

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 15, 2021

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

2.0 PUBLIC COMMENT

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Lt. Schuldt, Anoka County Sheriff's Office Monthly Report

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 March 1, 2021

4.2 Approval of claims

4.3 Approval of recommending to the Anoka County Board of Commissioners to reappoint Dwight McCullough to the Coon Creek Watershed Board of Managers

4.4 Approval of a New Tobacco License for Central Tobacco Inc. dba Central Tobacco at 13654 Highway 65 NE

4.5 Approval of a New Tobacco License for Celine Stop Ham Lake Inc. dba Little Wonder at 13660 Highway 65 NE

4.6 Approval of Elevator Preventative Maintenance Contract with All City Elevator, Inc.

4.7 Approval of appointing Fire Department Officers for 2021-2022

4.8 Approval of extending a conditional offer of employment as a paid-on-call firefighter to the following: Daniel Beane, Lindsay Daraitis, Brandon Hanson, Andrew Kuntz, Damon Lucas, Chandler Schahn, Alexandru Schillo and William Thorpe

4.9 Approval of the Arbor Day Proclamation for May 1, 2021

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Consideration of an amendment to Article 9 of the Ham Lake City Code related to Home Occupation Permits (this is considered the First Reading of an Ordinance)

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

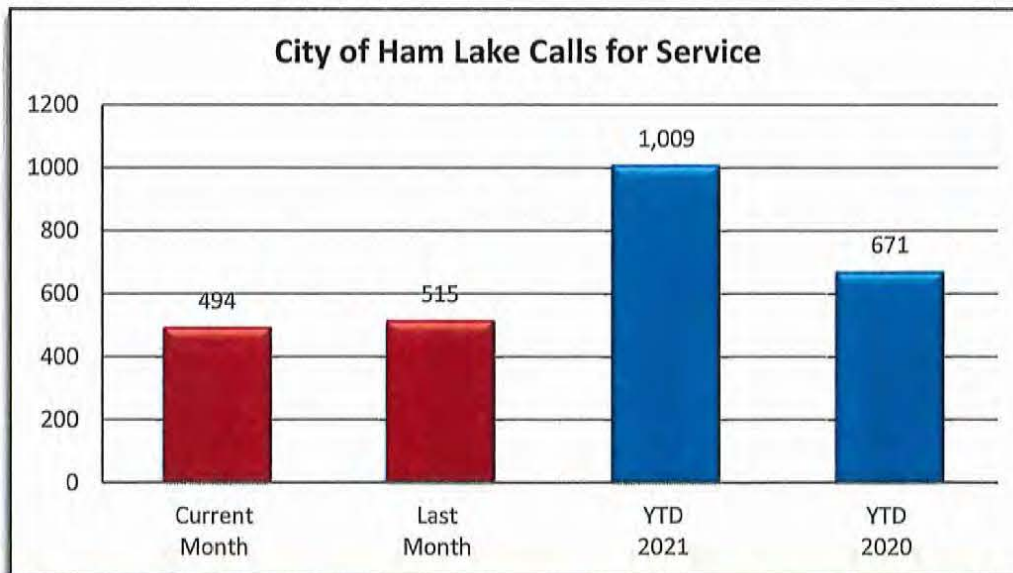
ANOKA COUNTY SHERIFF'S OFFICE MONTHLY REPORT

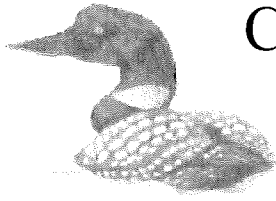
SECTION II

PATROL DIVISION

CITY OF HAM LAKE - FEBRUARY 2021

OFFENSE	JAN	FEB	MAR	APR	*MAY	*JUN	*JUL	*AUG	SEP	OCT	NOV	DEC	YTD 2021	YTD 2020
Call for Service	515	494											1,009	671
Burglaries	0	1											1	1
Thefts	12	16											28	10
Crim Sex Conduct	1	0											1	2
Assault	0	0											0	1
Dam to Property	4	4											8	2
Harass Comm	0	0											0	0
Felony Arrests	19	3											22	7
Gross Misd Arrests	1	2											3	2
Misd Arrests	6	2											8	13
DUI Arrests	2	3											5	5
Domestic Arrests	2	0											2	1
Warrant Arrests	10	10											20	3
Traffic Arrests	93	55											148	59





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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MARCH 1, 2021

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, March 1, 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: Acting Mayor Gary Kirkeide and Councilmembers Jim Doyle, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: Mayor Mike Van Kirk

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

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

2.0 PUBLIC COMMENT – None

Acting Mayor Kirkeide asked for a moment of silence honoring Eldon Hentges the City's first Mayor and Fire Chief who recently passed.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

4.1 Approval of minutes of February 16, 2021

4.2 Approval of claims in the amount of \$196,239.97

4.3 Approval of Ordinance No. 21-02 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 an 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. located at 2658 153rd Avenue NE, Ham Lake, Minnesota (Lot 1, Block 4, Harmony Estates 2nd Addition)

4.8 Approval of Resolution No. 21-07 accepting the low bid for the Tree Removal Project at Lund's Lakeview Forest

Motion by Kirkeide, seconded by Wilken, to approve the March 1, 2021 Consent Agenda with the omission of Item 4.8. All present in favor, motion carried.

Acting Mayor Kirkeide stated that the low bid for the Tree Removal Project at Lund's Lakeview Forest came in at 19% above the Engineer's Construction Cost Estimate. Engineer Collins stated that the City has a "No-Cut" Period between April 1 and July 15 in accordance with the City's Shade Tree Ordinance. The City Council can either award or reject the low bid and have the tree removal project rebid, but the tree removal would not move forward until July following the "No-Cut" period and the project would not be completed until the fall. **Motion by Kirkeide, seconded by Doyle, to approve item 4.8 on the consent agenda. All present in favor, motion carried.**

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

Motion by Kirkham, seconded by Doyle, to concur with the Planning Commission and approve the 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. All present in favor, motion carried.

