CITY OF HAM LAKE



15544 Central Avenue NE Ham Lake, Minnesota 55304 (763) 434-9555 info@ci.ham-lake.mn.us

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, DECEMBER 16, 2024

- 1.0 CALL TO ORDER 6:00 P.M. Pledge of Allegiance
- 2.0 PUBLIC COMMENT
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS
- 3.1 6:01 P.M. Public Hearing to consider the vacation of a portion of the drainage and utility easements on Lot 1, Block 6, Enchanted Estates and Lot 1, Block 7, Enchanted Estates and adoption of a Resolution

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 December 2, 2024
- 4.2 Approval of claims
- 4.3 Approval of Addendum #3 to the well usage and maintenance agreement with Warren Hoffman
- 4.4 Approval of the 2025 bituminous overlay project plans and specifications and authorization to advertise for bids
- 4.5 Approval of the 2025 Business License Renewals
- 4.6 Approval of hiring part-time Snow Plow Drivers
- 4.7 Approval of the updated Snow Plowing/Ice Control Policy
- 4.8 Approval of an Off-Site Gambling Permit for Pheasants Forever Anoka County Chapter 13 to conduct a raffle on February 1, 2025 at Maxx Bar and Grill (17646 Central Avenue NE)
- 4.9 Code Committee Recommendations:
 - 1) First Reading of an Ordinance regarding 4-700 Noise
 - 2) First Reading of an Ordinance regarding 10-600 Variances from the Subdivision Code

5.0 PLANNING COMMISSION RECOMMENDATIONS

- Melinda McDermott, Elevate Hope House, requesting Preliminary and Final Plat approval for Elevate Hope Addition, a Minor Plat (2 residential lots and one outlot) in Section 16
- **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

RESOLUTION NO. 24-xx

WHEREAS, a public hearing was held before the Ham Lake City Council on the 16th day of December, 2024 at 6:01 p.m. to consider the proposed vacation of certain lands within the City of Ham Lake;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the following described property be vacated;

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

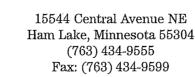
AND

That portion of the drainage and utility easement dedicated and embraced within the southerly 10.00 feet and that part of the westerly 10.00 feet of Lot 1, Block 7, ENCHANTED ESTATES, Anoka County, Minnesota, which lies southerly of the North 222.00 feet thereof. EXCEPT the easterly 10 feet of the southerly 10 feet of said Lot 1, Block 7.

Adopted by the City Council of the City of Ham Lake this 16th day of December, 2024.

	Brian Kirkham, Mayor	
Denise Webster, City Clerk		

CITY OF HAM LAKE



NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

NOTICE IS HEREBY GIVEN, that a Public Hearing will be held before the Ham Lake City Council on December 16, 2024 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue N.E. Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

AND

That portion of the drainage and utility easement dedicated and embraced within the southerly 10.00 feet and that part of the westerly 10.00 feet of Lot 1, Block 7, ENCHANTED ESTATES, Anoka County, Minnesota, which lies southerly of the North 222.00 feet thereof. EXCEPT the easterly 10 feet of the southerly 10 feet of said Lot 1, Block 7.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: November 21, 2024

Dawnette Similek, Deputy City Clerk

Posted at City Hall between the dates of November 21, 2024 and December 16, 2024.

Published in the Star Tribune on November 21, 2024 and November 28, 2024.

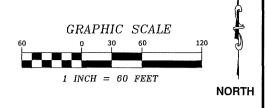
SKETCH AND DESCRIPTION of ROGER AND SUE HAUGEN OF ENCHANTED ESTATES

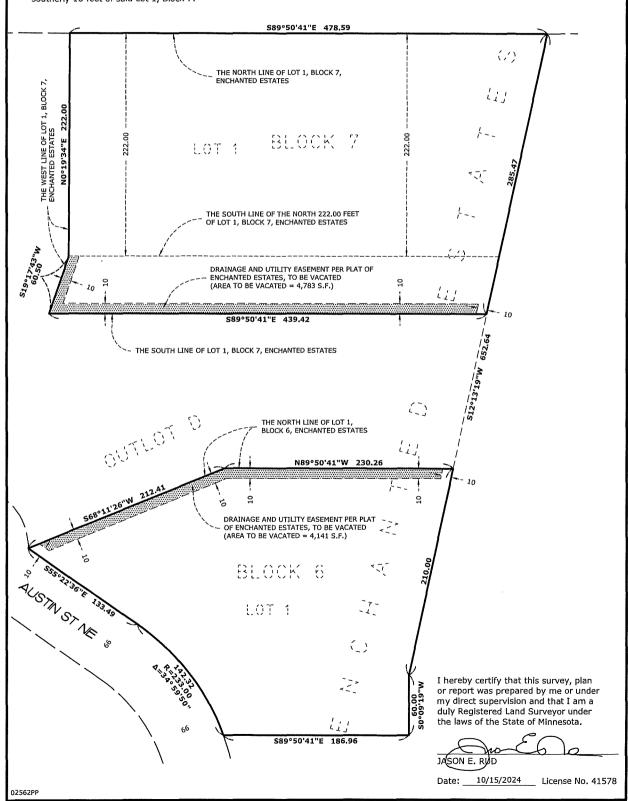
DESCRIPTION OF EASEMENTS TO BE VACATED

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

AND

That portion of the drainage and utility easement dedicated and embraced within the southerly 10.00 feet and that part of the westerly 10.00 feet of Lot 1, Block 7, ENCHANTED ESTATES, Anoka County, Minnesota, which lies southerly of the North 222.00 feet thereof. EXCEPT the easterly 10 feet of the southerly 10 feet of said Lot 1, Block 7.





AARSVOLD WILLIAM H PIN: 14-32-23-14-0008 4008 CONSTANCE BLVD NE HAM LAKE, MN 55304

HAUGEN TRUSTEE, SUSAN M PIN: 14-32-23-14-0012 4056 CONSTANCE BLVD NE HAM LAKE, MN 55304

ZAHIRA AQEL PIN: 14-32-23-14-0021 11151 HASTINGS ST NE BLAINE, MN 55449 BENHARDUS, PERRY JON PIN: 14-32-23-11-0007 4127 CONSTANCE BLVD NE HAM LAKE, MN 55304

JONES TRUSTEE PADDY N PIN: 14-32-23-11-0008 4135 CONSTANCE BLVD NE HAM LAKE, MN 55304 HALGRIMSON, ANGELA M PIN: 14-32-23-14-0006 16207 AUSTIN ST NE HAM LAKE, MN 55304

ROBERTSON NOELLE PIN: 14-32-23-14-0022 4130 CONSTANCE BLVD NE HAM LAKE, MN 55304

RESOLUTION NO. 24-57

WHEREAS, the Ham Lake City Council, on its own motion, wishes to consider the vacation of the following described land in the City of Ham Lake, pursuant to Minnesota Statutes Chapter 412.851:

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

AND

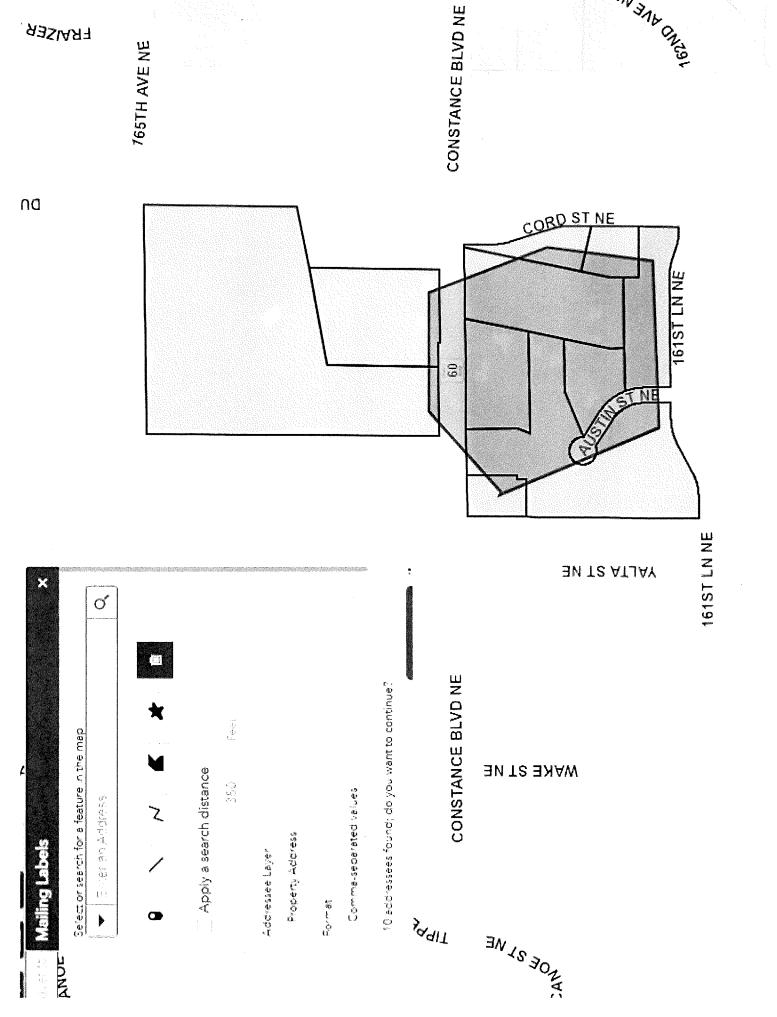
That portion of the drainage and utility easement dedicated and embraced within the southerly 10.00 feet and that part of the westerly 10.00 feet of Lot 1, Block 7, ENCHANTED ESTATES, Anoka County, Minnesota, which lies southerly of the North 222.00 feet thereof. EXCEPT the easterly 10 feet of the southerly 10 feet of said Lot 1, Block 7.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of November 21, 2024 and December 16, 2024 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on December 16, 2024, with publication to occur in the Star Tribune on November 21, 2024 and November 28, 2024.

Adopted by the City Council of the City of Ham Lake this 18th day of November, 2024.

Brian Kirkham, Mayor

Denise Webster, City Clerk



FRAIZER

NAND ON COL

AARSVOLD WILLIAM H	PIN: 14-32-23-14-0008	4008 CONSTANCE BLVD NE	HAM LAKE, MN 55304
BENHARDUS, PERRY JON	PIN: 14-32-23-11-0007	4127 CONSTANCE BLVD NE	HAM LAKE, MN 55304
HALGRIMSON, ANGELA M	PIN: 14-32-23-14-0006	16207 AUSTIN ST NE	HAM LAKE, MN 55304
HAUGEN TRUSTEE, SUSAN M	PIN: 14-32-23-14-0012	4056 CONSTANCE BLVD NE	HAM LAKE, MN 55304
JONES TRUSTEE PADDY N	PIN: 14-32-23-11-0008	4135 CONSTANCE BLVD NE	HAM LAKE, MN 55304
ROBERTSON NOELLE	PIN: 14-32-23-14-0022	4130 CONSTANCE BLVD NE	HAM LAKE, MN 55304
ZAHIRA AQEL	PIN: 14-32-23-14-0021	11151 HASTINGS ST NE	BLAINE, MN 55449

CITY OF HAM LAKE



15544 Central Avenue NE Ham Lake, Minnesota 55304 (763) 434-9555 info@ci.ham-lake.mn.us

NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

NOTICE IS HEREBY GIVEN, that a Public Hearing will be held before the Ham Lake City Council on December 16, 2024 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue N.E. Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

AND

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Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: November 21, 2024

Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of November 21, 2024 and December 16, 2024.

Published in the Star Tribune on November 21, 2024 and November 28, 2024.

Meeting Date: November 18, 2024



NOV 18 2024

To:

Mayor and Councilmembers

From:

Dawnette Shimek, Deputy City Clerk

Item/Title/Subject:

Vacation of a portion of Drainage and Utility Easements on Lot

1, Block 6, Enchanted Estates and Lot 1, Block 7, Enchanted

Estates

Introduction/Discussion:

Roger Haugen is requesting to vacate of a portion of Drainage and Utility Easements on Lot 1, Block 6, Enchanted Estates and Lot 1, Block 7, Enchanted Estates. Engineer Collins has reviewed the legal descriptions and has no issue with this vacation being there is not public need for the easements.

Recommendation:

I recommend approval of the Resolution scheduling a Public Hearing for December 16, 2024 to vacate a portion of Drainage and Utility Easements on Lot 1, Block 6, Enchanted Estates and Lot 1, Block 7, Enchanted Estates.



REQUEST FOR

CITY OF HAM LAKE

15544 Central Avenue NE

MEGOEOT TOIL	IDDAT OCHHAI MACHAC IAM
AN APPEARANCE	Ham Lake, MN 55304
BEFORE THE CITY COUNCIL	ŕ
	Phone (763) 434-9555
DATE OF APPLICATION 11 1 2024	DEPOSIT \$ RECEIPT #
CITY COUNCIL MEETING DATE (if all required information is received)	
APPLICANT'S NAME ROGER H.	AUGEN
MAILING ADDRESS 4056 G	ONSTANCE BLVD. NE
CITY, STATE, ZIP CODE HAM L	AICE, MN 55304
PHONE (daytime) 6/2-670-	- 3863
EMAIL ADDRESS roger hav	igen 12 e gmail.com
SITE ADDRESS / NATURE OR REQUEST:	
(Please attach any relevant information	including maps, diagrams, and a
descriptive narrative of the request)**	
REQUESTING THE VACAT	ION OF A DIMINAGE
AND UTILITY EASEMENT	- IN CONJUNCTION
WITH FINAL PLAT APP,	
	4 TH ADDITION
Grand Hauser	10-21-24
Signature of Applicant	Date
Gran Haugen Signature of Current Property Owner	10-31-24
Signature of Current Property Owner	Date

(If the applicant is not the property owner – the property owner signature is required)

^{**}You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until <u>all</u> of the required information has been submitted to the City of Ham Lake.



NOTICE TO ALL APPLICANTS FOR MUNICIPAL PERMITS, LICENSES, OR OTHER MUNICIPAL ACTION

- 1. If you are requesting municipal action on any request for any of the above, you will be required to furnish certain information about yourself, the project you are involved in, or other matters pertaining to the subject. Some of the information you are asked to provide is classified by state law as either private or confidential. Private data is information which generally cannot be given to the public but can be given to the subject of the data. Confidential data is information which generally cannot be given to either the public or the subject of the data.
- 2. The purpose of this information is to enable the City Staff, Commissions, Council or other government agencies to evaluate relevant factors in considering your request. You are not legally required to provide this information. If you do not provide the requested information, the City may not act upon your request.
- 3. The information you supply <u>will be public</u> and available to any entity requesting to inspect the information.

DATA PRACTICES ADVISORY TENNESSEN WARNING

REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04

SIGNED BY	Roger	Hauger	
COMP	ANY/TITLE:		
	DATE:	10-31-24	

CITY OF HAM LAKE ACKNOWLEDGMENT OF RESPONSIBILITY TO REIMBURSE EXPENSES

The undersigned, <u>ROGEN HAUGEN</u> , having applied to the City of
Ham Lake for consideration of a planning and zoning request, or any other
permit, license, or action requiring review and/or approval of the City, as
FOLLOWS: EASEMENT VACATION
Type of Application
acknowledges that the sum of \$, has been deposited with the City
of Ham Lake to reimburse the City of Ham Lake for any out of pocket
expenses incurred by the City in reviewing the proposal, including but not
limited to a staff review fee, any signage required by ordinance, and City
Engineer and City Attorney's fees for their review, in amounts which are not
known to the City at this time. The applicant acknowledges that it is the
responsibility of the undersigned to reimburse the City for any such
engineering or attorney's fees incurred in review of the applicant's request,
or any other expenses incurred by the City in connection with this requires,
and further acknowledges that in the event that the undersigned fails to
promptly remit any amounts incurred by the City in excess of the deposit, the
City shall have the right to discontinue further consideration or action upon
the undersigned's request, shall have the right to rescind any approvals,
withdraw any permits, licenses or other consents, shall have the right to
vacate any street or road, plat or other dedication, and the undersigned
waives the right to claim damages arising out of any such act by the City.
Furthermore, the applicant agrees that in the event that the City is required
to take legal action in order to effect recovery of any of the expenses incurred
by the City from the undersigned, the City shall be entitled, in addition to
principle and interest, to recover its reasonable attorney's fees incurred in
collecting said sums from the undersigned.
Annih and Simulatura (R. 1. 1 / 1/21/21) Parad (2. 21/21/21)
Applicant Signature Boger Hauger Dated 10-31-24
The following statement must be signed if the applicant is not the property
owner:
, as owner of the property involved in the foregoing
application, agrees to be jointly and severally liable for payment of the
foregoing fees.
Property Owner Signature Roger Hausen Dated 10-31-24

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

AND

That portion of the drainage and utility easement dedicated and embraced within the southerly 10.00 feet and that part of the westerly 10.00 feet of Lot 1, Block 7, ENCHANTED ESTATES, Anoka County, Minnesota, which lies southerly of the North 222.00 feet thereof. EXCEPT the easterly 10 feet of the southerly 10 feet of said Lot 1, Block 7.

