

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, AUGUST 15, 2022

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

2.0 PUBLIC COMMENT

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Introduction of new City Attorney's, Scott Baumgartner and Mark Berglund

3.2 Commander Paul Lenzmeier, 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 August 1, 2022 and Budget Workshop Meeting Minutes of August 1, 2022

4.2 Approval of claims

4.3 Approval of a 3% increase for RFC Engineering, Inc., effective January 1, 2023

4.4 Approval of a Resolution changing the name of Taylor Street NE to Tyler Street NE within the plat of Crosstown Rolling Acres 3rd Addition

4.5 Approval of accepting the Lund's Lakeview Forest street reconstruction project and commencement of the one-year warranty period

4.6 Approval of a Temporary One-Day Liquor License for the Dylan Witschen Foundation (non-profit) at the Willow Tree Winery, 828 Constance Boulevard NE on September 10, 2022

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY – None

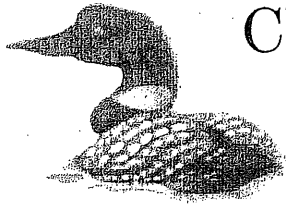
9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR

11.0 COUNCIL BUSINESS

11.1 Committee Reports

11.2 Announcements and future agenda items



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 MINUTES MONDAY, AUGUST 1, 2022

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, August 1, 2022 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Mayor Brian Kirkham and Councilmembers Jim Doyle, Gary Kirkeide, Al Parranto and Jesse Wilken

MEMBERS ABSENT: None

OTHERS PRESENT: City Engineer, Dave Krugler; Finance Director, Andrea Murff; City Administrator, Denise Webster; and Deputy City Clerk, Dawnette Shimek

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

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

2.0 PUBLIC COMMENT

Dan Kocher, 3480 Bunker Lake Boulevard NE, stated he is in contest of requiring driveways to be hard surfaced as a condition of a building permit. Mr. Kocher stated a tree came down and destroyed his garage. He has requested a building permit to reconstruct the garage and add a third parking stall. Mr. Kocher stated that his driveway is Class V and is higher than the road and has never had silt or sand encroach on the road across the fog-line on Bunker Lake Boulevard NE. Mr. Kocher stated that the Anoka County Highway Department does not require approved surface driveways and doesn't understand why the City would require a driveway to be paved on a County road. Mr. Kocher quoted a portion of the City Code that states for any remodeling or other project that requires a building permit requires the driveway to be paved or a minimum a of 30-foot apron be paved abutting the road. Mr. Kocher stated that 30-feet of concrete is not cheap and his driveway is located on a curve at Naples Street NE and Bunker Lake Boulevard NE and the sightlines are limited; he would have to have a crew out there preparing for concrete, he would have to acquire a permit from Anoka County to work in the right-of-way, lane closures and safety signs and flagmen would also be required. **It was the consensus of the City Council that this be referred to the Code Review Committee for discussion.**

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 July 18, 2022

- 4.2 Approval of claims in the amount of \$313,783.94
- 4.3 Approval of a Temporary One-Day Liquor License for the Ham Lake Lion's (non-profit) at Fitaholic Fitness, 13352 Aberdeen Street NE on September 10, 2022
- 4.4 Approval of Resolution No. 22-25 offering support to Anoka County to expand Broadband Services in the City of Ham Lake
- 4.5 Approval of Resolution No. 22-26 for the American Rescue Plan Act (ARPA) Funding for North Metro Telecommunications Commission (NMTV)
- 4.6 Approval of the resignation of Building Inspector Thomas Knight
- 4.7 Approval of the updated Emergency Operations Plan (EOP) for the City of Ham Lake

Motion by Wilken, seconded by Doyle, to approve the August 1, 2022 Consent Agenda as written. All in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Kris Daniels, Happy Beans, LLC, requesting Commercial Site Plan approval to construct Scooter's Coffee, a 664 square foot drive-thru retail coffee shop at 16310 Highway 65 NE

Mr. Daniels was present before the City Council and stated that he is still waiting from the Anoka County Highway Department right-of-way permit. Councilmember Wilken questioned if the County would be installing a median on Constance Boulevard. Mayor Kirkham stated that the City needs to move to get road right-of-way for the service road on the south side of Constance Boulevard NE. **Motion by Doyle, seconded by Wilken, to approve the commercial site plan as requested by Kris Daniels, Happy Beans, LLC to construct Scooter's Coffee, a 664 square foot drive-thru retail coffee shop, at 16310 Highway 65 NE contingent on receipt of a compliance inspection that meets the approval of the Building Official showing that the septic is sized to meet all needs including any water treatment for arsenic, iron or other treatment needs, the issuance of a MnDOT drainage permit, the issuance of a ACHD right-of-way permit, subject to meeting the requirements of the City Building Official and the City Engineer and meeting all City, State and County requirements. All in favor, motion carried.**

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES

- 7.1 Andrea Murff, Finance Director, 2nd Quarter Financial Report

Finance Director Murff gave the financial report for the 2nd Quarter of 2022. Finance Director Murff reported on the Overall Cash Position by Fund Type being down approximately \$2.3M from December due to General Fund operation expenditures, purchase of a chassis, and the annual bond payment, however, the Cash Balances by Fund Compared to Prior Year were mostly on track with the General fund coming in higher due to ARPA funding and the Revolving street fund increasing due to an increase in transfers. Finance Director Murff explained the cash balance for the General Fund was down due to not receiving the tax settlement from the County until July, however, overall General Fund was on track with budget projections and was currently slightly better than expected. Finance Director Murff spoke about the City investments being down approximately \$103,000 due to the low rates, which are making it difficult to find good investments.

8.0 CITY ATTORNEY – None

9.0 CITY ENGINEER

9.1 Consideration of approving a Resolution accepting the low bid for the reconstruction of the streets within Creek Valley

Engineer Krugler stated that the reconstruction of the streets within Creek Valley would not begin until next spring. Councilmember Wilken asked if the drainage problem in the development will be fixed. Engineer Krugler stated that the culvert will be removed and it will be replaced with a swale. Mayor Kirkham asked that the residents be informed of when the project will start. **Motion by Kirkeide, seconded by Doyle, to adopt Resolution No. 22-27 accepting the low bid from Douglas-Kerr Underground in the amount of \$1,365,898.90 for the reconstruction of the streets within Creek Valley. All in favor, motion carried.**

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

The City Council requested that a Code Review Committee meeting be scheduled to review Article 10 regarding requiring driveways being hard surfaced on County Roads and also to discuss an ordinance relating to solar panels.

11.2 Announcements and future agenda items

Mayor Kirkham asked that discussion of a service road south of Constance Boulevard NE be placed on a future Road Committee agenda.

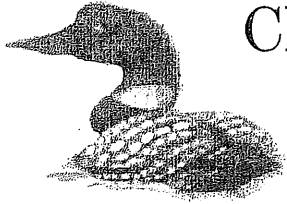
Mayor Kirkham stated that the tree clearing was recently done for the project of Creek Valley, Tippecanoe Street NE, Polk Street NE and Meadow Park North. The Creek Valley project was approved earlier in the meeting; however, the other projects have not yet been bid and the residents should be notified that the projects will not be done this year. Councilmember Kirkeide stated that tree clearing and utility work is frequently done a year before the road project so these contractors are not getting in the way of each other.

Councilmember Doyle stated he has been wrestling with the facts that some roads are dirt, some millings and others blacktop and maintenance is one thing and street improvement is another. People have paid \$20,000-\$30,000 to have tar on their road and they pay taxes to keep the roads maintained, such as snow removal and street sweeping. The individuals on the dirt or millings roads also pay taxes to keep their roads maintained, such as snow removal, pothole repairs and grading. Improvement of these roads should be extra. How can the City improve a gravel road that has been built inferior for 50-years and then everyone wants the City to subsidize the project and improve the road. Councilmember Doyle stated that if they want the road perfect, they should have to pay for it like everyone else did. The \$32,000.00 cost of paving is built into the cost of a newly constructed home. Councilmember Kirkeide stated they have talked about placing weight restrictions on Rockney Street NE; but then garbage trucks or septic pumping trucks may not be able to go down the road. Councilmember Kirkeide stated he drove down Rockney Street NE and the millings are in surprisingly good shape until the cul-de-sac area where it appears trucks turning around may be destroying that area. This is a perfect opportunity for Public Works Superintendent to monitor the costs of maintaining the roads constructed with millings. Councilmember Doyle stated that taxes are paying for the maintenance of roads, not the construction of roads. Councilmember Kirkeide questioned if the City wants these streets improved enough to subsidize the projects or if the residents want their roads improved,

they pay market rate for the project. Councilmember Doyle stated that this could be discussed at a future Road Committee meeting.

Motion by Kirkeide, seconded by Wilken, to adjourn the meeting at 6:38 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk



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 BUDGET WORKSHOP MINUTES MONDAY, AUGUST 1, 2022

The Ham Lake City Council met on Monday, August 1, 2022 immediately following the regularly scheduled Council Meeting in the Conference Room at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Mayor Brian Kirkham and Councilmembers Jim Doyle, Gary Kirkeide, Jesse Wilken and Al Parranto

MEMBERS ABSENT: None

OTHERS PRESENT: Finance Director, Andrea Murff; City Administrator, Denise Webster; Fire Chief, Mike Raczkowski; and Public Works Superintendent, John Witkowski

1.0 Call to Order

Mayor Kirkham called the meeting to order at 6:44 p.m.

Mayor Kirkham stated he would like to discuss item 2.0 last.

3.0 Discussion of the 2023 Law Enforcement Contract with the Anoka County Sheriff's Office

There was discussion that the contract is increasing about 5.5% due to increases in wages with the Union Contracts for the Sheriff's Office staff. **Motion by Kirkham, seconded by Doyle, to approve the 2023 Anoka County Sheriff's Office Contract. All in favor, motion carried.**

4.0 Discussion of the Fireworks Display for 2023- 2025

Administrator Webster stated that Minnesota Pyrotechnics did the fireworks display this year and would like to have a 3-year contract from 2023 to 2025. Administrator Webster stated that the dates work with the Ham Lake Chamber of Commerce Freedom Festival. There was discussion that the Ham Lake Chamber of Commerce's donations cover the cost of the fireworks display. **Motion by Kirkeide, seconded by Doyle, to approve the 3-year contract with Minnesota Pyrotechnics with the fireworks display dates being July 1, 2023, July 6, 2024 and July 5, 2025 with a cost of \$12,000 per year. All in favor, motion carried.**

5.0 Discussion of the Assessor Contract

Administrator Webster stated that the contract for assessing will be up at the end of the year. Administrator Webster stated that the City has been using Mary Wells and Erik Skogquist as the City Assessor's for over 4 years and felt that they have done a good job. **Motion by Doyle, seconded by Wilken, to approve the Assessor's Contract with Mary Wells and Erik Skogquist from January 1, 2023 to December 31, 2027. All in favor, motion carried.**

6.0 Discussion of Metro-INET Contract

Finance Director Murff gave an updated on the increase to the Metro-INET contract. Finance Director Murff stated it is due to them splitting off from the City of Roseville and becoming their own entity, which was formed through a Joint Powers Agreement (JPA). Finance Director Murff stated that additional expenditures are needed to operate, keep capital current, build reserves and to retain top talent. Administrator Webster stated that their service has been good.

2.0 Discussion of the Proposed 2023 Budget and CIP Review

Finance Director Murff stated that she has prepared 3 options for the 2023 budget.

“Option A” would be a 3% levy increase or \$161,743, which would bring the total levy to \$5,553,186. The tax capacity rate would decrease 21.453% to 17.592%. This decrease would cause the City to use \$421,399 of reserves to cover operating costs.

“Option B” would be a balanced budget, which would be a 10.82% levy increase or \$583,142, bringing the total levy to \$5,974,585. The tax capacity rate would decrease from 21.453% to 19.026%. There would be no adding to or use of reserves to cover operating costs.

“Option C” would keep the tax capacity rate the same, but would increase the levy by 24.05%, or \$1,296,727 bringing the total levy to \$6,715,420. This option would add \$713,585 to City reserves, which could be used to fund unexpected expenditures or the Revolving Street Fund. **It was the consensus of the City Council to go with “Option B”, which would be a balanced budget.**

Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 7:18 p.m. All in favor, motion carried.

Andrea Murff, Finance Director

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
August 15, 2022

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	08/02/22 - 08/15/22	
EFT	# 1703 - 1709	\$ 4,097.90
REFUND CHECKS	# 64222 - 64233	\$ 38,500.00
CHECKS	# 64221, 64234 - 64287	\$ 153,000.53
BANK DRAFTS	DFT0002404 - DFT0002410	\$ 25,716.41
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 221,314.84</u>
PAYROLL CHECKS		
08/12/22		\$ 38,578.53
TOTAL PAYROLL CHECKS		<u>\$ 38,578.53</u>
TOTAL OF ALL PAYMENTS		<u><u>\$ 259,893.37</u></u>
VOID CHECKS		
CHECKS		\$ -
EFT		
BANK DRAFTS		

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 15TH DAY OF AUGUST 2022

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



City of Ham Lake, MN

Council Approval List

By (None)

Payment Dates 8/2/2022 - 8/17/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1703	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1704	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	74.57
1704	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1704	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	25.65
1704	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	74.57
1704	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1704	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	25.65
1705	BRODIN PRESS	AUGUST HAM LAKER	Editing	211-41704-3125	900.00
1706	O'REILLY AUTOMOTIVE STORE	ACP W/GAUGE	Operating supplies	100-43101-2290	57.99
1706	O'REILLY AUTOMOTIVE STORE	#78 JVAC ACTUATR	Vehicle parts & supplies	100-43101-2340	43.92
1706	O'REILLY AUTOMOTIVE STORE	#77 TOGGLE SWITCH	Vehicle parts & supplies	100-43101-2340	7.99
1706	O'REILLY AUTOMOTIVE STORE	RUBBER CLAMPS, GROMMET	Operating supplies	100-43101-2290	13.97
1706	O'REILLY AUTOMOTIVE STORE	FUSE HOLDER	Operating supplies	100-43101-2290	3.99
1706	O'REILLY AUTOMOTIVE STORE	#64 HYDRIL OIL & FUNNEL	Equipment parts & supplies	100-43101-2320	140.47
1706	O'REILLY AUTOMOTIVE STORE	#64 HYDRIL OIL	Equipment parts & supplies	100-43101-2320	-66.99
1706	O'REILLY AUTOMOTIVE STORE	TORQUE WRENCH	Small tools	100-43101-2410	349.99
1706	O'REILLY AUTOMOTIVE STORE	#81 DUAL VALVE EXTENDER	Vehicle parts & supplies	100-43101-2340	44.76
1707	STAR TRIBUNE MEDIA COMPA	PUBLIC ACCURACE	Legal notices/publications/bid	100-41302-3950	30.24
1707	STAR TRIBUNE MEDIA COMPA	PRIMARY ELECTION	Legal notices/publications/bid	100-41302-3950	99.36
1707	STAR TRIBUNE MEDIA COMPA	ELECTION FILINGS	Legal notices/publications/bid	100-41302-3950	33.12
1707	STAR TRIBUNE MEDIA COMPA	CREEK VALLEY BIDS	Legal notices/publications/bid	431-43301-3950	168.48
1707	STAR TRIBUNE MEDIA COMPA	ORD 22-05 MAGERS MEADO	Legal notices/publications/bid	890-90001-3950	196.00
1708	WICK COMMUNICATIONS-LEA	AUGUST HAM LAKER	Printing	211-41704-3970	663.00
1709	WRUCK SEWER & PORTABLE	PINGER'S PARK TOILET RENTA	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	WISEN'S PARK TOILET RENTAL	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	SBAA WISEN'S PARK TOILET R	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	TWIN BIRCH PARK TOILET REN	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	SBAA TWIN BIRCH PARK TOILE	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	PATRICIA'S WILDERNESS TOILE	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	SBAA PATRICIA'S WILDERNESS	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	SBAA PINGER'S PARK TOILET R	Rentals-other	100-44101-3390	22.75
1709	WRUCK SEWER & PORTABLE	SBAA HAM LAKE BALL FIELD T	Rentals-other	100-44101-3390	39.50
1709	WRUCK SEWER & PORTABLE	LION'S PARK PLAYGROUND TO	Rentals-other	100-44101-3390	79.00
1709	WRUCK SEWER & PORTABLE	LARSON'S HERITAGE OAKS TOI	Rentals-other	100-44101-3390	45.50
1709	WRUCK SEWER & PORTABLE	CONSTANCE ESTATES PARK TO	Rentals-other	100-44101-3390	45.50
1709	WRUCK SEWER & PORTABLE	BLUEGRASS ESTATES TOILET R	Rentals-other	100-44101-3390	45.50
1709	WRUCK SEWER & PORTABLE	LUND'S PINE CREEK	Rentals-other	100-44101-3390	45.50
1709	WRUCK SEWER & PORTABLE	SODERVILLE PARK TOILET REN	Rentals-other	100-44101-3390	54.00
1709	WRUCK SEWER & PORTABLE	SBAA SODERVILLE PARK TOILE	Rentals-other	100-44101-3390	54.00
1709	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	79.00
1709	WRUCK SEWER & PORTABLE	HAM LAKE BALL FIELD TOILET	Rentals-other	100-44101-3390	39.50
1709	WRUCK SEWER & PORTABLE	TENNIS COURT TOILET RENTA	Rentals-other	100-44101-3390	108.00
1709	WRUCK SEWER & PORTABLE	LION'S PARK TOILET RENTALS	Rentals-other	100-44101-3390	158.00
1709	WRUCK SEWER & PORTABLE	SBAA LION'S PARK TOILET REN	Rentals-other	100-44101-3390	158.00
64221	NORTH METRO TELEVISION	2022 ARPA FUNDS	Covid 19	100-41701-4153	10,000.00
64234	4 IMPRINT	T-SHIRTS	Fire prevention-supplies	100-42201-2810	392.17
64234	4 IMPRINT	2021 CREDIT FOR SPORTPACK	Fire prevention-supplies	100-42201-2810	-2.01
64235	ACCESS	JULY SHREDDING	Waste management & recycli	231-43601-3630	137.20
64236	ACE SOLID WASTE INC	AUG ORGANICS	Waste management & recycli	231-43601-3630	331.66
64237	ADVANTAGE SIGNS & GRAPHI	LEFT WARNING ARROW SIGN	Street signs	100-43401-2250	149.90
64238	ANOKA COUNTY PROPERTY	GODDARD DRIVEWAY LICENS	Refunds & reimbursements	100-37601	46.00
64238	ANOKA COUNTY PROPERTY	HOULE DRIVEWAY LICENSE	Refunds & reimbursements	100-37601	46.00
64238	ANOKA COUNTY PROPERTY	ANDERSON DRIVEWAY LICENS	Refunds & reimbursements	100-37601	46.00
64238	ANOKA COUNTY PROPERTY	KOBALD DRIVEWAY LICENSE	Refunds & reimbursements	100-37601	46.00

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
64238	ANOKA COUNTY PROPERTY	L1 B2 HIDDEN FOREST VACATI	Filing fees	100-41101-3980	46.00
64238	ANOKA COUNTY PROPERTY	LIVE WIRE GRANT OF LICENSE	Filing fees	890-90001-3980	46.00
64238	ANOKA COUNTY PROPERTY	LIVE WIRE SEPTIC LICENSE	Filing fees	890-90001-3980	46.00
64239	BAUER BUILT INC	#47 TIRE INSTALLATION	Equipment repair & maintena	100-43101-3440	530.66
64239	BAUER BUILT INC	#47 LABOR CREDIT	Equipment repair & maintena	100-43101-3440	-36.00
64240	BLAINE BROTHERS INC	#97 TIRE ALIGNMENT, FRONT	Vehicle repair & maintenance	100-43101-3470	482.22
64241	BUSINESS ESSENTIALS	PAPER TOWELS	Operating supplies	100-44101-2290	357.18
64242	CARSON, CLELLAND, & SCHRE	RED FOX HOLLOW TRAIL EASE	Attorney	100-41101-3110	70.00
64242	CARSON, CLELLAND, & SCHRE	3480 BUNKER BOULEVARD	Attorney	100-41101-3110	70.00
64242	CARSON, CLELLAND, & SCHRE	CITY COUNCIL MEETINGS	Attorney	100-41101-3110	90.00
64242	CARSON, CLELLAND, & SCHRE	TOWER LEASES	Attorney	100-41101-3110	140.00
64242	CARSON, CLELLAND, & SCHRE	ROAD CONDITIONS	Attorney	100-41101-3110	70.00
64242	CARSON, CLELLAND, & SCHRE	PROSECUTIONS	Attorney	100-41501-3110	6,500.00
64242	CARSON, CLELLAND, & SCHRE	16906 BALTIMORE STREET	Attorney	100-41601-3110	140.00
64242	CARSON, CLELLAND, & SCHRE	4305 - 167TH AVE EASEMENT	Attorney	431-43301-3110	70.00
64242	CARSON, CLELLAND, & SCHRE	TWIN BIRCH ACRES	Attorney	431-43301-3110	280.00
64243	CASPER'S EXCAVATING, INC.	SEPTIC PUMPINGS - CITY HAL	Building repair & maintenanc	100-41702-3420	300.00
64243	CASPER'S EXCAVATING, INC.	SEPTIC PUMPINGS - FIRE #2	Building repair & maintenanc	100-42202-3420	300.00
64243	CASPER'S EXCAVATING, INC.	SEPTIC PUMPINGS - LION'S PA	Building repair & maintenanc	100-44102-3420	300.00
64243	CASPER'S EXCAVATING, INC.	SEPTIC PUMPINGS - HAM LAK	Building repair & maintenanc	100-44102-3420	900.00
64244	CENTRAL WOOD PRODUCTS I	MULCH	Operating supplies	100-44101-2290	239.40
64245	CITY OF ROSEVILLE	2022 DW LASERFICHE & ADO	Software licenses & upgrades	100-41201-2510	26.64
64245	CITY OF ROSEVILLE	2022 DS, LASERFICHE & ADOB	Software licenses & upgrades	100-41301-2510	26.64
64245	CITY OF ROSEVILLE	2022 AM, SK LASERFICHE & A	Software licenses & upgrades	100-41401-2510	53.27
64245	CITY OF ROSEVILLE	2022 JB LASERFICHE & ADOBE	Software licenses & upgrades	100-41601-2510	26.64
64245	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-41701-3210	187.17
64245	CITY OF ROSEVILLE	IT SERVICE	Computer & software support	100-41707-3120	4,398.75
64245	CITY OF ROSEVILLE	2022 TM, MR LASERFICHE & A	Software licenses & upgrades	100-42201-2510	32.47
64245	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-42201-3210	78.00
64245	CITY OF ROSEVILLE	2022 NW, TD, LASERFICHE &	Software licenses & upgrades	100-42401-2510	59.11
64245	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-42401-3210	93.59
64245	CITY OF ROSEVILLE	2022 JW ADOBE LICENSE	Software licenses & upgrades	100-43101-2510	5.84
64245	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-43101-3210	46.75
64245	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-44101-3210	15.58
64245	CITY OF ROSEVILLE	PHONES	Phones/radios/pagers	100-44201-3210	62.42
64246	COMPUTERSHARE TRUST CO	PAYING AGENT FEE 8/12/22 -	Agent fees	370-47101-6130	325.00
64247	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	31.21
64247	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	1,249.90
64247	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	14.27
64247	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	96.93
64247	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	439.30
64247	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	330.09
64247	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	65.00
64247	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	882.66
64247	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	119.66
64247	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	66.85
64247	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	75.07
64247	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	75.07
64247	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	77.63
64247	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	83.54
64247	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	45.33
64247	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	61.11
64247	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	270.22
64247	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	24.59
64247	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	36.48
64247	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	127.37
64247	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	15.55
64247	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	92.18
64247	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	99.62
64247	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	30.06

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
64247	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	121.18
64247	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	178.68
64247	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	673.02
64247	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,575.20
64249	CULLIGAN	DRINKING WATER EQUIPMEN	Controllable assets	100-43101-5120	1,707.00
64250	DAVID HANSON	SAFTY BOOTS	Clothing & personal protectiv	100-44101-2210	150.00
64251	DEARBORN LIFE INS CO	AUG LIFE	Other payroll deductions	100-21706	57.60
64251	DEARBORN LIFE INS CO	AUG VOL LIFE	Other payroll deductions	100-21706	185.70
64252	DEHN OIL CO	300 GAL GASOLINE	Fuel	100-43101-2230	1,078.50
64252	DEHN OIL CO	300 GAL DIESEL	Fuel	100-43101-2230	1,347.00
64253	EMERGENCY AUTOMOTIVE TE	#48 HIDEAWAY	Vehicle parts & supplies	100-43101-2340	279.31
64254	FIRE SAFETY USA INC	E1 GAUGE REPLACEMENTS	Fire apparatus repair & maint	100-42201-3450	551.00
64255	GRAINGER	DOOR CLOSER - BLDG DEPT	Building repair & maintenanc	100-41702-2310	405.61
64255	GRAINGER	#97 PUMP HEAD	Vehicle parts & supplies	100-43101-2340	242.33
64256	GRATITUDE FARMS	JULY ANIMAL CONTROL	Other professional services	100-42501-3190	250.00
64257	HAM LAKE CHAMBER OF CO	PARTY PERMIT - VOCATE R#93	Burning/party/large assembly	100-32203	30.00
64257	HAM LAKE CHAMBER OF CO	PARTY PERMIT - HAM LAKE LA	Burning/party/large assembly	100-32203	30.00
64257	HAM LAKE CHAMBER OF CO	FREEDOM FEST ADVERTISING	Reimbursable expense	100-48101-4150	143.75
64258	HAM LAKE HARDWARE INC	BRASS TEE	Operating supplies	100-43101-2290	8.99
64258	HAM LAKE HARDWARE INC	HEDGE TRIMMER REPAIR	Equipment repair & maintena	100-44101-3440	98.04
64259	HOFFMAN BROS. SOD INC.	FIRE #2 LIMESTONE	Operating supplies	100-42201-2290	136.00
64259	HOFFMAN BROS. SOD INC.	FIRE #2 LIMESTONE	Operating supplies	100-42201-2290	136.00
64259	HOFFMAN BROS. SOD INC.	FIRE #2 LIMESTONE	Operating supplies	100-42201-2290	136.00
64260	IDEAL ADVERTISING	T-SHIRTS	Clothing & personal protectiv	100-43101-2210	290.00
64261	LANO EQUIPMENT, INC.	#64 COUPLERS	Equipment parts & supplies	100-43101-2320	197.77
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41201-1510	-294.71
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41301-1510	-211.08
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41401-1510	-356.54
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41601-1510	-155.25
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-42201-1510	3,336.76
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-42401-1510	217.82
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-43101-1510	2,241.00
64262	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-44101-1510	5,044.00
64263	LEPAGE & SONS INC	7/25/22 YARDWASTE	Waste management & recycli	231-43601-3630	426.60
64263	LEPAGE & SONS INC	8/02 YARDWASTE	Waste management & recycli	231-43601-3630	426.60
64263	LEPAGE & SONS INC	8/05 YARDWASTE	Waste management & recycli	231-43601-3630	426.60
64264	LINCOLN NATIONAL LIFE INSU	ST DISABILITY SK ADJ	Other payroll deductions	100-21706	7.28
64264	LINCOLN NATIONAL LIFE INSU	LT DISABILITY	Other payroll deductions	100-21706	418.60
64264	LINCOLN NATIONAL LIFE INSU	ST DISABILITY	Other payroll deductions	100-21706	773.47
64265	MCFOA REGION IV	LIQUOR LICENSING/COUCIL M	Training/conferences/schools	100-41301-3510	40.00
64266	MENARDS-BLAINE	DUG OUT COVER - LION'S PAR	Operating supplies	100-44101-2290	526.71
64266	MENARDS-BLAINE	WOOD LATH	Operating supplies	100-43101-2290	36.98
64266	MENARDS-BLAINE	PVC PIPE CUTTER, CUT-OFF EX	Operating supplies	100-44101-2290	18.04
64266	MENARDS-BLAINE	FANS, SOLAR POST CAPS, PAI	Operating supplies	100-44101-2290	67.96
64266	MENARDS-BLAINE	HAM LAKE PARK DUGOUT CO	Operating supplies	100-44101-2290	-62.26
64267	MENARDS-CR	BEE SPRAY, CUT-OFF EXT	Operating supplies	100-43101-2290	61.80
64268	METRO SALES INC	COLOR COPIES	Equipment rentals	100-41701-3320	211.81
64268	METRO SALES INC	COPIER LEASE 5/6/22 - 8/5/22	Equipment rentals	100-41701-3320	993.78
64268	METRO SALES INC	COLOR COPIES	Equipment rentals	100-42401-3320	278.53
64268	METRO SALES INC	COPIER LEASE 5/6/22 - 8/5/2	Equipment rentals	100-42401-3320	774.54
64269	MINNESOTA EQUIPMENT	SLIDER KIT - HEDGE TRIMMER	Operating supplies	100-44101-2290	8.30
64269	MINNESOTA EQUIPMENT	#73 BACKPLATE	Equipment parts & supplies	100-44101-2320	52.86
64270	MN FIRE SERVICE CERT BOAR	FIRE APP CERT EXAM DB, AK,	Training/conferences/schools	100-42201-3510	1,015.00
64271	MN METRO NORTH TOURISM	JUNE LODGING TAX	Convention bureau	263-46101-4120	3,105.19
64272	MN PEIP	SEPT HEALTH INSURANCE	Flexible spending	100-21705	12,532.64
64272	MN PEIP	JULY/AUG HEALTH INSURANC	Flexible spending	100-21705	-1,608.48
64273	NCPERS GROUP LIFE INSURAN	AUG LIFE	Other payroll deductions	100-21706	112.00
64274	NORTHLAND CHEMICAL CORP	TOILET BOWL CLEANER	Operating supplies	100-44101-2290	67.75
64274	NORTHLAND CHEMICAL CORP	TOILET BOWL CLEANER	Operating supplies	100-44101-2290	161.94
64275	PREMIUM WATERS INC	AUG WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00

Council Approval List

Payment Dates: 8/2/2022 - 8/17/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
64275	PREMIUM WATERS INC	JULY WATER	Equipment rentals	100-41701-3320	21.75
64276	RECYCLE TECHNOLOGIES INC	7/23/22 RECYCLING EVENT	Waste management & recycli	231-43601-3630	5,554.80
64277	S & S INDUSTRIAL SUPPLY INC	TAP PLUG	Operating supplies	100-43101-2290	2.49
64277	S & S INDUSTRIAL SUPPLY INC	SWIVELS	Operating supplies	100-43101-2290	31.58
64278	SITEONE LANDSCAPE SUPPLY	HAM LAKE PARK SPRINKLER P	Operating supplies	100-44101-2290	133.16
64278	SITEONE LANDSCAPE SUPPLY	HAM LAKE PARK SPRINKLER P	Operating supplies	100-44101-2290	52.52
64279	SMITH BROTHERS DECORATIN	FIRE #1 BLINDS	Building repair & maintenanc	100-42202-3420	1,408.57
64280	TASC	COBRA ADMINISTRATION REN	Other professional services	100-41701-3190	103.30
64280	TASC	SEPTEMBER COBRA ADMINIS	Other professional services	100-41701-3190	25.00
64281	TDS METROCOM INC	763-434-0454 ELEVATOR	Phones/radios/pagers	100-41701-3210	39.69
64281	TDS METROCOM INC	763-434-9605 FIRE #2	Phones/radios/pagers	100-42201-3210	37.69
64282	THE MPX GROUP	AUG HAM LAKER DELIVERY	Other services and charges	211-41704-3990	190.00
64283	UNLIMITED SUPPLIES INC	THREADLOCKER, DRAWER BE	Operating supplies	100-43101-2290	295.27
64284	VEIT & COMPANY INC	LUNDS LAKEVIEW FOREST	Contractors	431-43301-3810	68,672.03
64285	VERIZON WIRELESS	MR	Phones/radios/pagers	100-42201-3210	41.29
64285	VERIZON WIRELESS	TD, MJ, TK & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	208.89
64285	VERIZON WIRELESS	JK, JW, JC, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	294.46
64285	VERIZON WIRELESS	DH, AC	Phones/radios/pagers	100-44101-3210	82.58
64286	VERIZON WIRELESS	612-916-1358 SR CTR	Phones/radios/pagers	100-44201-3210	8.70
64287	WRIGHT-HENNEPIN COOPERA	SECURITY MONITORING	Monitoring	100-41702-3145	32.95
64287	WRIGHT-HENNEPIN COOPERA	ELEVATOR MONITORING	Monitoring	100-41702-3145	10.00
64287	WRIGHT-HENNEPIN COOPERA	PW FIRE PANEL MONITORING	Monitoring	100-43104-3145	52.95
DFT0002404	MN STATE DEPT OF REVENUE-	JULY '22 FUEL TAX	Fuel	100-43101-2230	23.37
DFT0002406	COMPENSATION CONSULTAN	Health Savings Account	Flexible spending	100-21705	333.32
DFT0002407	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,520.00
DFT0002407	EMPOWER	Roth IRA	Deferred compensation	100-21704	100.00
DFT0002408	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	15.24
DFT0002408	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	3.68
DFT0002408	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	15.74
DFT0002408	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	15.23
DFT0002408	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	3.68
DFT0002408	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	15.74
DFT0002408	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,120.05
DFT0002408	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,623.54
DFT0002408	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,459.80
DFT0002409	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	8.63
DFT0002409	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	8.63
DFT0002409	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,414.70
DFT0002410	PERA	Retirement-Coordinated	PERA	100-21703	6,888.28
DFT0002410	PERA	Retirement-Police & Fire	PERA	100-21703	1,146.78
Grand Total:					182,814.84



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT00497 - 08/03/22 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00273	MELODY MACHO	8/3/2022	64222	150.00
			Total Refund Amount:	150.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	150.00
Revenue Totals:	150.00

General Ledger Distribution

Posting Date: 08/03/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-150.00	Yes
890-11501	Misc receivables	150.00	
	890 Total:	<u>0.00</u>	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-150.00	
999-20702	Due to other funds	150.00	Yes
	999 Total:	<u>0.00</u>	
	Distribution Total:	<u>0.00</u>	



Packet: ARPKT00507 - 8/10/22 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00177	PARENT CUSTOM HOMES	8/10/2022	64223	2,600.00
00180	TH CONSTRUCTION	8/10/2022	64224	2,600.00
00183	JANE FABOZZI	8/10/2022	64225	150.00
00201	TH CONSTRUCTION	8/10/2022	64226	2,600.00
00202	BLAINE SWIMMING & DIVING BOOSTER CLUB	8/10/2022	64227	150.00
00226	AMY HAUGEN	8/10/2022	64228	14,900.00
00236	TH CONSTRUCTION	8/10/2022	64229	5,100.00
00243	KAY NORRIS	8/10/2022	64230	150.00
00268	PARENT CUSTOM HOMES	8/10/2022	64231	2,500.00
Total Refund Amount:				30,750.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	30,750.00
Revenue Totals:	30,750.00

General Ledger Distribution

Posting Date: 08/10/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-30,750.00	Yes
890-11501	Misc receivables	30,750.00	
	890 Total:	0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-30,750.00	
999-20702	Due to other funds	30,750.00	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	



Packet: ARPKT00509 - 8/11/22 TRUST REFUND

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00156	TH CONSTRUCTION	8/11/2022	64232	2,500.00
00163	TH CONSTRUCTION	8/11/2022	64233	5,100.00
Total Refund Amount:				7,600.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	7,600.00
Revenue Totals:	7,600.00

General Ledger Distribution

Posting Date: 08/11/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-7,600.00	Yes
890-11501	Misc receivables	7,600.00	
	890 Total:	0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-7,600.00	
999-20702	Due to other funds	7,600.00	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

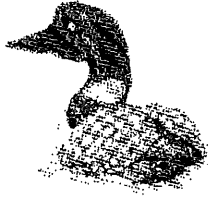
Pay Period: 7/24/2022-8/6/2022

Packet: PYPKT01353 - PPE 8/6/22 PAID 8/12/22

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	38	38,578.53
Total	38	38,578.53

Meeting Date: August 15, 2022



CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Subject: Rate Increase for RFC Engineering

Introduction/Discussion: The Personnel Liaisons, Mayor Kirkham and Councilmember Doyle, and I discussed the consideration of the request of RFC Engineering for a 3% increase for his staff. It was the consensus of the Personnel Liaisons to approve this request.

Recommendation: The Personnel Liaisons are recommending a 3% increase for RFC Engineering as outlined in the attached memo effective January 1, 2023.

Memorandum

Date: August 9, 2021
To: Denise Webster
From: Tom Collins, City Engineer *TPC*
Subject: Proposed engineering billing rates

Introduction:

The Engineering Service Contract with Ham Lake has a billing rate range for engineering employees that is typically adjusted in the fall. Increased billing rates are proposed for RFC employees, with a uniform increase of 3% proposed per employee. All billing rates include a 2.7 multiplier to hourly rates, which would start January 1, 2023.

Discussion:

RFC employees' current and proposed billing hourly rates, with the 2.7 multiplier, are as follows:

	<u>Present</u> <u>Billing Rate</u>	<u>Proposed</u> <u>Billing Rate</u>
Tom Collins, principal engineer	\$138.56	\$142.72
Dave Krugler, professional engineer	\$126.87	\$130.68
Cindy Adriaens, engineer-in-training	\$ 85.10	\$ 87.65
Luke Zellmer, engineer-in-training	\$ 74.87	\$ 77.13
Kyle DuFrene, engineer-in-training	\$ 74.87	\$ 77.13
Jenny Otten, office manager/accountant	\$ 64.81	\$ 66.75

Meeting Date: August 15, 2022



**CITY OF HAM LAKE
STAFF REPORT**

To: Mayor and Councilmembers

From: Dawnette Shimek, Deputy City Clerk

Item/Title/Subject: Resolution changing a street name – specifically Taylor Street NE to Tyler Street NE within the plat of Crosstown Rolling Acres 3rd Addition

Introduction/Discussion:

Upon review of the plat of Crosstown Rolling Acres 3rd Addition, it has been discovered that there has been an error in a designation of a street name. Specifically, Taylor Street NE to Tyler Street NE within the plat of Crosstown Rolling Acres.

Recommendation:

I recommend approval of Resolution 22-XX changing the name of Taylor Street NE to Tyler Street NE within the plat of Crosstown Rolling Acres 3rd Addition.

RESOLUTION NO. 22-XX

WHEREAS, certain streets within the City of Ham Lake are named inconsistent with the street names as shown on the City of Ham Lake map, and


THEREFORE, BE IT RESOLOVED, by the City Council of the City of Ham Lake is changing the street name of Taylor Street NE to Tyler Street NE, specifically within the plat of Crosstown Rolling Acres 3rd Addition.

ADOPTED by the City Council of the City of Ham Lake this 15th day of August, 2022.

Brian Kirkham, Mayor

Denise Webster, City Clerk

Memorandum

Date: August 10, 2022
To: Mayor and Councilmembers
From: David A. Krugler, Senior Engineer 
Subject: Lund's Lakeview Forest street reconstruction

Introduction:

The final payment for Veit Companies for the reconstruction of the streets within Lund's Lakeview Forest is attached. All work for this project has been satisfactorily completed.

Discussion:

The total construction cost of the work completed is \$1,074,988.61. This is \$18,492.31 (1.0%) over the contract amount of \$1,056,496.30. The overage is primarily due to bituminous pavement and storm piping.

The bituminous wearing course mixture overage of \$10,025.82 was due to the Contractor paving additional roadway due to the Contractor paving an average of 1.3 inches on the surface which is 0.3 inches above the plan quantity. Per the contract documents, the allowable deviation for each lift from the contract thickness is 0.25 inches.

Recommendation:

It is recommended that the project be accepted and the attached payment to Viet Companies 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 July 18, 2022

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

Re: Lund's Lakeview Forest street reconstruction project

Contractor: Veit & Company, Inc.
 14000 Veit Place
 Rogers, Minnesota 55374

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	\$69,500.00	\$69,500.00	0.8	0.2	1.0	\$69,500.00
2104.502	REMOVE BITUMINOUS FLUME	EACH	4	\$80.00	\$320.00	4	0	4	\$320.00
2104.502	REMOVE SIGN	EACH	12	\$45.00	\$540.00	12	0	12	\$540.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH) - DRIVEWAYS	LIN FT	145	\$4.80	\$696.00	145	0	145	\$696.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) - ROADWAYS	LIN FT	231	\$2.70	\$623.70	231	0	231	\$623.70
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) - DRIVEWAYS	LIN FT	405	\$2.70	\$1,093.50	405	0	405	\$1,093.50
2104.503	REMOVE METAL CULVERT	LIN FT	177	\$22.00	\$3,894.00	177	0	177	\$3,894.00
2104.503	REMOVE CHAIN LINK FENCE	LIN FT	132	\$5.20	\$686.40	0	0	0	\$0.00
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	411	\$6.60	\$2,712.60	411	0	411	\$2,712.60
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	733	\$4.20	\$3,078.60	733	0	733	\$3,078.60
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	11,896	\$3.10	\$36,877.60	11,896	0	11,896	\$36,877.60
2104.618	SALVAGE BRICK PAVERS	SQ FT	388	\$10.70	\$4,151.60	388	0	388	\$4,151.60
2105.501	COMMON EXCAVATION	CU YD	4,470	\$18.25	\$81,577.50	4,470	0	4,470	\$81,577.50
2105.521	GRANULAR BORROW (CV)	CU YD	750	\$25.50	\$19,125.00	750	0	750	\$19,125.00
2211.501	AGGREGATE BASE, CLASS 5 AND/OR 7	TON	2,850.0	\$18.85	\$53,722.50	2,853.3	0	2,853.3	\$53,784.71
2211.604	AGGREGATE BASE (CV) CLASS 5 4.0" THICK - BIT DRIVEWAY	SQ YD	783	\$6.50	\$5,089.50	808.5	0	808.5	\$5,255.25
2360.503	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C) 2.0" THICK - DRIVEWAYS	SQ YD	783	\$19.50	\$15,268.50	764.8	0	764.8	\$14,913.60
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C)	TON	747	\$102.20	\$76,343.40	845.1	0	845.1	\$86,369.22
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2:C)	TON	1,493	\$86.00	\$128,398.00	1,497.5	0	1,497.5	\$128,785.00
2501.502	12" GS PIPE APRON	EACH	1	\$929.00	\$929.00	1	0	1	\$929.00
2501.502	24" GS PIPE APRON	EACH	1	\$1,080.00	\$1,080.00	1	0	1	\$1,080.00
2501.502	36" GS PIPE APRON	EACH	1	\$1,501.00	\$1,501.00	1	0	1	\$1,501.00
2501.502	15" RC PIPE APRON	EACH	5	\$1,465.00	\$7,325.00	5	0	5	\$7,325.00
2501.602	TRASH GUARD FOR 12" PIPE APRON	EACH	1	\$476.00	\$476.00	0	1	1	\$476.00
2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	2	\$476.00	\$952.00	0	2	2	\$952.00
2501.602	TRASH GUARD FOR 36" PIPE APRON	EACH	1	\$380.00	\$380.00	0	1	1	\$380.00
2503.511	12" CP PIPE SEWER (SMOOTH)	LIN FT	26	\$69.00	\$1,794.00	27	0	27	\$1,863.00
2503.511	15" CP PIPE SEWER (SMOOTH)	LIN FT	27	\$77.00	\$2,079.00	30	0	30	\$2,310.00
2503.511	24" CP PIPE SEWER (SMOOTH)	LIN FT	28	\$95.00	\$2,660.00	30	0	30	\$2,850.00
2503.511	36" CP PIPE SEWER (SMOOTH)	LIN FT	38	\$106.00	\$4,028.00	40	0	40	\$4,240.00
2503.541	12" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	77	\$73.00	\$5,621.00	87	0	87	\$6,351.00
2503.541	15" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	819	\$73.00	\$59,787.00	853	0	853	\$62,269.00
2503.541	18" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	20	\$85.00	\$1,700.00	23	0	23	\$1,955.00
2503.541	21" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	841	\$85.00	\$71,485.00	879	0	879	\$74,715.00
2503.541	24" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	28	\$96.00	\$2,688.00	32	0	32	\$3,072.00
2503.541	30" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	555	\$125.00	\$69,375.00	583	0	583	\$72,875.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	4	\$2,226.00	\$8,904.00	4	0	4	\$8,904.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	EACH	5	\$3,346.00	\$16,730.00	5	0	5	\$16,730.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	EACH	9	\$3,352.00	\$30,168.00	9	0	9	\$30,168.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 3	EACH	4	\$4,293.00	\$17,172.00	4	0	4	\$17,172.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 4	EACH	3	\$6,045.00	\$18,135.00	3	0	3	\$18,135.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 5	EACH	1	\$6,708.00	\$6,708.00	1	0	1	\$6,708.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 6	EACH	2	\$13,881.00	\$27,762.00	2	0	2	\$27,762.00
2506.502	RAIN GUARDIAN	EACH	3	\$2,088.00	\$6,264.00	3	0	3	\$6,264.00
2506.602	ADJUST DRAINAGE STRUCTURE	EACH	1	\$2,450.00	\$2,450.00	1	0	1	\$2,450.00
2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	93	\$3.00	\$279.00	93	0	93	\$279.00
2511.507	RANDOM RIPRAP CLASS III	CU YD	19	\$152.00	\$2,888.00	19	0	19	\$2,888.00
2531.501	CONCRETE CURB & GUTTER DESIGN D312 (MODIFIED)	LIN FT	8,200	\$14.15	\$116,030.00	8,204	0	8,204	\$116,086.60
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	384	\$70.00	\$26,880.00	374.2	0	374.2	\$26,194.00
2540.602	RELOCATE MAIL BOX SUPPORT	EACH	35	\$127.50	\$4,462.50	35	0	35	\$4,462.50
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$1,406.00	\$1,406.00	1	0	1	\$1,406.00

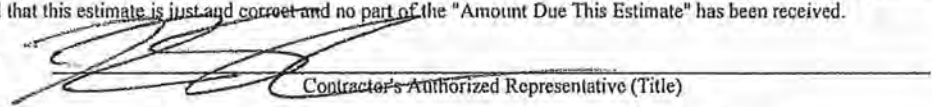
2564.518	SIGN PANELS TYPE C	SQ FT	73	\$40.00	\$2,920.00	73	0	73	\$2,920.00
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$4,721.00	\$4,721.00	1	0	1	\$4,721.00
2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	5,038	\$1.70	\$8,564.60	4,546	0	4,546	\$7,728.20
2573.502	STORM DRAIN INLET PROTECTION	EACH	36	\$198.00	\$7,128.00	34	0	34	\$6,732.00
2573.502	CULVERT END CONTROLS	EACH	8	\$198.00	\$1,584.00	8	0	8	\$1,584.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	263	\$4.80	\$1,262.40	263	0	263	\$1,262.40
2575.504	EROSION CONTROL BLANKETS CATEGORY 0	SQ YD	424	\$3.10	\$1,314.40	320.72	0	320.72	\$994.23
2575.605	TURF ESTABLISHMENT	ACRE	2.5	\$2,082.00	\$5,205.00	2.4	0	2.4	\$4,996.80
TOTAL CONTRACT AMOUNT						\$1,056,496.30		\$1,074,988.61	

SUMMARY

Original Contract Amount	\$1,056,496.30
Value Completed To Date	\$1,074,988.61
Material on Hand	\$0.00
SUBTOTAL	<u>\$1,074,988.61</u>
Amount Retained - 5%	\$0.00
Less Pay Estimate #1	\$110,934.11
Less Pay Estimate #2	\$757,372.40
Less Pay Estimate #3	\$33,017.99
Less Pay Estimate #4	\$104,992.08
AMOUNT DUE THIS ESTIMATE	<u>\$68,672.03</u>

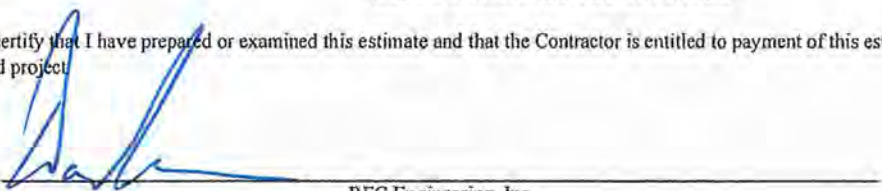
CERTIFICATION OF THE CONTRACTOR

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 7/19/22
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  Date 8/9/22
RFC Engineering, Inc.

Respectfully submitted,

RFC Engineering, Inc.

Tom Collins, P.E.
Ham Lake City Engineer

Meeting Date: August 15, 2022



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

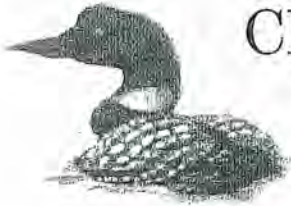
To: Mayor and Councilmembers

From: Dawnette Shimek, Deputy City Clerk

Item/Title/Subject: Temporary One-Day Liquor License

Introduction/Discussion: Attached is an application from the Dylan Witschen Foundation requesting a Temporary One-Day Liquor License at The Willow Tree Winery, 828 Constance Boulevard NE, Ham Lake for September 10, 2022.

Recommendation: I recommend approval of the Temporary One-Day Liquor License for the Dylan Witschen Foundation for September 10, 2022.



CITY OF HAM LAKE

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

Receipt # 93704 \$25.00 Fee

APPLICATION FOR TEMPORARY ONE-DAY ON-SALE/OFF-SALE 3.2 PERCENT MALT LIQUOR

TO: Ham Lake City Council
Of the City of Ham Lake
County of Anoka, State of Minnesota

Debbie Witschen, whose name and address is subscribed hereto, hereby make application for an On sale/Off sale license to sell 3.2 percent malt liquor on those certain premises in the City of Ham Lake, County of Anoka, State of Minnesota known and described as follows: The Willow Tree Winery, 828 Constance Blvd. NE, Ham Lake MN, in connection with the Dylan Witschen Foundation (non-profit) business there now and therefore conducted by said applicants since March 4, 2011.

Applicant states and represents:

(a – if an individual or partnership) That they are a citizen of the United States of America, who is of good moral character and repute and has attained the age of twenty one years and who is proprietor of the establishment for which this license is applied.

(b – if a corporation) That it is a corporation organized under the laws of Minnesota. That said corporation is an affiliate or subsidiary of the _____ . That the application is made on behalf of said corporation by the undersigned (officer of manager)

(c – if a club or charitable, religious or other non-profit corporation that has existed for at least three years) That it is a bona fid club and is an organization for social or business purposes – or for intellectual improvement – or for the promotion of sports – where the serving of such 3.2 percent malt liquor is incidental and not the major purpose of the club.

Date of event: Saturday, September 10, 2022

The applicant represents that no manufacturer or wholesaler of 3.2 percent malt liquor has any ownership, in whole or in part, in the business of applicant.

Applicant herein agrees to abide and be governed by all rules and regulations of the municipality and all laws of the state pertaining to the sale of 3.2 percent malt liquor.

Debbie Witschen (Name)
17065 Waco Street NE (Address)
Andover, MN 55304

STATE OF MINNESOTA
COUNTY OF ANOKA

Debbie Witschen being duly sworn on oath says that he/she is the person who made and signed the foregoing application, that he/she has read said application and knows the contents thereof, and that the same is true of his/her own knowledge.

Subscribed and sworn to before me this 4th day of Aug, 2022
Denise Webster
(Notary Public)