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

Councilmember Kirkham stated that the Park Committee met prior to the City Council meeting and that a busy season is planned for park improvements. The improvements include the following: Lions Park will be improved with new ballfield fencing and dugout covers; the concession stand needs to be replaced and he suggested getting quotes for a pole shed type building; the tennis courts need to be redone and also updated to include pickleball courts. Ham Lake Park improvements will include removing the asphalt where the ice rink is and restoring the area to grass to allow for easier flooding of the rink and sustaining ice longer. Parks with basketball courts will be resurfaced and some other parks will be updated with basketball courts. Councilmember Kirkham stated that the sliding hills currently located in the City have been very successful. The Soderville ballfield will have parking area added along the west side as the Holiday Stationstores project moves forward. Councilmember Kirkham stated that he has also requested that the City's website be updated with park information.

11.3 Announcements and future agenda items - None

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

Dawnette Shimek, Deputy City Clerk

**CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
March 15, 2021**

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	3/3/21 - 3/17/21	
EFT	# 1407 - 1415	\$ 44,232.89
CHECKS	# 62708 - 62751	\$ 106,359.30
BANK DRAFTS	DFT0002185 - DFT2191	\$ 21,055.15
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 171,647.34</u>
PAYROLL CHECKS		
03/12/21		\$ 32,479.94
		\$ -
TOTAL PAYROLL CHECKS		<u>\$ 32,479.94</u>
TRUST CHECKS	#5642	\$ 80.00
TOTAL OF ALL PAYMENTS		<u>\$ 204,207.28</u>
VOID CHECKS		
EFT		
CHECKS		
TRUST CHECKS	#5639	\$ 80.00

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 15TH DAY OF MARCH 2021

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Payment Dates 3/4/2021 - 3/17/2021

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1407	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1408	WELLS FARGO - 6003	Health Savings Account-6003	Flexible spending	100-21705	125.00
1409	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	73.26
1409	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1410	FASTENAL	PLOW BOLTS	Operating supplies	100-43102-2290	94.78
1411	O'REILLY AUTOMOTIVE STORE	#54 GASKET, HUB CAP	Vehicle parts & supplies	100-43101-2340	19.88
1411	O'REILLY AUTOMOTIVE STORE	#57 FUEL FILTER	Vehicle parts & supplies	100-43101-2340	6.00
1411	O'REILLY AUTOMOTIVE STORE	#75 TOGGLE SWITCH	Vehicle parts & supplies	100-43101-2340	5.99
1411	O'REILLY AUTOMOTIVE STORE	GREASE GUN	Small tools	100-43101-2410	34.99
1411	O'REILLY AUTOMOTIVE STORE	GREASE GUN	Small tools	100-43101-2410	-34.99
1411	O'REILLY AUTOMOTIVE STORE	GREASE GUN	Small tools	100-43101-2410	49.99
1412	RFC ENGINEERING, INC.	JACKSON, MCKAY - 154TH	Engineering	431-43301-3135	13.45
1412	RFC ENGINEERING, INC.	ABERDEEN, 144TH - 145TH	Engineering	431-43301-3135	4,593.09
1412	RFC ENGINEERING, INC.	155TH, NAPLES - LEXINGTON	Engineering	431-43301-3135	661.49
1412	RFC ENGINEERING, INC.	MSA GROUP BILLING	Engineering	431-43301-3135	2,937.17
1412	RFC ENGINEERING, INC.	SODERVILLE DRIVE	Engineering	431-43301-3135	785.70
1412	RFC ENGINEERING, INC.	TWIN BIRCH ACRES	Engineering	431-43301-3135	499.65
1412	RFC ENGINEERING, INC.	LUND'S LAKEVIEW FOREST	Engineering	431-43301-3135	12,315.73
1412	RFC ENGINEERING, INC.	ANOKA COUNTY GIS DATA EX	Engineering	100-41101-3135	221.71
1412	RFC ENGINEERING, INC.	STREET LIGHT POLICY	Engineering	100-41101-3135	13.45
1412	RFC ENGINEERING, INC.	BASE MAP	Engineering	100-41101-3135	102.41
1412	RFC ENGINEERING, INC.	COUNCIL MEETING	Engineering	100-41101-3135	80.71
1412	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41101-3135	376.63
1412	RFC ENGINEERING, INC.	COMP PLAN UPDATE	Engineering-comprehensive p	100-41101-3136	1,119.21
1412	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	309.38
1412	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEV EL	Engineering	100-41601-3135	215.22
1412	RFC ENGINEERING, INC.	L3B1 EAGLE RIDGE ESTATES A	Engineering	100-41601-3135	118.40
1412	RFC ENGINEERING, INC.	ZONING MAP	Engineering	100-41601-3135	312.63
1412	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	154.92
1412	RFC ENGINEERING, INC.	L1B2 RYLIES WAY DEVIATION	Engineering	100-42401-3135	321.67
1412	RFC ENGINEERING, INC.	L1B2 GALLAGHER SHORES SEP	Engineering	100-42401-3135	40.46
1412	RFC ENGINEERING, INC.	L7B2 HARMONY ESTATES 2ND	Engineering	100-42401-3135	53.95
1412	RFC ENGINEERING, INC.	L3B1 ULFERTS FOURNIER ACR	Engineering	100-42401-3135	107.61
1412	RFC ENGINEERING, INC.	L13B2 HIDDEN FOREST E 2ND	Engineering	100-42401-3135	295.92
1412	RFC ENGINEERING, INC.	PW TRAFFIC SIGN POLICY	Engineering	100-43101-3135	53.80
1412	RFC ENGINEERING, INC.	5-YEAR PLAN	Engineering	100-43101-3135	629.82
1412	RFC ENGINEERING, INC.	CCWD RULES AMENDMENTS	Engineering	100-43201-3135	444.70
1412	RFC ENGINEERING, INC.	URRWMO STORMWATER DESI	Engineering	100-43201-3135	743.71
1412	RFC ENGINEERING, INC.	URRWMO ANNUAL REPORT	Engineering	100-43201-3135	80.71
1412	RFC ENGINEERING, INC.	CCWD FLOOD ZONE REVIEW	Engineering	100-43201-3135	80.71
1412	RFC ENGINEERING, INC.	HAM LAKE AS LGU-WCA	Engineering	100-43201-3135	26.90
1412	RFC ENGINEERING, INC.	STORMWATER POND INVENT	Engineering	100-43201-3135	77.41
1412	RFC ENGINEERING, INC.	SRWMO ANNUAL REPORT	Engineering	100-43201-3135	67.26
1412	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	1,580.38
1412	RFC ENGINEERING, INC.	LUND'S LAKVIEW FOREST TRE	Engineering	431-43301-3135	3,906.57
1412	RFC ENGINEERING, INC.	STREET INVENTORY & UPDAT	Engineering	431-43301-3135	40.46
1412	RFC ENGINEERING, INC.	CROSTOWN E OF HWY 65	Engineering	431-43301-3135	94.16
1412	RFC ENGINEERING, INC.	181ST, CONCORD - HWY65	Engineering	431-43301-3135	134.51
1412	RFC ENGINEERING, INC.	E FRONT ROAD, CSAH 18 - 17	Engineering	431-43301-3135	3,028.94
1412	RFC ENGINEERING, INC.	BUNKER, JEFFERSON - TH65	Engineering	431-43301-3135	632.19
1412	RFC ENGINEERING, INC.	2021 REHAB	Engineering	431-43301-3135	1,820.69
1412	RFC ENGINEERING, INC.	SODERVILLE PARK EXPANSION	Engineering	440-44103-3135	511.14
1412	RFC ENGINEERING, INC.	EVERGREEN ESTATES	Engineering	890-90001-3135	13.45
1412	RFC ENGINEERING, INC.	CREEKSIDE FARMS	Engineering	890-90001-3135	19.10

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1412	RFC ENGINEERING, INC.	NETTAS PRESERVE	Engineering	890-90001-3135	53.80
1412	RFC ENGINEERING, INC.	HARMONY ESTATES 3RD	Engineering	890-90001-3135	53.80
1412	RFC ENGINEERING, INC.	BRAASTAD LANDSCAPING	Engineering	890-90001-3135	550.48
1412	RFC ENGINEERING, INC.	SCHAHN CONCRETE	Engineering	890-90001-3135	13.45
1412	RFC ENGINEERING, INC.	SCHAHN CONSTRUCTION MAI	Engineering	890-90001-3135	25.00
1412	RFC ENGINEERING, INC.	CONSTANCE BOULEVARD TER	Engineering	890-90001-3135	793.61
1412	RFC ENGINEERING, INC.	FLAMINGO TERRACE EXP	Engineering	890-90001-3135	91.50
1412	RFC ENGINEERING, INC.	13856 RADISSON ROAD LOT LI	Engineering	890-90001-3135	121.05
1412	RFC ENGINEERING, INC.	CROSTOWN ROLLING ACRES	Engineering	890-90001-3135	129.97
1412	RFC ENGINEERING, INC.	GROWING GENERATIONS DAY	Engineering	890-90001-3135	174.86
1412	RFC ENGINEERING, INC.	LIVE WIRE ELECTRIC	Engineering	890-90001-3135	376.63
1412	RFC ENGINEERING, INC.	HIDDEN FOREST E 3RD	Engineering	890-90001-3135	420.67
1412	RFC ENGINEERING, INC.	HOLIDAY STATION STORE	Engineering	890-90001-3135	776.61
1412	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering	100-43501-3135	263.69
1414	STAR TRIBUNE MEDIA COMPA	VACATION - ROW MARSHAL	Legal notices/publications/bid	100-41101-3950	52.40
1414	STAR TRIBUNE MEDIA COMPA	PH-CODE CHANGE - HOP	Legal notices/publications/bid	100-41101-3950	39.30
1414	STAR TRIBUNE MEDIA COMPA	SCHAHN CUP	Legal notices/publications/bid	890-90001-3950	56.33
1415	WRUCK SEWER & PORTABLE	SANITIZER STAND	Equipment rentals	100-41701-3320	25.00
1415	WRUCK SEWER & PORTABLE	SLEDDING HILL	Rentals-other	100-44101-3390	45.50
1415	WRUCK SEWER & PORTABLE	LION'S PLAYGROUND RENTAL	Rentals-other	100-44101-3390	45.50
1415	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	45.50
62708	BUREAU OF CRIMINAL APPRE	CHILD PROTECTION BACKGRO	Personnel testing & recruitme	100-42201-3150	15.00
62709	ACE SOLID WASTE INC	MARCH ORGANICS	Waste management & recycli	231-43601-3630	295.69
62710	ANOKA COUNTY PROPERTY	HEDDEN SEPTIC LICENSE L11	Misc receivables	100-11501	46.00
62711	CARSON, CLELLAND, & SCHRE	STREET VACATION	Attorney	100-41101-3110	35.00
62711	CARSON, CLELLAND, & SCHRE	COUNCIL MEETINGS	Attorney	100-41101-3110	180.00
62711	CARSON, CLELLAND, & SCHRE	CONSTANCE BOULEVARD	Attorney	100-41101-3110	70.00
62711	CARSON, CLELLAND, & SCHRE	CITY WEBPAGE	Attorney	100-41101-3110	70.00
62711	CARSON, CLELLAND, & SCHRE	DEMOLITION PERMIT	Attorney	100-41101-3110	35.00
62711	CARSON, CLELLAND, & SCHRE	SUBDIVISION ORDINANCE	Attorney	100-41102-3110	105.00
62711	CARSON, CLELLAND, & SCHRE	SIGN ORDINANCE	Attorney	100-41102-3110	87.50
62711	CARSON, CLELLAND, & SCHRE	PROSECUTIONS	Attorney	100-41501-3110	6,500.00
62711	CARSON, CLELLAND, & SCHRE	ABERDEEN, 144TH - 145TH	Attorney	431-43301-3110	70.00
62711	CARSON, CLELLAND, & SCHRE	SODERVILLE DRIVE	Attorney	431-43301-3110	70.00
62711	CARSON, CLELLAND, & SCHRE	NETTAS PRESERVE	Attorney	890-90001-3110	140.00
62712	CITY OF COLUMBUS	FEB SIGNAL LEXINGTON & BR	Electricity	100-43401-3610	22.70
62713	CITY OF ROSEVILLE	2021 DW LASERFICHE & ADO	Software licenses & upgrades	100-41201-2510	19.33
62713	CITY OF ROSEVILLE	2021 DS, SHARED LASERFICHE	Software licenses & upgrades	100-41301-2510	477.58
62713	CITY OF ROSEVILLE	2021 AW, SK LASERFICHE & A	Software licenses & upgrades	100-41401-2510	24.92
62713	CITY OF ROSEVILLE	2021 JB LASERFICHE & ADOBE	Software licenses & upgrades	100-41601-2510	19.33
62713	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-41701-3210	115.83
62713	CITY OF ROSEVILLE	IT SERVICE	Computer & software support	100-41707-3120	3,499.60
62713	CITY OF ROSEVILLE	2021 TM LASERFICHE & ADOB	Software licenses & upgrades	100-42201-2510	24.92
62713	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-42201-3210	64.25
62713	CITY OF ROSEVILLE	2021 NW, TD LASERFICHE & A	Software licenses & upgrades	100-42401-2510	44.25
62713	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-42401-3210	102.83
62713	CITY OF ROSEVILLE	2021 JW ADOBE LICENSE	Software licenses & upgrades	100-43101-2510	5.58
62713	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-43101-3210	64.25
62713	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-44101-3210	12.83
62713	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-44201-3210	51.42
62714	COMFORT PEST CONTROL OF	SR CTR INSECT CONTROL	Building repair & maintenanc	100-44202-3420	60.00
62715	COMPASS MINERALS AMERIC	114.93 TN SALT	Salt & sand	100-43102-2710	7,283.11
62716	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	694.10
62716	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	32.71
62716	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	104.95
62716	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	14.95
62716	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	257.26
62716	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	539.42
62716	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	65.00
62716	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	1,063.05

Council Approval List

Payment Dates: 3/4/2021 - 3/17/2021

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
62716	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	275.60
62716	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	124.80
62716	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	85.93
62716	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	78.80
62716	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	77.23
62716	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	76.03
62716	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	71.24
62716	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	67.09
62716	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	25.00
62716	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	54.69
62716	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	13.50
62716	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	206.34
62716	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	37.19
62716	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	13.50
62716	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	1,340.95
62716	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	126.45
62716	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	38.38
62716	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	30.05
62716	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	373.75
62716	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,392.59
62718	COON CREEK WATERSHED DIS	TWIN BIRCH ACRES ESCROW	Performance escrows receive	431-11503	6,680.00
62719	DEHN OIL CO	300 GAL DIESEL	Fuel	100-43101-2230	717.00
62719	DEHN OIL CO	360 GAL DIESEL	Fuel	100-43101-2230	896.40
62719	DEHN OIL CO	250 GAL. GASOLINE	Fuel	100-43101-2230	633.75
62720	DO ALL PRINTING	BUSINESS CARDS - LV	Office supplies	100-42201-2110	28.50
62721	EMERGENCY APPARATUS MTC	A1	Fire apparatus repair & maint	100-42201-3450	4,981.67
62721	EMERGENCY APPARATUS MTC	E1	Fire apparatus repair & maint	100-42201-3450	1,594.60
62721	EMERGENCY APPARATUS MTC	E2	Fire apparatus repair & maint	100-42201-3450	1,458.03
62721	EMERGENCY APPARATUS MTC	G2	Fire apparatus repair & maint	100-42201-3450	653.29
62721	EMERGENCY APPARATUS MTC	R1	Fire apparatus repair & maint	100-42201-3450	788.11
62721	EMERGENCY APPARATUS MTC	T1	Fire apparatus repair & maint	100-42201-3450	1,261.86
62721	EMERGENCY APPARATUS MTC	T2	Fire apparatus repair & maint	100-42201-3450	1,204.38
62721	EMERGENCY APPARATUS MTC	T3	Fire apparatus repair & maint	100-42201-3450	1,410.80
62721	EMERGENCY APPARATUS MTC	E1	Fire apparatus repair & maint	100-42201-3450	2,614.60
62721	EMERGENCY APPARATUS MTC	E2	Fire apparatus repair & maint	100-42201-3450	1,745.30
62721	EMERGENCY APPARATUS MTC	A1	Fire apparatus repair & maint	100-42201-3450	638.46
62721	EMERGENCY APPARATUS MTC	R1	Fire apparatus repair & maint	100-42201-3450	80.87
62722	ERIK SKOGQUIST	1ST QTR ASSESSING	Assessing/property tax admin	100-41403-3105	9,779.52
62723	FLEETPRIDE	DIESEL EXHAUST FLUID	Operating supplies	100-43101-2290	138.15
62723	FLEETPRIDE	FILTERS	Operating supplies	100-43101-2290	26.72
62724	GRATITUDE FARMS	FEBRUARY ANIMAL CONTROL	Other professional services	100-42501-3190	250.00
62725	HAM LAKE HARDWARE INC	WALLBOARD ANCHOR KIT	Operating supplies	100-43101-2290	19.99
62725	HAM LAKE HARDWARE INC	SHERIFF'S OFFICE	Capital assets	412-41702-5110	19.97
62726	LINCOLN NATIONAL LIFE INSU	APRIL ST DISABILITY ADJUSTM	Other payroll deductions	100-21706	-34.47
62726	LINCOLN NATIONAL LIFE INSU	APRIL LT DISABILITY	Other payroll deductions	100-21706	376.85
62726	LINCOLN NATIONAL LIFE INSU	APRIL ST DISABILITY	Other payroll deductions	100-21706	618.09
62727	LITTLE FALLS MACHINE INC	NUT, BOLT, COTTER PIN	Operating supplies	100-43102-2290	99.67
62728	MARTIN-MCALLISTER	PS ASSESSMENTS	Personnel testing & recruitme	100-42201-3150	4,950.00
62729	MARY WELLS	1ST QTR ASSESSING	Assessing/property tax admin	100-41403-3105	9,779.53
62730	MEDTOX LABORATORIES	DRUG TESTING	Personnel testing & recruitme	100-42201-3150	227.22
62731	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	77.51
62731	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	177.83
62731	MENARDS-BLAINE	TOOL HANGERS & HOOKS	Building repair & maintenanc	100-43104-2310	26.37
62731	MENARDS-BLAINE	SHERIFF'S OFFICE	Capital assets	412-41702-5110	202.23
62731	MENARDS-BLAINE	BOARD & CORNER BRACE	Building repair & maintenanc	100-41702-2310	25.56
62732	MINNESOTA EQUIPMENT	CHAINSAW CHAPS & SUPPLIE	Operating supplies	100-44101-2290	149.14
62733	MINNESOTA OCCUPATIONAL	FIRE FIGHTER EXAMS - DB, LD,	Personnel testing & recruitme	100-42201-3150	3,322.00
62734	MN METRO NORTH TOURISM	DECEMBER AND JANUARY LO	Convention bureau	263-46101-4120	2,643.86
62735	MN PEIP	APRIL HEALTH INSURANCE	Flexible spending	100-21705	12,654.38
62736	MN STATE FIRE DEPARTMENT	2021 DUES	Dues & subscriptions	100-42201-3920	375.00

Council Approval List

Payment Dates: 3/4/2021 - 3/17/2021

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
62737	NCPERS GROUP LIFE INSURAN	MARCH LIFE	Other payroll deductions	100-21706	96.00
62738	NEW BRIGHTON FORD	#89 SENSOR & O-RING	Vehicle parts & supplies	100-43101-2340	169.12
62738	NEW BRIGHTON FORD	#89 SENSOR & O-RING	Vehicle parts & supplies	100-43101-2340	-169.12
62738	NEW BRIGHTON FORD	#70 FUEL TANK	Vehicle parts & supplies	100-43101-2340	12.46
62739	PREMIUM WATERS INC	FEB WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
62739	PREMIUM WATERS INC	FEB WATER	Equipment rentals	100-41701-3320	8.70
62740	QUALITY RESOURCE GROUP I	A/P CHECKS	Office supplies	100-41401-2110	401.29
62741	SCHAEFFER MANUFACTURIN	CARBONTREAT, FUEL STABILIZ	Operating supplies	100-43101-2290	384.66
62742	SMITH BROTHERS DECORATIN	TAPE & BRUSHES - SHERIFF'S	Capital assets	412-41702-5110	21.94
62743	TDS METROCOM INC	763-434-0454 ELEVATOR	Phones/radios/pagers	100-41701-3210	39.81
62743	TDS METROCOM INC	763-434-9605 FIRE #2	Phones/radios/pagers	100-42201-3210	37.81
62744	UNLIMITED SUPPLIES INC	WASHERS & CABLE TIES	Operating supplies	100-43101-2290	121.87
62745	UPPER RUM RIVER WATERSHE	1ST HALF 2021	Upper Rum River WMO	100-43201-3720	1,165.94
62746	VERIZON WIRELESS	763-286-3481 DON	Phones/radios/pagers	100-42201-3210	41.50
62746	VERIZON WIRELESS	763-286-3483 BLDG EXTRA	Phones/radios/pagers	100-42401-3210	41.50
62746	VERIZON WIRELESS	612-268-9943 TOM D	Phones/radios/pagers	100-42401-3210	41.50
62746	VERIZON WIRELESS	651-368-0172 TD LAPTOP	Phones/radios/pagers	100-42401-3210	40.01
62746	VERIZON WIRELESS	651-368-1000 MJ LAPTOP	Phones/radios/pagers	100-42401-3210	40.01
62746	VERIZON WIRELESS	763-286-3479 MARK J	Phones/radios/pagers	100-42401-3210	41.50
62746	VERIZON WIRELESS	763-285-1095 CHUCK	Phones/radios/pagers	100-43101-3210	41.50
62746	VERIZON WIRELESS	763-477-8284 ERIK	Phones/radios/pagers	100-43101-3210	41.50
62746	VERIZON WIRELESS	763-238-5342 JOHN	Phones/radios/pagers	100-43101-3210	41.50
62746	VERIZON WIRELESS	651-368-0489 JW LAPTOP	Phones/radios/pagers	100-43101-3210	40.01
62746	VERIZON WIRELESS	763-238-5343 CORY	Phones/radios/pagers	100-43101-3210	41.50
62746	VERIZON WIRELESS	651-368-0763 JK LAPTOP	Phones/radios/pagers	100-43101-3210	40.01
62746	VERIZON WIRELESS	763-286-3489 JIM K	Phones/radios/pagers	100-43101-3210	41.50
62746	VERIZON WIRELESS	763-238-1735 DAVID HANSO	Phones/radios/pagers	100-44101-3210	41.50
62746	VERIZON WIRELESS	763-238-5341 PARK EXTRA	Phones/radios/pagers	100-44101-3210	41.50
62746	VERIZON WIRELESS	763-238-5344 AARON	Phones/radios/pagers	100-44101-3210	41.50
62748	VERIZON WIRELESS	612-916-1358 SR CTR	Phones/radios/pagers	100-44201-3210	8.89
62749	VICKERS CONSULTING SERVIC	RE-SUBMIT PREVIOUS YEARS	Grant expenditures	100-42201-3930	50.00
62750	WRIGHT-HENNEPIN COOPERA	APRIL SECURITY MONITORING	Monitoring	100-41702-3145	32.95
62750	WRIGHT-HENNEPIN COOPERA	APRIL ELEVATOR MONITORIN	Monitoring	100-41702-3145	10.00
62750	WRIGHT-HENNEPIN COOPERA	APRIL PW FIRE PANEL MONIT	Monitoring	100-43104-3145	52.95
62751	ZIEGLER, INC	PINS	Operating supplies	100-43101-2290	56.78
DFT0002185	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,234.00
DFT0002185	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002186	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	3,970.18
DFT0002186	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,357.44
DFT0002186	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	5,311.38
DFT0002187	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	1,999.81
DFT0002188	PERA	Retirement-Coordinated	PERA	100-21703	5,721.09
DFT0002188	PERA	Retirement-Police & Fire	PERA	100-21703	1,171.85
DFT0002191	MN STATE DEPT OF REVENUE-	FEBRUARY 2021 FUEL TAX	Fuel	100-43101-2230	239.40
Grand Total:					171,647.34

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	119,630.09
230 - FUTURE DRAINAGE	1,580.38
231 - RECYCLING	295.69
232 - STREET LIGHT	4,392.59
263 - LODGING TAX	2,643.86
412 - BUILDING	499.48
431 - REVOLVING STREET	38,283.80
440 - PARK & BEACH LAND	511.14
890 - TRUST FUND	3,810.31
Grand Total:	171,647.34

Account Summary

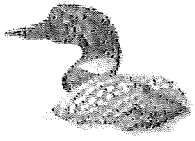
Account Number	Account Name	Payment Amount
100-11501	Misc receivables	46.00
100-21701	Federal WH/FICA/MC	10,639.00
100-21702	State W/H	1,999.81
100-21703	PERA	6,892.94
100-21704	Deferred compensation	1,284.00
100-21705	Flexible spending	12,833.55
100-21706	Other payroll deductions	1,056.47
100-41101-3110	Attorney	390.00
100-41101-3135	Engineering	794.91
100-41101-3136	Engineering-comprehen	1,119.21
100-41101-3950	Legal notices/publicatio	91.70
100-41102-3110	Attorney	192.50
100-41201-2510	Software licenses & upgr	19.33
100-41301-2510	Software licenses & upgr	477.58
100-41401-2110	Office supplies	401.29
100-41401-2510	Software licenses & upgr	24.92
100-41403-3105	Assessing/property tax a	19,559.05
100-41501-3110	Attorney	6,500.00
100-41601-2510	Software licenses & upgr	19.33
100-41601-3135	Engineering	955.63
100-41701-3210	Phones/radios/pagers	155.64
100-41701-3320	Equipment rentals	47.70
100-41702-2310	Building repair & mainte	25.56
100-41702-3145	Monitoring	42.95
100-41702-3610	Electricity	726.81
100-41703-3610	Electricity	119.90
100-41707-3120	Computer & software su	3,499.60
100-42201-2110	Office supplies	28.50
100-42201-2510	Software licenses & upgr	24.92
100-42201-3150	Personnel testing & recr	8,514.22
100-42201-3210	Phones/radios/pagers	143.56
100-42201-3450	Fire apparatus repair &	18,431.97
100-42201-3920	Dues & subscriptions	375.00
100-42201-3930	Grant expenditures	50.00
100-42202-3610	Electricity	796.68
100-42302-3610	Electricity	65.00
100-42401-2510	Software licenses & upgr	44.25
100-42401-3135	Engineering	974.53
100-42401-3210	Phones/radios/pagers	307.35
100-42501-3190	Other professional servi	250.00
100-43101-2210	Clothing & personal prot	73.26
100-43101-2230	Fuel	2,486.55
100-43101-2240	Safety supplies	12.00
100-43101-2290	Operating supplies	748.17

Account Summary

Account Number	Account Name	Payment Amount
100-43101-2340	Vehicle parts & supplies	44.33
100-43101-2410	Small tools	49.99
100-43101-2510	Software licenses & upgr	5.58
100-43101-3135	Engineering	683.62
100-43101-3210	Phones/radios/pagers	351.77
100-43102-2290	Operating supplies	194.45
100-43102-2710	Salt & sand	7,283.11
100-43104-2310	Building repair & mainte	26.37
100-43104-3145	Monitoring	52.95
100-43104-3610	Electricity	1,063.05
100-43201-3135	Engineering	1,521.40
100-43201-3720	Upper Rum River WMO	1,165.94
100-43401-3610	Electricity	959.11
100-43501-3135	Engineering	263.69
100-44101-2290	Operating supplies	149.14
100-44101-3210	Phones/radios/pagers	137.33
100-44101-3390	Rentals-other	136.50
100-44101-3610	Electricity	257.03
100-44102-3610	Electricity	1,549.33
100-44201-3210	Phones/radios/pagers	60.31
100-44202-3420	Building repair & mainte	60.00
100-44202-3610	Electricity	373.75
230-43201-3135	Engineering	1,580.38
231-43601-3630	Waste management & r	295.69
232-43701-3610	Electricity	4,392.59
263-46101-4120	Convention bureau	2,643.86
412-41702-5110	Capital assets	499.48
431-11503	Performance escrows re	6,680.00
431-43301-3110	Attorney	140.00
431-43301-3135	Engineering	31,463.80
440-44103-3135	Engineering	511.14
890-90001-3110	Attorney	140.00
890-90001-3135	Engineering	3,613.98
890-90001-3950	Legal notices/publicatio	56.33
	Grand Total:	171,647.34

Project Account Summary

Project Account Key	Payment Amount
None	135,100.57
200909-100	13.45
200912-100	4,593.09
200912-110	70.00
201102.033-100	632.19
201302.089-100	661.49
201709-100	785.70
201709-110	70.00
201805-100	499.65
201907-100	16,222.30
202002.057-100	134.51
202002.083-100	3,028.94
Comp Plan-100	1,132.66
MISC-100	4,892.48
Trust-110	1,419.60
Trust-200	94.78
Trust-210	2,174.88
Trust-315	121.05
	Grand Total:
	171,647.34



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 2/21/2021-3/6/2021

Packet: PYPKT01134 - PPE 3/6/21 PAID 3/12/21

Payroll Set: City of Ham Lake - 01

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	35	32,479.94
Total	35	32,479.94

3:37 PM

03/10/21

Accrual Basis

CITY OF HAM LAKE-TRUST MONTHLY CHECK REGISTER

March 4 - 17, 2021

Type	Date	Num	Name Contact	Memo	Amount
Mar 4 - 17, 21					
Check	03/09/2021	5642	CP LLC	DOLLARTREE	-80.00
Mar 4 - 17, 21					-80.00

Meeting Date: March 15, 2021



CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: Denise Webster, City Administrator
Subject: Coon Creek Watershed Board of Managers

Introduction/Discussion: I received a call from Dwight McCullough. Mr. McCullough stated that he is interested in serving another term on the Coon Creek Watershed Board of Managers.

Recommendation:
I recommend re-appointing Dwight McCullough to the Coon Creek Watershed Board of Managers.

Denise Webster

From: Julie Braastad <Julie.Braastad@co.anoka.mn.us>
Sent: Monday, February 8, 2021 4:42 PM
To: Denise Webster
Subject: CCWD
Attachments: cid05DD4FCD-F340-461D-ABE4-51F692EE5FC3.pdf

Caution: This email originated outside our organization; please use caution.

Hi Denise,

Just wanted to let the City know that Dwight McCullough's current term is up on the CCWD. He has completed and the county has received his application for another term. As in the past, it is helpful to the county in making the appointment, when the city provides a list of three potential names with a recommendation of one particular person. Dwight has taken his position very seriously and has invested a lot of time to learn the processes of the district. I feel he has represented Ham Lake and the residents of the district well.

Please don't hesitate to call me if you have any questions.

Julie Braastad
Anoka County Commissioner

Sent from my iPad

NOTICE: Unless restricted by law, email correspondence to and from Anoka County government offices may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Meeting Date: March 15, 2021



***CITY OF HAM LAKE
STAFF REPORT***

To: Mayor and Councilmembers

From: Dawnette Shimek, Deputy City Clerk

Item/Title/Subject: Tobacco License for Central Tobacco Inc. dba Central Tobacco

INTRODUCTION/DISCUSSION:

Central Tobacco Inc. dba Central Tobacco at 13654 Highway 65 NE has applied for a Tobacco License from March 15, 2021 to December 31, 2021.

RECOMMENDATION:

The Tobacco License for Central Tobacco Inc. dba Central Tobacco at 13654 Highway 65 NE has been reviewed and is being recommended for approval.

Meeting Date: March 15, 2021



***CITY OF HAM LAKE
STAFF REPORT***

To: Mayor and Councilmembers

From: Dawnette Shimek, Deputy City Clerk

Item/Title/Subject: Tobacco License for Celine Stop Ham Lake Inc. dba Little Wonder

INTRODUCTION/DISCUSSION:

Celine Stop Ham Lake Inc. dba Little Wonder 13660 Highway 65 NE has applied for a Tobacco License from March 15, 2021 to December 31, 2021.

RECOMMENDATION:

The Tobacco License for Celine Stop Ham Lake Inc. dba Little Wonder 13660 Highway 65 NE has been reviewed and is being recommended for approval.

Meeting Date: March 15, 2021

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Item/Title/Subject: Elevator Preventative Maintenance

Introduction/Discussion:

Minnesota Statutes regulate the operation of elevators, and require that periodic testing and inspections be completed by licensed persons. The elevator in City Hall has been covered by a service contract with All City Elevator, Inc. since 2017.

We have been very pleased with their level of service. They have also assisted us with developing a program for the required monthly service tests which is being performed by city staff.

Recommendation:

I recommend approval of the Oil and Grease Service Agreement with All City Elevator, Inc. for \$195.00 per quarter (an increase of \$5.65 from 2020). The effective date of the contract will be April 1, 2020.

Independent, Local, Reliable



All City Elevator, Inc.

MAINTENANCE, MODERNIZATION, REPAIR & NEW INSTALLATION

March 1, 2021

THIS IS NOT A BILL

Ms. Denise Webster
 City of Ham Lake
 15544 Central Avenue NE
 Ham Lake, MN 55304



Re: Elevator service agreement

Dear Ms. Denise Webster,

Our Service Agreement with **City of Ham Lake** for elevator maintenance will renew or re-adjust in April 2021

Due to the rise in union wages and increased costs in materials and operating expenses, we find it necessary to adjust your current contract amount, per our Service Agreement.

Throughout the past year labor costs have increased by 3.38%. We also recognize the Producer Price Index for material changes. The Producer Price Index can be referenced at www.bls.gov. For oil and grease contracts we use the industry standard formula of 99% of the contract amount is labor and the remaining 1% is material products. Applying these figures, we arrive at a new contract amount of **\$195.00** per quarter, as follows:

		Allocation and Increase Calculation	
		Labor @ 99%	Materials @ 1%
Current Payment	\$189.00	\$187.11	\$1.89
Increase (%)		3.38%	3.90%
Increase (\$)	\$6.40	\$6.32	\$0.07
New Payment	\$195.40	\$193.43	\$1.96
New Payment Rounded:		\$195.00	

Please note the pricing listed does not reflect hourly billing rates.

We appreciate your past business. If you have any questions please contact me at 651-646-5600.

Sincerely,

Matt Gamble
 President
 All City Elevator, Inc.

Meeting Date: March 15, 2021

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Fire Chief Kyle Bode

Item/Title/Subject: Officer Appointments

Introduction/Discussion:

The Ham Lake Fire Department has one open captain position at station 2 due to Richard Graf's retirement. The Captain's position was posted requesting letters of interest from those interested. Fire department regulations specify the chief officers as the selection committee for these openings.

The applicants submitted a letter of interest and were interviewed. The applicants were Paul Dufrene, John Jensen, Jesse Wilken, and Jeff Wunderlich. Their years of service, call and drill attendance, training record, and certifications were also reviewed. Their interest and willingness to assume increased responsibilities by serving as an officer are much appreciated.

Historically, Station 2 has had fewer firefighters than Station 1. Station 1 has three Captain's positions, and Station 2 has two. The Fire Department is now at a point where each station has close to an equal number of firefighters serving.

Recommendation:

The selection committee recommends adding a Captain position at station 2 and approval of the following appointment for the remainder of the two-year term ending December 31, 2022.

CAPTAIN

Captain 22 – Jesse Wilken

Captain 23 – Jeff Wunderlich

Meeting Date: March 15, 2021

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Fire Chief Kyle Bode

Item/Title/Subject: Firefighter candidates

Introduction/Discussion:

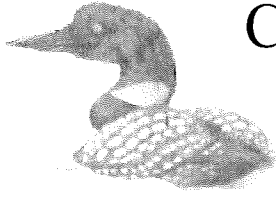
The fire department began the selection and hiring process for volunteer/paid-on-call firefighters in the fall of 2020. We had a few applications on file, and in addition, we advertised on the city's web site, Ham Laker, city sign, and cable TV. This led to over 20 individuals expressing interest, and about sixteen of them attending an informational meeting and moving forward in the process.

The process up to this point has included; employment application, written test, interview, and physical ability test. The process for each of them once the conditional offer is accepted includes; a background check (criminal history), driving record check, drug screening, psychological review, and medical physical. After successfully completing the conditions listed the candidates will begin Firefighter I, II, hazmat, and Emergency Medical Responder classes. Training will start this spring and they will be ready to respond as firefighters around the middle of the year.

Recommendation:

Extending a conditional offer of employment as a paid-on-call firefighter to the following:

Beane, Daniel
Daraitis, Lindsay
Hanson, Brandon
Kuntz, Andrew
Lucas, Damon
Schahn, Chandler
Schillo, Alexandru
Thorpe, William



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, Michael G. Van Kirk, Mayor of the City of Ham Lake, do hereby proclaim May 1, 2021 as

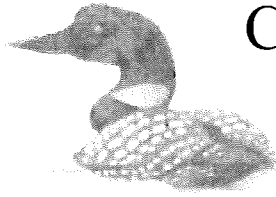
Arbor Day

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 15th day of March 2021.

Michael G. Van Kirk
Mayor



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, MARCH 8, 2021

The Ham Lake Planning Commission met for its regular meeting on Monday, March 8, 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, Dave Ringler, Scott Heaton, Jeff Entsminger and Erin Dixon

MEMBERS ABSENT: Commissioners Kyle Lejonvarn and Jonathan Fisher

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 Dixon, seconded by Ringler, to approve the minutes of the February 22, 2021 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Consideration of an amendment to Article 9 of the Ham Lake City Code related to Home Occupation Permits

Chair Pogalz stated the proposed amendment is to allow signage under 6 square feet in size for residential lots with a home occupation permit and to eliminate the requirement that such lots have no outward indication of the use. Chair Pogalz read the proposed amendments as written in the draft ordinance for Article 9, Section 9-350 and Article 11, Section 11-340. Chair Pogalz asked for comment from the commissioners; there was none.

Chair Pogalz opened the public hearing at 6:04 p.m. and asked for public comment; with there being none, he closed the public hearing at 6:04 p.m.

Motion by Heaton, seconded by Dixon, to recommend approval of the amendments to Article 9, Section 9-350 and to Article 11, Section 11-340 of the Ham Lake City Code to allow signage under 6 square feet in size for residential lots with a home occupation permit and to eliminate the requirement that such lots have no

outward indication of the use. All present in favor, motion carried. *This item will be placed on the March 15, 2021 City Council Agenda.*

NEW BUSINESS: None

COMMISSION BUSINESS:

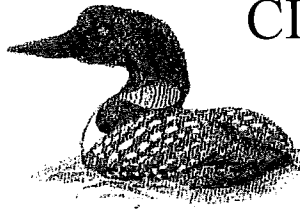
City Council Update

Commissioner Dixson attended the March 1, 2021 City Council meeting and updated the Planning Commission on action taken.

ADJOURNMENT:

Motion by Heaton, seconded by Dixson, to adjourn the Planning Commission meeting at 6:06 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, MARCH 8, 2021

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: February 22, 2021

PUBLIC HEARINGS:

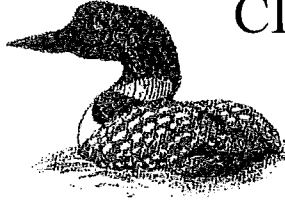
6:01 p.m. Consideration of an amendment to Article 9 of the Ham Lake City Code related to Home Occupation Permits

NEW BUSINESS:

1. None

COMMISSION BUSINESS:

1. City Council Update



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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, March 8, 2021 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the following amendment to Article 9 of the Ham Lake City Code:

Amending Article 9-350 Home Occupation Permits, so as to eliminate the requirement that such lots have no outward indication of the use.

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

DATED: February 26, 2021

Jennifer Bohr
Zoning and Building Clerk
City of Ham Lake

ORDINANCE NO. 20-XX

An Ordinance Amending ARTICLE 9, COMPREHENSIVE ZONING, and ARTICLE 11, GENERAL ACTIVITY REGULATIONS, to allow signage under 6 square feet in size for residential lots with a home occupation permit and to eliminate the requirement that such lots have no outward indication of the use.

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

ARTICLE 9, COMPREHENSIVE ZONING of the Ham Lake City Code is hereby amended as indicated in the following sections:

9-350 Home Occupation Permits

A Home Occupation is a for-profit enterprise carried on in a residential dwelling, ~~under circumstances in which there is no outward indication of the existence of the enterprise visible or otherwise detectable from outside the premises, and~~ which otherwise meets the criteria specified below.

...

ARTICLE 11, GENERAL ACTIVITY REGULATIONS of the Ham Lake City Code is hereby amended as indicated in the following sections:

11-340 Standards in Specific Residential Districts

No signs shall be permitted in any area zoned R-1, R-M, R-AH, PUD, RS-1 or RS-2 except for a) temporary signs that are no greater than six square feet in size, except that b) permanent signs no greater than six square feet in size on lots with a Home Occupation Permit under Article 9-350, and c) Neighborhood Monument Signs as defined in Article 11-350.4 of this code may be up to 40 square feet in size, as measured on the perimeter of the border of the message displayed (excluding structural components of the sign).

...

Presented to the Ham Lake City Council on _____, 2021 and adopted by a _____ vote this ___ day of _____, 2021.

Michael G. Van Kirk, Mayor

Dawnette Shimek, Deputy City Clerk