NOTICE OF COMPLETION OF VACATION PROCEEDINGS

NOTICE IS HEREBY GIVEN, pursuant to Minnesota Statues Chapter 412.851, that a Resolution was adopted by a 5-0 vote of the Ham Lake City Council on the 16th day of December 2024, vacating the following described easements and right-of-ways in the City of Ham Lake, Anoka County, Minnesota:

That portion of the drainage and utility easement dedicated and embraced within the northerly 10.00 feet of Lot 1, Block 6, ENCHANTED ESTATES, Anoka County, Minnesota. EXCEPT the southwesterly and easterly 10.00 feet thereof.

AND

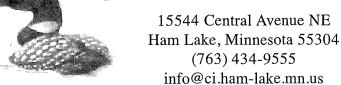
That portion of the drainage and utility easement dedicated and embraced within the southerly 10.00 feet and that part of the westerly 10.00 feet of Lot 1, Block 7, ENCHANTED ESTATES, Anoka County, Minnesota, which lies southerly of the North 222.00 feet thereof. EXCEPT the easterly 10 feet of the southerly 10 feet of said Lot 1, Block 7.

Said Resolution (Resolution No. 24-XX as adopted after conducting a public hearing, which hearing was conducted on the 16th day of December, 2024, pursuant to published and posted notice, which notice was posted in the City Hall between November 21, 2024 and December 16, 2024, and published in the qualified newspaper (Star Tribune) on November 21, 2024 and November 28, 2024.

Date: December 16, 2024

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE



CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, DECEMBER 2, 2024

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, December 2, 2024 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT:

Mayor Brian Kirkham and Councilmembers Jesse Wilken, Al Parranto and

Gary Kirkeide

MEMBERS ABSENT:

Councilmember Jim Doyle

OTHERS PRESENT:

City Attorney, Mark Berglund; City Engineer, Tom Collins; City

Administrator, Denise Webster; Finance Director, Andrea Murff; and

Deputy City Clerk, Dawnette Shimek

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

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

2.0 PUBLIC COMMENT

Mayor Kirkham stated that attendees of the meeting are welcome to speak during public comment regarding item 5.1 related to adding Wetland Banking to the Ham Lake City Code.

Steve Jones, Keller Williams Realty, Maple Grove, asked at what time will the parkland dedication fee of \$2,500 per acre of wetland be collected, whether it would be at the time of filing the plat or as lots sell. Mr. Jones also wanted to clarify that the development could be approved first, and they could then work through the process of the wetland banking approval later.

Attorney Berglund stated that parkland dedication fees are supposed to be collected at the time that that the plat is signed and recoded. Attorney Berglund stated that sometimes parkland dedication fees are paid as the lots sell. Attorney Berglund stated the way the code is drafted, that the parkland dedication fees would be paid when the plat is signed. Attorney Berglund stated that the development could be approved and then they could work through the process of the wetland banking and that could be approved at a separate time.

Bill Stoddard, stated that he owns 127-acres of sod farm and that it has always been his intent to be a good steward of the property and work with the city on a trail and its location. Mr. Stoddard added that the trail will be determined with the existing topography and that is still their goal. Mr. Stoddard stated that may be the site doesn't have the approvability to add residential lots, so he will be one who complains about the amount of the per acre fee. Mr. Stoddard added that the 127-acre sod farm, depending on the land, may come out with only 40 to 50 wetland credits, and still paying a large amount of parkland dedication fees. Mr. Stoddard thanked the City Council for their time.

Erin Casper, 13835 Isetta Street NE, asked the City Council to consider bringing in experts from the Minnesota Board of Water and Soil Resources (BWSR) and the Coon Creek Watershed District (CCWD) to educate the Planning Commission and City Council on wetland banking before something so permanent is finalized.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 <u>6:01 p.m. – Public Hearing – to consider the adoption of Resolution No. 24-58 for the 2025 Budget, Levy and Five-Year Capital Improvement Plan</u>

Mayor Kirkham opened the public hearing at 6:09 p.m. for comment and there was none.

Mayor Kirkham stated that the preliminary budget had a 3% increase in the levy, which is the second lowest in Anoka County, with Ham Lake still having the lowest tax capacity rate in Anoka County. Mayor Kirkham stated that Ham Lake does not assess for street repairs and the 2025 budget is the last year to pay off an outstanding bond and the city will be debt free. Mayor Kirkham stated that the new \$2.5 million Fire Station #3 off of Lexington Avenue NE was constructed with cash. Mayor Kirkham stated that within the 5 to 10-year Capital Improvement Plan (CIP), all of the Fire Trucks and Public Works Plow Trucks and equipment are paid for with cash. Mayor Kirkham thanked staff for being frugal with the taxpayer's money.

Mayor Kirkham asked for further public comment and with there being none, closed the public hearing at 6:10 p.m.

Motion by Kirkeide, seconded by Wilken, to adopt Resolution No. 24-58 approving the 2025 Budget, Levy and Fire-Year Capital Improvement Plan. All present in favor, motion carried.

4.0 CONSENT AGENDA

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

- 4.1 Approval of minutes of November 18, 2024
- 4.2 Approval of claims in the amount of \$143,086.26
- 4.3 Approval of closing (non-emergency City operations) on Christmas Eve
- 4.4 Approval of Officer appointment of an additional Captain
- 4.5 Approval of the Animal Humane Society (AHS) Letter of Understanding for Impound Services for 2025
- 4.6 Approval of hiring part-time Snow Plow Drivers
- 4.7 Approval of hiring part-time Warming House Attendants
- 4.8 Approval of an Off-Site Gambling Permit for The Way of the Shepherd to conduct a raffle on February 28, 2025 at Majestic Oaks Golf Club (701 Bunker Lake Boulevard NE)

Motion by Kirkham, seconded by Parranto, to approve the Consent Agenda as written. All present in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 <u>Consideration of amendments to Article 9 of the Ham Lake City Code related to adding Wetland Banking as a Conditional Use in R-A (Rural Single Family Residential) zoning (this is considered the First Reading of an Ordinance)</u>

Mayor Kirkham stated that he is a fan of wetland banking for several reasons. The biggest reason is that these sod farms in the city still have the potential of someday, of a future council coming in and saying they want to bring in city sewer and water; then these sod farms would turn into Blaine or Andover, as they take out all of the bad dirt, replace it with good dirt and then build three or four houses on an acre of land. With city sewer and water, you will find townhomes and apartment buildings also being built. Mayor Kirkham stated that wetland banking is a way that can permanently lock-up these lands so that will never happen. Mayor Kirkham stated that a lot of people in Ham Lake love their green space, and that why people move to Ham Lake. Mayor Kirkham stated that he does not want to see something like the Metropolitan Airport Commission that is fenced in and cannot even put a trail through. Mayor Kirkham stated that the wetland banking is being done by private developers who are paying taxes on the property and questions why the city would include a maintenance fee to cover future costs when the property is taken over by the city. Mayor Kirkham asked why the city take over the burden of the property. Councilmember Kirkeide agreed. Attorney Berglund stated that the 3% maintenance fee was in the initial proposal because the city doesn't want the land to be unusable. Attorney Berglund stated that the concept of a trail system being woven through the property would need to be maintained. Councilmember Wilken stated that the city paid for a study about wetland banks when they were exploring whether it was feasible to do wetland banking in the park in Hidden Forest East Park. Councilmember Wilken asked just approximately, how much a credit is or how much wetland credits sell for an acre. Bill Stoddard, developer, stated that wetland banking credits values is based on supply and demand, some credits may be valued at \$200,000, while others are \$25,000 to \$30,000. Councilmember Wilken asked how long it takes for a wetland credit to sell. Mr. Stoddard stated that a public project can decrease credits while others could take 10-20 years to sell. Councilmember Wilken stated he would like to see a percentagebased fee for a credit. Attorney Berglund stated that pathways through a wetland bank property would not be feasible for a trail. Attorney Berglund stated if it is the City Council's goal to have a pathway, then the parkland dedication fee would be on a per acre basis. Attorney Berglund stated that the Planning Commission indicated that they were in favor of the per acre parkland dedication fee. Councilmember Kirkeide stated that maybe they should treat the parkland fee and wetlands fees separately or tie all fees to the scale of the credits sold and on a credit sale basis. Councilmember Parranto asked if they would be billed on only the created wetland banking acreage. Attorney Berglund stated that there is not a lot of historical information regarding wetland banking. Mayor Kirkham stated that the city has a lot of land that potentially could be for wetland banking. Mayor Kirkham stated that the city would benefit from connecting trail systems. Engineer Collins stated that in the past, tax forfeiture property would first be offered to the City and typically because it is wetland. Engineer Collins stated that the Legislature tax forfeit lands and requires that tax forfeit property goes on minimum market value bid auction and if not sold then goes onto a minimum bid envelope auction and then if not sold the land would be offered to the City. Motion by Kirkham, seconded by Parranto, to table the amendments to Article 9 of the Ham Lake City Code relating to adding Wetland Banking as a Conditional Use in R-A (Rural Single Family Residential) zoning until a workshop meeting can be scheduled with the City Council, Planning Commission and a representative from the Minnesota Board of Water and Soil Resources (BWSR). 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

Mayor Kirkham stated that there was a Code Committee meeting before the Council meeting to discuss the city noise ordinances regarding ATV's and snowmobiles and in review of the City of East Bethel and City of Oak Grove's ordinances for guidance in amending the code. Mayor Kirkham stated that variances were discussed, and Attorney Berglund will look at laying out the hardships required for granting a variance so it is clearer.

11.2 <u>Announcements and future agenda items</u> – None

Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 6:34 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE CLAIMS SUBMITTED TO COUNCIL December 16, 2024

CITY OF HAM LAKE

	NK DRAFTS 12/03/24 - 1	12/16/24	
EFT	# 2192 - 2204	\$	55,506.15
REFUND CHECKS	# 66732 - 66735	\$	18,125.82
CHECKS	# 66736 - 66785	\$	75,565.63
BANK DRAFTS	DFT0002813 - DFT0002819	\$	31,016.03
TOTAL EFTS, CHECKS,	AND BANK DRAFTS	\$	180,213.63
PAYROLL CHECKS			
12/13/24	Direct Deposits	\$	44,523.95
TOTAL PAYROLL CHEC	CKS	\$	44,523.95
VOID CHECKS CHECKS	#66749, 66750, 66767		
ZERO CHECKS	//aa00	\$	•••
ZERO EFT BANK DRAFTS	#2200	\$ \$	-
TOTAL VOIDS		-\$	-
TOTAL OF ALL PAYME	NTS	\$	224,737.58
MAYOR			
MAYOR			
MAYOR			
MAYOR COUNCILMEMBER			
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COUNCILMEMBER	d d		
COUNCILMEMBER	F		
COUNCILMEMBER	i si		

Refund Check Register



City of Ham Lake, MN

Packet: ARPKT01273 - 12/05/24 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00420	VYACHESLAY DASKALYUK	12/5/2024	66732	8,025.82
00459	KATHY STEWART	12/5/2024	66733	5,100.00
00503	PARENT BUILDERS	12/5/2024	66734	2,500.00
			Total Refund Amount:	15 625 82

Revenue Totals

Revenue Code		Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS		7,600.00
TR- PERF BOND - PERFORMANCE BOND DEPOSIT		8,000.00
TR - PERF INT - PERFORMANCE BOND INTEREST		25.82
	Revenue Totals:	15,625.82

General Ledger Distribution

Posting Date: 12/05/2024

	Account Number	Account Name		Posting Amount	IFT
Fund:	890 - TRUST FUND	All and the state of the state	ug) (Linia (Mill)) (Lati in minimizata a manda pata and disappel and physical device by a Pile or	ekenturus kalli milli Milliaminerija en 4 k 1993 kustis kall (1900 k. B. n. 1904 kilo vil 1904 k. K. 1914 kilo vil 1904 kilo kalli di en	And the state of the American State State and the
	890-10101	Cash-claim on pooled cash		-15,625.82	Yes
	890-11501	Misc receivables		7,600.00	
	890-22804	Performance bonds		8,025.82	
			890 Total:	0.00	
Fund:	999 - POOLED CASH				
	999-10100	Pooled Cash		-15,625.82	
	999-20702	Due to other funds		15,625.82	Yes
			999 Total:	0.00	
		Distri	bution Total:	0.00	

Refund Check Register



City of Ham Lake, MN

Packet: ARPKT01277 - 12/11/24 TRUST REFUND

Refund Detail	R	efi	ın	d	D	eta	il	
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Account Number	Name	Check Date	Check Number	Amount
00430	STONE CREEK HOMES INC	12/11/2024	66735	2,500.00
			Total Refund Amounts	2 500 00

Revenue Totals—

Revenue Code		Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS		2,500.00
	Revenue Totals:	2,500.00

General Ledger Distribution

Posting Date: 12/11/2024

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND		ikuwa mainta wa mainta na mainta	destinition dell'unit, intiliation y les distributes d'Allema,
	890-10101	Cash-claim on pooled cash	-2,500.00	Yes
	890-11501	Misc receivables	2,500.00	
		890 To	otal: 0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-2,500.00	
	999-20702	Due to other funds	2,500.00	Yes
		999 To		
		Distribution To	otal: 0.00	

Council Approval List By (None)



City of Ham Lake, MN

Payment Dates 12/3/2024 - 12/16/2024

				,	
Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2192	BERGLUND, BAUMGARTNER,	11/18 COUNCIL MTG	Attorney	100-41101-3110	281.71
2192	BERGLUND, BAUMGARTNER,	11/4 COUNCIL MEETING	Attorney	100-41101-3110	553.30
2192	BERGLUND, BAUMGARTNER,	LIVEWIRE/GOOD FELLAS	Attorney	100-41101-3110	152.77
2192	BERGLUND, BAUMGARTNER,	B&L FARMS	Attorney	100-41101-3110	305.54
2192	BERGLUND, BAUMGARTNER,	DEVELOPMENT AGREEMENT	Attorney	100-41101-3110	84.87
2192	BERGLUND, BAUMGARTNER,	DEPUTY ACCIDENT	Attorney	100-41101-3110	101.84
2192	BERGLUND, BAUMGARTNER,	WETLAND BANK ORDIANCE	Attorney	100-41102-3110	254.61
2192	BERGLUND, BAUMGARTNER,	ARTICLE 12	Attorney	100-41102-3110	84.87
2192	BERGLUND, BAUMGARTNER,	11/12 PLANNING COMMISSIO	Attorney	100-41601-3110	441.32
2192	BERGLUND, BAUMGARTNER,	11/25 PLANING COMMISSION	Attorney	100-41601-3110	492.24
2192	BERGLUND, BAUMGARTNER,	HECKLE CITATION	Attorney	100-42401-3110	135.79
2192	BERGLUND, BAUMGARTNER,	RECYCLING CONTRACT REVIE	Attorney	231-43601-3110	152.77
2192	BERGLUND, BAUMGARTNER,	BUNKER LAKE INTERCHANGE	Attorney	431-43301-3110	101.84
2192	BERGLUND, BAUMGARTNER,	EVERGREEN ESTATES	Attorney	890-90001-3110	917.71
2192	BERGLUND, BAUMGARTNER,	STALBERGER DEVELOPMENT	Attorney	890-90001-3110	407.38
2192	BERGLUND, BAUMGARTNER,	LINCOLN VARIANCE/LOT SPLIT	Attorney	890-90001-3110	305.53
2192	BERGLUND, BAUMGARTNER,	ARTICLE 9	Attorney	890-90001-3110	84.87
2192	BERGLUND, BAUMGARTNER,	ELWELL FARMS	Attorney	890-90001-3110	254.62
2193	DAVID HANSON	CHET'S SHOES - SAFETY BOOT	Clothing & personal protectiv	100-44101-2210	150.00
2194	DENISE WEBSTER	PARK TOURS (7/25)	Mileage	100-41201-3960	15.41
2194	DENISE WEBSTER	ACRED MEETING (2/7)	Mileage	100-41201-3960	8.31
2194	DENISE WEBSTER	CHAMBER MEETINGS (3/13, 7	Mileage	100-41201-3960	8.04
2194	DENISE WEBSTER	NORTHMETRO TV(2/6,4/2,6/	Mileage	100-41201-3960	54.27
2195	GRAINGER	SIGN POSTS	Street signs	100-43401-2250	592.08
2196	GREATAMERICA FINANCIAL SE		Equipment rentals	100-41701-3320	160.95
2197	HOTSY MINNESOTA	SALT PROTECTOR	Operating supplies	100-43101-2290	144.00
2198	O'REILLY AUTOMOTIVE STORE		Vehicle parts & supplies	100-43101-2340	7.17
2198		#63 OIL DRAIN PLUG	Vehicle parts & supplies	100-43101-2340	3.15
2198	O'REILLY AUTOMOTIVE STORE		Vehicle parts & supplies	100-43101-2340	22.60
2198	O'REILLY AUTOMOTIVE STORE	BATTERIES	Vehicle parts & supplies	100-42201-2340	10.99
2198	O'REILLY AUTOMOTIVE STORE	WIRE TIES (SANTA RIDE)	Operating supplies	100-42201-2290	25.98
2198	O'REILLY AUTOMOTIVE STORE	G1 RCVR BUSHING	Vehicle parts & supplies	100-42201-2340	22.99
2198		BLADE	Operating supplies	100-43101-2290	404.22 125.27
2198	O'REILLY AUTOMOTIVE STORE		Operating supplies	100-43101-2290	8,714.33
2199	RFC ENGINEERING, INC.	MEADOW PARK RECONSTRUC CROSSTOWN BUSINESS PARK	Engineering Capital assets	431-43301-3135	1,810.02
2199	RFC ENGINEERING, INC.		Capital assets	262-46101-5110	6,595.16
2199	RFC ENGINEERING, INC. RFC ENGINEERING, INC.	CROSSTOWN SHOPPING CENT COUNCIL MEETING	Engineering	431-43301-3135 100-41101-3135	145.78
2199	,	BASE MAP	Engineering	100-41101-3135	105.91
2199	RFC ENGINEERING, INC.	ANOKA COUNTY GIS DATA EX	Engineering Engineering		29.40
2199	RFC ENGINEERING, INC. RFC ENGINEERING, INC.	UPDATE DEVELOPMENT AGRE	Engineering Engineering	100-41101-3135 100-41101-3135	40.38
2199 2199	RFC ENGINEERING, INC.	ULYSSES ST ROW S OF 176TH	Engineering	100-41101-3135	1,626.22
2199	RFC ENGINEERING, INC.	COON LAKE CHANNEL DREDG	Engineering	100-41101-3135	526.53
2199	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41101-3135	1,499.61
2199	RFC ENGINEERING, INC.	AVAILABLE RESIDENTIAL LOTS	Engineering	100-41601-3135	14.70
2199	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVE	Engineering	100-41601-3135	1,358.59
2199	RFC ENGINEERING, INC.	PLANNING COMMISSION MEE		100-41601-3135	514.57
2199	RFC ENGINEERING, INC.	L1 B1 COOK'S ADDITION WET	Engineering Engineering	100-42401-3135	14.70
2199	RFC ENGINEERING, INC.	3576 INTERLACHEN DRIVE WE	Engineering	100-42401-3135	88.21
2199	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	1,294.54
2199	RFC ENGINEERING, INC.	5-YEAR PLAN	Engineering	100-42401-3135	376.05
2199	RFC ENGINEERING, INC.	5-YEAR PLAN LABELS	Engineering	100-43101-3135	25.00
2199	RFC ENGINEERING, INC.	PW TRAFFIC SIGN POLICY	Engineering	100-43101-3135	102.91
2199	RFC ENGINEERING, INC.	SNOW PLOW MAPS	Engineering	100-43101-3135	145.47
	o enomeening, me.	S.TOTT I LOTT WAT 5		LOO TOLOR SIDO	143,47

Payment Dates: 12/3/2024 - 12/16/2024

Council Approval List				Payment Date	s: 12/3/2024 - 12/16/2024
Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2199	RFC ENGINEERING, INC.	L1B3 DEER HAVEN HILLS 8TH	Engineering	100-43103-3135	201.92
2199	RFC ENGINEERING, INC.	HASTINGS HILL POND OUTLET	Engineering	100-43103-3135	935.02
2199	RFC ENGINEERING, INC.	HAM LAKE AS LGU-WCA	Engineering	100-43201-3135	235.23
2199	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	102.91
2199	RFC ENGINEERING, INC.	FIRE #3	Capital assets	420-42201-5110	26.92
2199	RFC ENGINEERING, INC.	CULVERT DAMAGE - 155TH A	Engineering	431-43301-3135	26.92
2199	RFC ENGINEERING, INC.	LEXINGTON, BUNKER TO CON	Engineering	431-43301-3135	367.55
2199	RFC ENGINEERING, INC.	CSAH17 N OF CSAH 18	Engineering	431-43301-3135	294.04
2199	RFC ENGINEERING, INC.	BUNKER LAKE BLVD INTERCH	Engineering	431-43301-3135	586.84
2199	RFC ENGINEERING, INC.	2024 TH 65 MILL & OVERLAY	Engineering	431-43301-3135	13.46
2199	RFC ENGINEERING, INC.	BALTIMORE ST N OF 153RD SE	Engineering	431-43301-3135	132.32
2199	RFC ENGINEERING, INC.	COUNTY DITCH #58	Engineering	431-43301-3135	1,796.82
2199	RFC ENGINEERING, INC.	2025 REHAB	Engineering	431-43301-3135	4,475.56
2199	RFC ENGINEERING, INC.	162ND LANE/BUCHANAN ST	Engineering	431-43301-3135	1,877.85
2199	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Capital assets	440-44103-5110	491.03
2199	RFC ENGINEERING, INC.	ELEVATE HOPE	Engineering	890-90001-3135	832.86
2199	RFC ENGINEERING, INC.	ELWELL FARMS	Engineering	890-90001-3135	3,221.57
2199	RFC ENGINEERING, INC.	15155 UNIVERSITY LOT LINE A	Engineering	890-90001-3135	179.22
2199	RFC ENGINEERING, INC.	ENCHANTED ESTATES 4TH LAB	Engineering	890-90001-3135	25.00
2199	RFC ENGINEERING, INC.	WHITE & SABLE	Engineering	890-90001-3135	247.45
2199	RFC ENGINEERING, INC.	ENTSMINGER ESTATES	Engineering	890-90001-3135	369.66
2199	RFC ENGINEERING, INC.	EVERGREEN ESTATES	Engineering	890-90001-3135	14.70
2199	RFC ENGINEERING, INC.	SWEDISH CHAPEL ESTATES	Engineering	890-90001-3135	448.50
2199	RFC ENGINEERING, INC.	ENCHANTED ESTATES 4TH	Engineering	890-90001-3135	802.83
2199	RFC ENGINEERING, INC.	ELWELL COMMERCIAL PARK	Engineering	890-90001-3135	1,230.67
2199	RFC ENGINEERING, INC.	WHITETAIL CROSSING 2ND	Engineering	890-90001-3135	770.75
2199	RFC ENGINEERING, INC.	STALBERGER SKETCH	Engineering	890-90001-3135	58.80
2199	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering	100-43501-3135	545.75
2199	RFC ENGINEERING, INC.	COUNTY DITCH #58 ROW2024	-	431-43301-3135	14.10
2199	RFC ENGINEERING, INC.	MEADOW PARK ROW2024-59	Engineering	431-43301-3135	29.40
2199	RFC ENGINEERING, INC.	COUNTY DITCH #58 ROW2024	Engineering	431-43301-3135	14.10
2199	RFC ENGINEERING, INC.	COUNTY DITCH #58 ROW2024	Engineering Engineering	431-43301-3135	14.10
	·	MSA GROUP BILLING	Engineering	431-43301-3135	1,407.29
2199 2201	RFC ENGINEERING, INC.	ADOPT BUDGET	Legal notices/publications/bid	100-41101-3950	30.02
	STAR TRIBUNE MEDIA COMPA STAR TRIBUNE MEDIA COMPA	WETLAND BANKS	Legal notices/publications/bid	100-41101-3950	189.60
2201		L1B6 ENCHANTED ESTATES VA	Legal notices/publications/bid	890-90001-3950	170.64
2201	STAR TRIBUNE MEDIA COMPA	ELEVATE HOPE	Legal notices/publications/bid	890-90001-3950	361.82
2201 2202	STAR TRIBUNE MEDIA COMPA UNLIMITED SUPPLIES INC	ELEC TAPE, CONNECTORS, CRI	Operating supplies	100-43101-2290	491.62
2202	VESTIS	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	94.26
					14.99
2203	VESTIS	FIRST AID CABINET	Safety supplies	100-43101-2240	59.61
2203	VESTIS	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	94.26
2203	VESTIS	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	
2203	VESTIS	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
2203	VESTIS	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	47.93
2203	VESTIS	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	94.26
2203	VESTIS	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
2203	VESTIS	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	47.93
2204	WRUCK SEWER & PORTABLE	NOV LION'S PLAYGROUND RE	Rentals-other	100-44101-3390	45.50
2204	WRUCK SEWER & PORTABLE	NOV HAM LAKE BOAT LANDIN	Rentals-other	100-44101-3390	45.50
66736	ACCESS	NOV SHREDDING	Waste management & recycli	231-43601-3630	146.42
66737	ACE SOLID WASTE INC	DEC ORGANICS	Waste management & recycli	231-43601-3630	363.14
66738	AMERICAN LEGAL PUBLISHIN	CODIFICATION OF ORDINANC	Covid 19	100-41701-4153	1,120.00
66739	ANCOM COMMUNICATIONS I		Phones/radios/pagers	100-42201-3210	30.66
66739	ANCOM COMMUNICATIONS I	· · · · · ·	Phones/radios/pagers	100-42201-3210	3,588.00
66740	BLUE CROSS BLUE SHIELD OF	JAN VISION	Prepaid expense	100-15501	42.38
66741	BOYER FORD TRUCK INC	#81 MIRROR	Vehicle parts & supplies	100-43101-2340	113.98
66741	BOYER FORD TRUCK INC	#81 CLAMP	Vehicle parts & supplies	100-43101-2340	-72.38
66742	BRANDON SACK	HOME DEPOT - FIRE #3 AIR C	Equipment parts & supplies	100-42201-2320	21.88
66743	CITY OF COLUMBUS	NOV SIGNAL LEXINGTON & BR	Electricity	100-43401-3610	21.51
66744	CITY OF COON RAPIDS	2024 SEALCOATING - LEGAL C	Blacktop maintenance	100-43101-3410	788.88

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Payment Dates: 12/3/2024 - 12/16/2024

		m start of the A	A Name	AA Normalis w	
Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
66745	CITY OF ST PAUL	6 TN ASPHALT MIX	Street repair & maintenance s	100-43101-2330	463.29
66746	COMCAST BUSINESS-INTERNE	DEC FIRE #3 INTERNET	Internet	100-42201-3220	397.95
66747	COMPENSATION CONSULTAN	4TH QTR FLEX ADMINISTRATI	Other professional services	100-41701-3190	75.00
66748	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	725.01
66748	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	33.39
66748	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	15.79
66748	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	181.94
66748	CONNEXUS ENERGY	FIRE #3	Electricity	100-42202-3610	309.19
66748	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	232.71
66748	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	524.06
66748	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	68.25
66748	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	697.01
66748	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	63.12
66748	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	23.53
66748	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	65.89
66748	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	73.55
66748	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	72.27
66748	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	50.64
66748	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	75.79
66748	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	80.83
66748	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	271.72
66748	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	115.34
66748	CONNEXUS ENERGY	HAM LAKE WELL	Electricity	100-44101-3610	75.98
66748	CONNEXUS ENERGY	HAM LAKE AERATOR	Electricity	100-44101-3610	14.50
66748	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	36.46
66748	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	111.65
66748	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	14.50
66748	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	18.73
66748	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	65.03
66748	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	27.76
66748	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	14.50
66748	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	106.14
66748	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	390.39
66748	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,596.63
66751	DEHN OIL CO	217 GAL DIESEL	Fuel	100-43101-2230	512.34
66752	EMERGENCY APPARATUS MTC		Fire apparatus repair & maint	100-42201-3450	1,902.67
66752	EMERGENCY APPARATUS MTC		Fire apparatus repair & maint	100-42201-3450	601.60
66753	EVERLIGHT SOLAR	CANCELED PERMIT #2024-011	J	100-22801	1.00
66753	EVERLIGHT SOLAR	CANCELED PERMIT #2024-011	Building permits	100-32201	60.00
66754	FIRE SAFETY USA INC	FIREARMOR GLOVES	Clothing & personal protectiv	100-42201-2210	558.00
66755	FLEETPRIDE	#75 THUMB SCREW	Vehicle parts & supplies	100-43101-2340	4.66
66756	GAME TIME	LION'S PARK PLAYGROUND RE	Other repair & maintenance s	440-44103-2390	5,001.57
66757	HAM LAKE CHAMBER OF CO	EVENTS - ADVERTISING REIM	Reimbursable expense	100-48101-4150	2,483.46
66758	HAM LAKE HARDWARE INC	CABLE TIES	Operating supplies	100-42201-2290	31.66
66759	IDEAL ADVERTISING	TEE SHIRTS	Clothing & personal protectiv	100-43101-2210	635.00
66760	INTERSTATE ALL BATTERY CEN	BATTERIES	Building repair & maintenanc	100-41702-2310	94.30
66760	INTERSTATE ALL BATTERY CEN	BATTERY	Building repair & maintenanc	100-41702-2310	21.40
66760	INTERSTATE ALL BATTERY CEN	BATTERIES	Building repair & maintenanc	100-43104-2310	42.80
66761	INT'L INSTITUTE OF MUNICIPA		Prepaid expense	100-15501	195.00
66762	JARED A. NORDLUND	2024 WEBSITE MAINTENANC	Internet & website	100-41301-3220	1,800.00
66763	LINCOLN NATIONAL LIFE INSU LINCOLN NATIONAL LIFE INSU	JAN ST DISABILITY	Prepaid expense	100-15501 100-15501	900.03
66763		JAN LT DISABILITY	Prepaid expense STD/LTD		820.03 29.46
66763	LINCOLN NATIONAL LIFE INSU	DEC LT DISABILITY - JW	·	100-21713	29.46 924.79
66764 66764	MACQUEEN EQUIPMENT/MA	G1 RESCUEAIRE SYSTEM UPG SCBA REPAIR	Equipment repair & maintena	100-42201-3440	
66764 66765	MACQUEEN EQUIPMENT/MA	CONCRETE MIX	Equipment repair & maintena	100-42201-3440	181.95 19.95
66765 66766	MENARDS-BLAINE		Operating supplies Software licenses & upgrades	100-43101-2290	19.95 40.43
66766 66766	METRO - INET METRO - INET	LASERFICHE & ADOBE LICENS LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41201-2510 100-41301-2510	32.13
66766	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	55.95
66766	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	23.83
50700	WEINO - MILE	ENDERNISHE & ADODE LICENS	sourmare incuses of ahkiangs	100-11001-2310	23.03

Payment Dates: 12/3/2024 - 12/16/2024

				,	
Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
66766	METRO - INET	PHONES	Phones/radios/pagers	100-41701-3210	72.78
66766	METRO - INET	IT SUPPORT	Computer & software support	100-41707-3120	2,870.99
66766	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42201-2510	55.95
66766	METRO - INET	IT SUPPORT	Computer & software support	100-42201-3120	1,310.29
66766	METRO - INET	PHONES	Phones/radios/pagers	100-42201-3210	30.32
66766	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42401-2510	96.38
66766	METRO - INET	IT SUPPORT	Computer & software support	100-42401-3120	794.91
66766	METRO - INET	PHONES	Phones/radios/pagers	100-42401-3210	36.39
66766	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-43101-2510	22.33
66766	METRO - INET	IT SUPPORT	Computer & software support	100-43101-3120	801.81
66766	METRO - INET	PHONES	Phones/radios/pagers	100-43101-3210	18.19
66766	METRO - INET	PHONES	Phones/radios/pagers	100-44101-3210	6.06
66766	METRO - INET	PHONES	Phones/radios/pagers	100-44201-3210	24.26
66768	MN METRO NORTH TOURISM	AUG '24 LODGING TAX	Convention bureau	263-46101-4120	2,394.14
66769	MN PEIP	JAN '25 HEALTH INSURANCE	Prepaid expense	100-15501	10,728.82
66770	NCPERS GROUP LIFE INSURAN	JAN LIFE	Prepaid expense	100-15501	96.00
66771	NEWMAN TRAFFIC SIGNS INC	SIGN BRACKETS	Street signs	100-43401-2250	81.36
66772	NUSS EQUIPMENT GROUP LL	#80 NUTS, WASHERS, SCREW	Vehicle parts & supplies	100-43101-2340	106.70
66773	PRECISE MRM LLC	#75 & #80 FINASSY, CABLE EXT	Vehicle parts & supplies	100-43101-2340	27.75
66774	PREMIUM WATERS INC	DEC WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
66774	PREMIUM WATERS INC	NOV WATER	Equipment rentals	100-41701-3320	28.20
66775	RECYCLE TECHNOLOGIES INC	12/07 RECYCLE EVENT	Waste management & recycli	231-43601-3630	5,442.15
66776	S & S INDUSTRIAL SUPPLY INC		Operating supplies	100-43101-2290	2.58
66777	SCHMIDT CURB CO INC	CROSSTOWN ROLLING ACRES	Capital assets	440-44103-5110	5,000.00
66777	SCHMIDT CURB CO INC	WHITETAIL CROSSING 2ND PE	Other trust expense	890-90001-9120	10,000.00
66778	SIEGFRIED FAMILY TOOLS INC	STINGER 2020	Covid 19	100-41701-4153	272.00
66778	SIEGFRIED FAMILY TOOLS INC	RATCHET	Covid 19	100-41701-4153	75.00
66779	SUMMIT COMPANIES	SEMI ANNUAL SUPPRESSION	Inspections	100-44201-3460	293.20
66780	TASC	COBRA ADMINISTRATION	Prepaid expense	100-15501	28.30
66781	THE MPX GROUP	DEC HAM LAKER DELIVERY	Other services and charges	211-41704-3990	400.00
66782	VERIZON WIRELESS	MR	Phones/radios/pagers	100-42201-3210	41.39
66782	VERIZON WIRELESS	5 FIRE SURFACE PROS	Phones/radios/pagers	100-42201-3210	113.10
66782	VERIZON WIRELESS	TD, MJ & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	162.80
66782	VERIZON WIRELESS	JK, JW, JC, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	306.06
66782	VERIZON WIRELESS	DH, AC, MS	Phones/radios/pagers	100-44101-3210	130.83
66783	VICKERS CONSULTING SERVIC	RESUBMIT FIRE FIGHTER GRA	Grant expenditures	100-42201-3930	100.00
66784	WRIGHT-HENNEPIN COOPERA	DEC SECURITY MONITORING	Monitoring	100-41702-3145	33.95
66784	WRIGHT-HENNEPIN COOPERA	DEC ELEVATOR MONITORING	Monitoring	100-41702-3145	10.00
66784	WRIGHT-HENNEPIN COOPERA	DEC PW FIRE PANEL MONITO	Monitoring	100-43104-3145	52.95
66785	XCEL ENERGY	NOV FIRE #3 NATURAL GAS	Natural gas	100-42202-3620	256.67
DFT0002814	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	150.00
DFT0002815	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	2,485.00
DFT0002815	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002816	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,264.68
DFT0002816	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,899.80
DFT0002816	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	7,584.76
DFT0002817	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,683.42
DFT0002818	PERA	Retirement-Coordinated	PERA	100-21703	7,155.66
DFT0002818	PERA	Retirement-Police & Fire	PERA	100-21703	1,280.53
DFT0002819	MN STATE DEPT OF REVENUE-	NOV '24 FUEL TAX	Fuel	100-43101-2230	47.88
				Grand Total:	160,673.51

Grand Total: 160,673.51

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL		87,579.55
211 - HAM LAKER		400.00
230 - FUTURE DRAINAGE		102.91
231 - RECYCLING		6,104.48
232 - STREET LIGHT		4,596.63
262 - HAM LAKE EDA		1,810.02
263 - LODGING TAX		2,394.14
420 - FIRE EQUIPMENT		26.92
431 - REVOLVING STREET		26,461.68
440 - PARK & BEACH LAND		10,492.60
890 - TRUST FUND		20,704.58
	Grand Total:	160,673.51

Account Summary

	Account Summary	
Account Number	Account Name	Payment Amount
100-15501	Prepaid expense	12,810.56
100-21701	Federal WH/FICA/MC	15,749.24
100-21702	State W/H	2,683.42
100-21703	PERA	8,436.19
100-21704	Deferred compensation	2,535.00
100-21712	HSA Account	150.00
100-21713	STD/LTD	29.46
100-22801	Surcharge	1.00
100-32201	Building permits	60.00
100-41101-3110	Attorney	1,480.03
100-41101-3135	Engineering	2,474.22
100-41101-3950	Legal notices/publicatio	30.02
100-41102-3110	Attorney	339.48
100-41102-3135	Engineering	1,499.61
100-41102-3950	Legal notices/publicatio	189.60
100-41201-2510	Software licenses & upgr	40.43
100-41201-3960	Mileage	86.03
100-41301-2510	Software licenses & upgr	32.13
100-41301-3220	Internet & website	1,800.00
100-41401-2510	Software licenses & upgr	55.95
100-41601-2510	Software licenses & upgr	23.83
100-41601-3110	Attorney .	933.56
100-41601-3135	Engineering	1,887.86
100-41701-3190	Other professional servi	75.00
100-41701-3210	Phones/radios/pagers	72.78
100-41701-3320	Equipment rentals .	203.15
100-41701-4153	Covid 19	1,467.00
100-41702-2310	Building repair & mainte	115.70
100-41702-3145	Monitoring	43.95
100-41702-3610	Electricity	758.40
100-41703-3610	Electricity	197.73
100-41707-3120	Computer & software su	2,870.99
100-42201-2210	Clothing & personal prot	558.00
100-42201-2290	Operating supplies	57.64
100-42201-2320	Equipment parts & suppl	21.88
100-42201-2340	Vehicle parts & supplies	33.98
100-42201-2510	Software licenses & upgr	55.95
100-42201-3120	Computer & software su	1,310.29
100-42201-3210	Phones/radios/pagers	3,803.47
100-42201-3220	Internet	397.95
100-42201-3440	Equipment repair & mai	1,106.74
100-42201-3450	Fire apparatus repair &	2,504.27
	• • • • • •	

Account Summary

Acc	count Summary	
Account Number	Account Name	Payment Amount
100-42201-3930	Grant expenditures	100.00
100-42202-3610	Electricity	1,065.96
100-42202-3620	Natural gas	256.67
100-42302-3610	Electricity	68.25
100-42401-2510	Software licenses & upgr	96.38
100-42401-3110	Attorney	135.79
100-42401-3120	Computer & software su	794.91
100-42401-3135	Engineering	1,397.45
100-42401-3210	Phones/radios/pagers	199.19
100-43101-2210	Clothing & personal prot	917.78
100-43101-2230	Fuel	560.22
100-43101-2240	Safety supplies	44.97
100-43101-2290	Operating supplies	1,187.64
100-43101-2330	Street repair & mainten	463.29
100-43101-2340	Vehicle parts & supplies	213.63
100-43101-2510	Software licenses & upgr	22.33
100-43101-3120	Computer & software su	801.81
100-43101-3135	Engineering	503.96
100-43101-3210	Phones/radios/pagers	324.25
100-43101-3210	Blacktop maintenance	788.88
100-43101-3410	Engineering	145.47
100-43103-3135	•	1,136.94
100-43103-3135	Engineering	•
	Building repair & mainte	42.80
100-43104-3145	Monitoring	52.95
100-43104-3610	Electricity	697.01
100-43201-3135	Engineering	235.23
100-43401-2250	Street signs	673.44
100-43401-3610	Electricity	914.19
100-43501-3135	Engineering	545.75
100-44101-2210	Clothing & personal prot	305.47
100-44101-3210	Phones/radios/pagers	136.89
100-44101-3390	Rentals-other	91.00
100-44101-3610	Electricity	253.09
100-44102-3610	Electricity	232.16
100-44201-3210	Phones/radios/pagers	24.26
100-44201-3460	Inspections	293.20
100-44202-3610	Electricity	390.39
100-48101-4150	Reimbursable expense	2,483.46
211-41704-3990	Other services and charg	400.00
230-43201-3135	Engineering	102.91
231-43601-3110	Attorney	152.77
231-43601-3630	Waste management & r	5,951.71
232-43701-3610	Electricity	4,596.63
262-46101-5110	Capital assets	1,810.02
263-46101-4120	Convention bureau	2,394.14
420-42201-5110	Capital assets	26.92
431-43301-3110	Attorney	101.84
431-43301-3135	Engineering	26,359.84
440-44103-2390	Other repair & maintena	5,001.57
440-44103-5110	Capital assets	5,491.03
890-90001-3110	Attorney	1,970.11
890-90001-3135	Engineering	8,202.01
890-90001-3950	Legal notices/publicatio	532.46
890-90001-9120	Other trust expense	10,000.00
555 56662 5226	Grand Total:	160,673.51
	Granu Total.	100,073.31

Project Account Summary

Project Account Key		Payment Amount
None		126,297.33
202103-100		8,743.73
202111-100		1,810.02
202205-100		6,595.16
202302.032-100		1,877.85
202302.038-101		1,839.12
202402.078-100		26.92
231007001		5,442.15
231009001		363.14
231010001		146.42
231011053		152.77
MISC-100		7,378.90
	Grand Total:	160,673.51



City of Ham Lake, MN

Check Register

Packet: APPKT02128 - DEC '24 HAMLAKER POSTAGE

By Check Number

1,414.30 DFT0002813

Vendor Number USPOSTMASTER

Payable #

Bank Code: APBNK-A/P BANK

US POSTMASTER

Payable Type

Account Number Invoice

2024-12

211-41704-2120

Vendor Name

Payment Date

Payment Type

Discount Amount Payment Amount Number

11/26/2024 **Payable Date**

Bank Draft Payable Description

0.00

Discount Amount Payable Amount

Account Name 11/26/2024

Project Account Key DEC HAM LAKER POSTAGE Item Description

Dist Amount

0.00

1,414.30

Postage

DEC HAM LAKER POSTAGE

1,414.30

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	1,414.30
EFT's	0	0	0.00	0.00
	1	1	0.00	1,414.30

Fund Summary

 Fund
 Name
 Period
 Amount

 999
 POOLED CASH
 11/2024
 1,414.30

 1,414.30
 1,414.30

City of Ham Lake, MN

EFT Payroll Check Register

Report Summary
Pay Period: 11/24/2024-12/7/2024

Packet: PYPKT01695 - PPE 12/07/24 PAID 12/13/24

Payroll Set: City of Ham Lake - 01

Туре	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	73	44,523.95
Total	73	44,523.95

Meeting Date: December 16, 2024

<u>CITY OF HAM LAKE</u>

STAFF REPORT

To:

Mayor and Councilmembers

From:

Mike Raczkowski, Fire Chief

Item/Title/Subject:

Addendum #3 to Well Usage and Maintenance Agreement

(Hoffman)

Introduction/: Discussion:

The City of Ham Lake and Warren Hoffman are parties to an agreement allowing the fire department to use a high-volume well owned by Mr. Hoffman. The well is located at 15740 Lexington Avenue NE, and the original agreement was entered into in September 1988. The availability of this well gave the fire department a source of water in the eastern area of the city with access on a major through road. An addendum to the original agreement was added in April 1989. A second addendum was added in October 2012 to use an additional well at Naples Street NE and 151st Avenue NE. Now with the completion of Fire Station 3 and the access to the high volume well on the property, the need to use Mr. Hoffman's well at 157th Avenue NE and Lexington Avenue NE is no longer needed.

Attached is a 3rd Addendum to the original agreement to discontinue the use of the Lexington Well effective December 31, 2024, and to continue the use of the Naples well.

The annual fee for the use of the single well will be \$800. Mr. Hoffman agreed to the early termination of the use of the Lexington Well and he has also stated that if there is ever an emergency need, we are welcome to use the Lexington well.

This has been an excellent example of a public/private partnership and has benefited the City of Ham Lake for 35 years. This new arrangement not only enhances our fire suppression efforts but also results in significant cost savings for the city.

Recommendation:

I recommend approval of ADDENDUM #3 TO WELL USAGE AND MAINTENANCE AGREEMENT.

ADDENDUM # 3 TO WELL USAGE AND MAINTENANCE AGREEMENT

This Addendum # 3 is hereby made by Warren Hoffman ("Owner") and the City of Ham Lake ("City") to that certain Well Usage and Maintenance Agreement dated September 28, 1988, as amended by Addendum dated April 17, 1989, and Addendum # 2 dated October 15, 2012, both of which documents are hereafter referred to collectively as the "Original Agreement". The Well described in the Original Agreement shall be referred to as the "Lexington Well". The Original Agreement is hereby amended as follows:

1. Naples Well

The Original Agreement shall also apply to a second well owned by Owner, located in the northwest corner of the intersection of Naples Street and 151st Avenue NE (the "Naples Well") in the city of Ham Lake, Minnesota. City shall have the same rights to access and usage to the Naples Well, and shall have the same maintenance obligations for the Naples Well as are described in the Original Agreement for the Lexington Well.

2, Access Driveway

An access driveway shall be constructed and maintained by the City for the Naples Well as depicted on hereto attached Exhibit A. City shall have the right to remove vegetation needed to provide safe access to the Naples Well, and to maintain such access during the term of this agreement.

3. Other Improvements

City shall also install necessary piping and fittings to enable both parties to connect and fill from the Naples Well as their needs require. City will also install and maintain an overhead light at the Naples Well to enable usage of the well during dark hours.

4. Permitted Uses

Naples well may also be used for routine fire department training purposes.

5. Annual Charge

The Annual Charge for the well shall be at \$800.

6. Terminate

Terminate the usage of the "Lexington Well" by both parties as of December 31, 2024.

6. Term

This agreement shall expire on December 31, 2029. After said date, this agreement shall be automatically renewable for successive terms of one year each unless either party gives notice of termination. If a party gives a notice of termination, the termination date shall be at the end of the calendar year from the date of the notice.

Executed this _	day of	, 2024.
City of Ham L	ake	
Brian Kirkhan	ı, Mayor	
Denise Webste	r, Administrator	
Warren Hoffn		

Meeting Date: October 1, 2012

CITY OF HAM LAKE STAFF REPORT

To:

Councilmembers

From:

Don Krueger

Item/Title/Subject:

Addendum #2 to Well Usage and Maintenance

Agreement (Hoffman)

Introduction/: Discussion:

The City of Ham Lake and Warren Hoffman are parties to an agreement allowing the fire department the use of a high volume well owned by Mr. Hoffman. The well is located at 15740 Lexington Avenue NE, and the original agreement was entered into in September of 1988. The availability of this well gave the fire department a source of water in the eastern area of the city with access on a major through road. An addendum to the original agreement was added in April of 1989.

In addition to the well mentioned above, the fire department has high volume wells at both fire stations. All three of the wells (Hoffman, