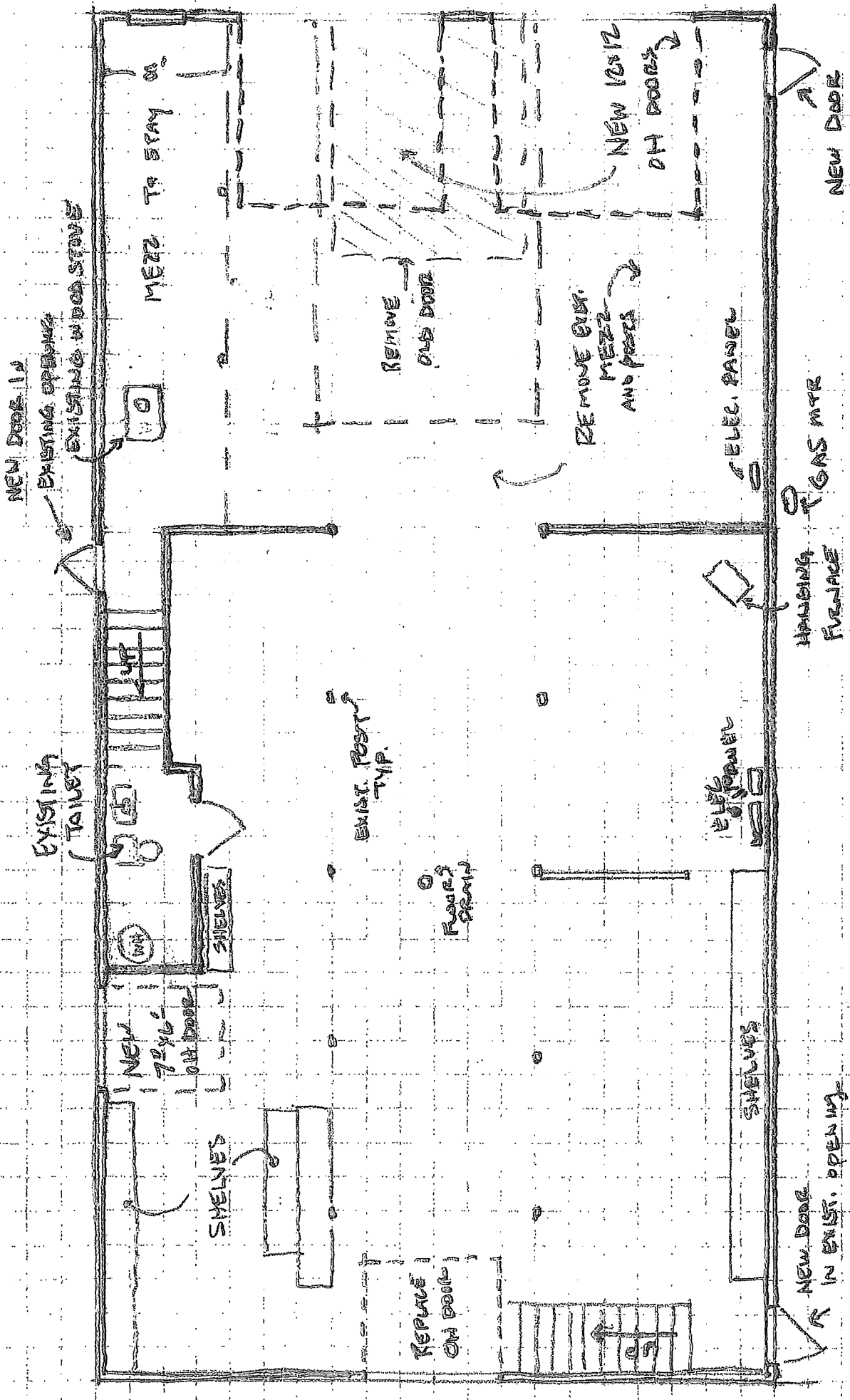
1"=30'

FUTURE HOME OF
SCHAHN CONSTRUCTION SYS.
15630 CENTRAL AVE NE
HAM LAKE, MN

EXISTING HOUSE AREA



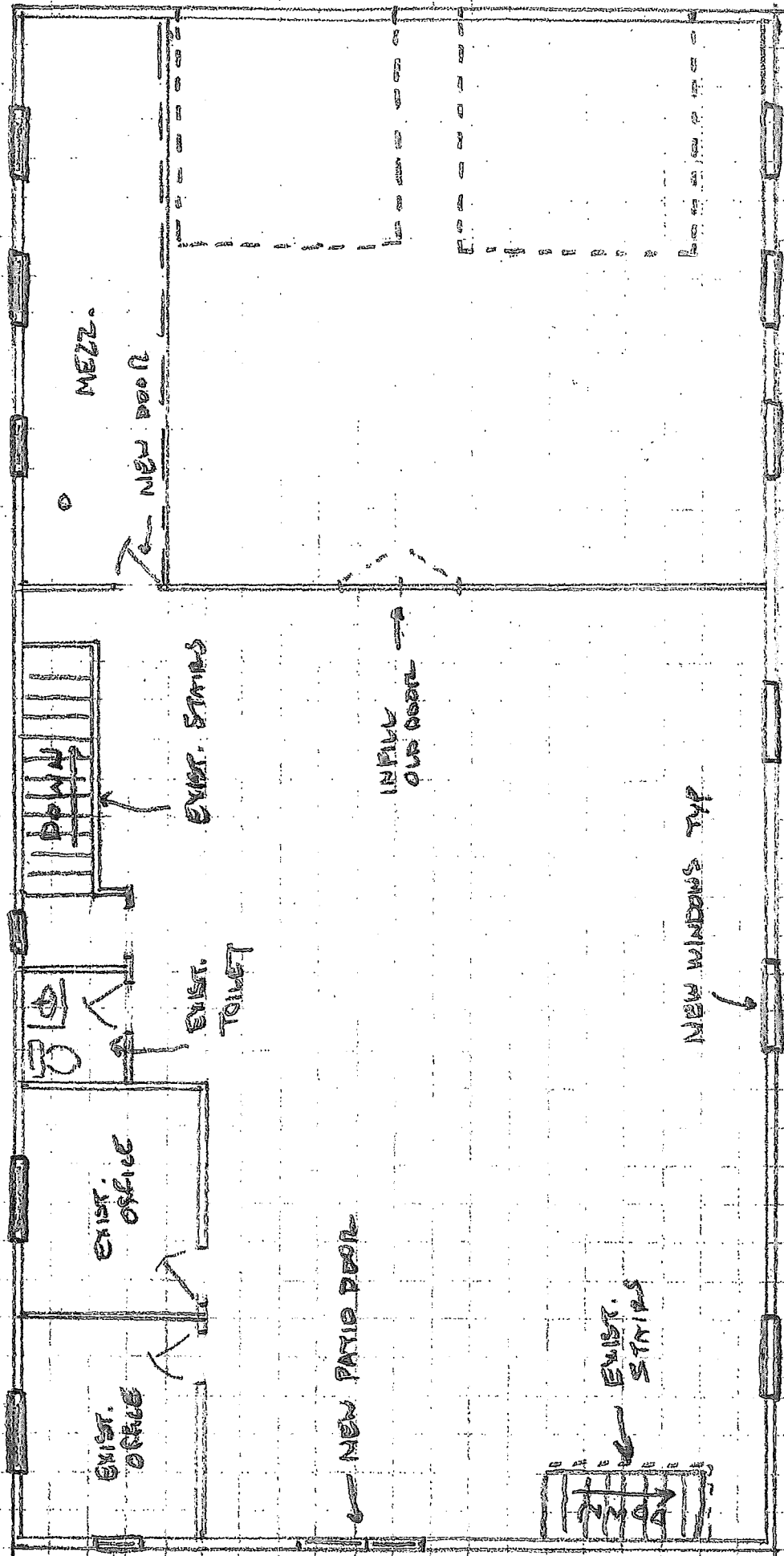
EXISTING TREES / BRUSH BARRIERS



SEAMAN CONSTRUCTION
 15030 CENTRAL AVENUE

SCALE = 1/8" = 1'

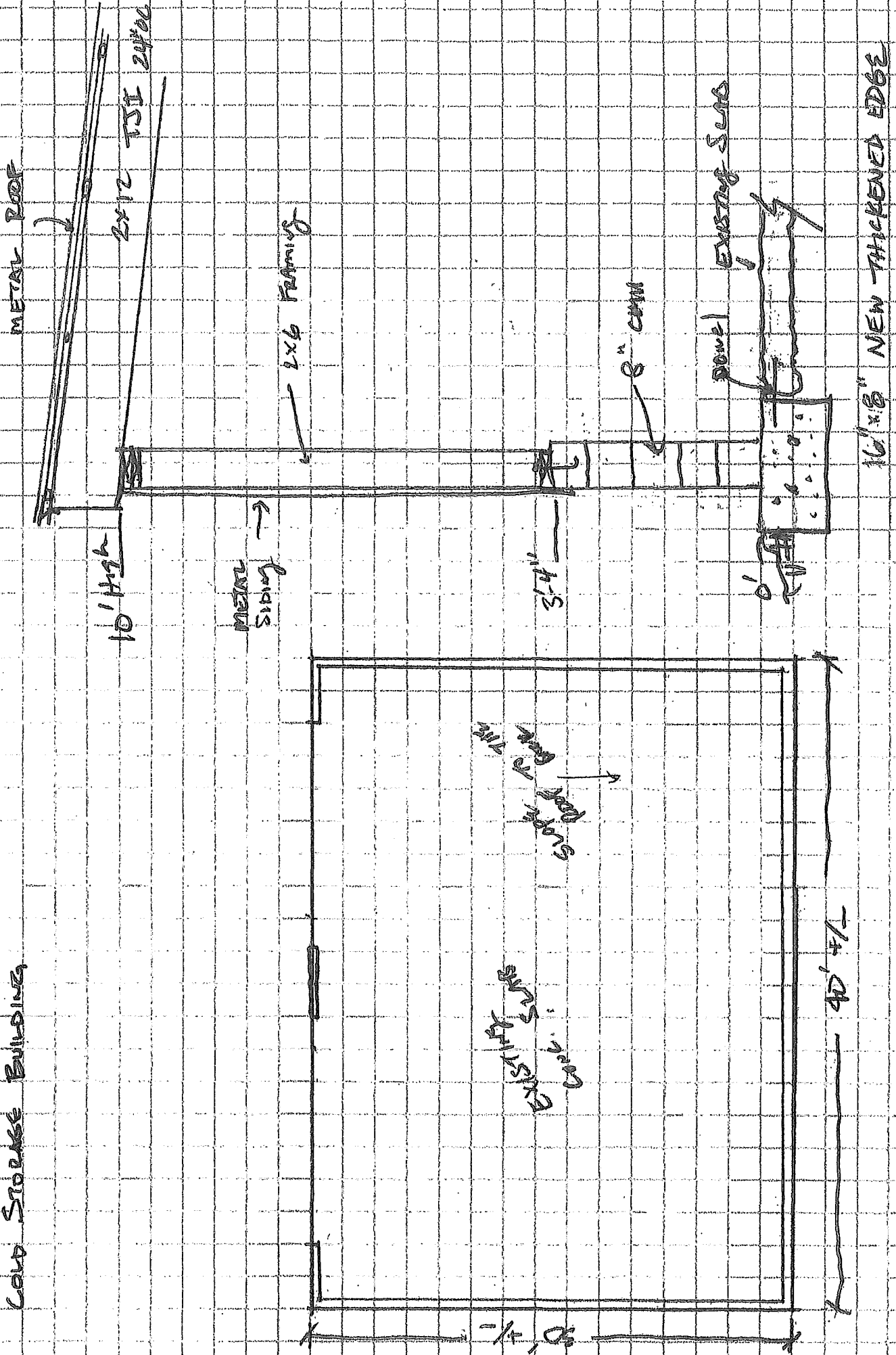
MAIN FLOOR



* ALL WINDOWS ARE NEW IN NEW OPENINGS
 * ALL WALLS ARE EXISTING

SECOND FLOOR

SCAFFOLD CONSTRUCTION
COLD STORAGE BUILDING



Coon Creek Watershed District

13632 Van Buren St. NE • Ham Lake, MN 55304

August 24, 2020

Steve Schahn
Schahn Construction Services, LLC
15630 Central Avenue NE
Ham Lake, MN 55304

Re: Permit Review for Schahn Construction Office – PAN 20-108

Mr. Schahn:


The Coon Creek Watershed District reviewed your Technical Assistance application for the above-mentioned project and your letter dated August 13, 2020 and have determined that this project is granted a waiver pursuant to District Rule 14.1.1 and will **not** require a Coon Creek Watershed District permit.

The applicable permit trigger for the proposed project is work involving high infiltration soils. Due to the nature and scope of the project, it is not likely to affect the volume and rate of runoff. The project is, therefore, not likely to impair attainment of the purpose and intent to the District Rules. It is based on this assessment that this waiver is granted. Please ensure that proper erosion and sediment control measures are used and maintained throughout the project.

Please note that this waiver only applies to the scope of work as stated in the Technical Assistance application and site plan submitted to the District on July 8, 2020. If there are significant changes to the scope of the project, this waiver will be considered null and void.

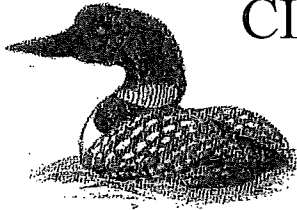
If you have any questions, please contact Matt Danzl at 763-755-0975.

Sincerely,



Tim Kelly, District Administrator

Cc: File 20-108
Ed Matthiesen, Wenck
Eileen Weigel, Wenck
Tom Collins, Ham Lake



CITY OF HAM LAKE

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

NOTICE OF PUBLIC HEARING CITY OF HAM LAKE COUNTY OF ANOKA STATE OF MINNESOTA

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, February 22, 2021 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the application of Steve Schahn for a Conditional Use Permit to operate Schahn Construction Services, LLC (a concrete/masonry business) at 15630 Central Avenue NE, a parcel of certain land situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

LEGAL DESCRIPTION:

PIN# 20-32-23-21-0007

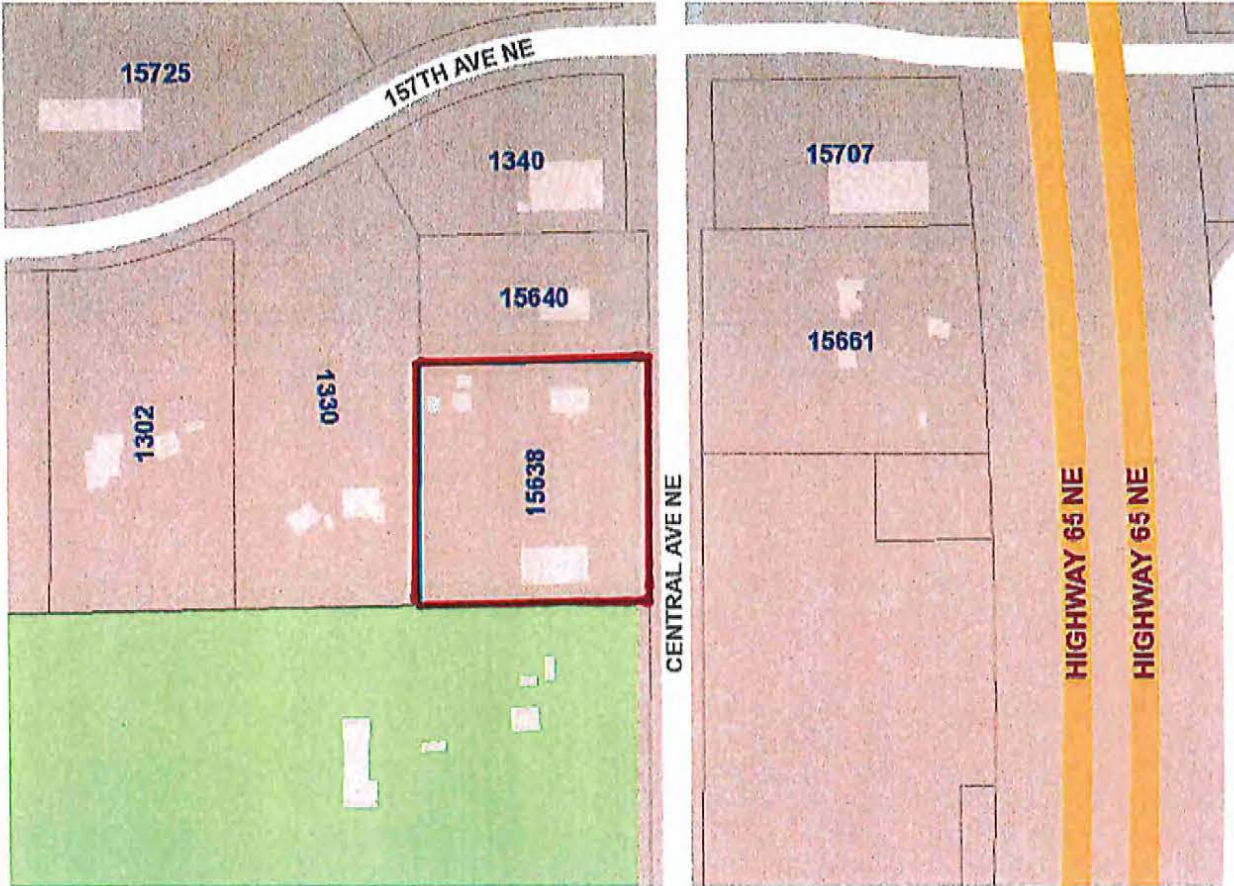
THE S 295 FT OF N 450 FT OF E 315 FT, AS MEAS ALG E & N
LINES, OF NE1/4 OF NW1/4 OF SEC 20 TWP 32 RGE 23, EX RD,
SUBJ TO EASE OF REC

At such hearing both written and oral comments will be heard.

DATED: February 12, 2021

Jennifer Bohr
Zoning and Building Clerk
City of Ham Lake

-PLEASE SEE REVERSE SIDE FOR SITE MAP-



15630 Central Ave NE is located on the same parcel as 15638 Central Ave NE.

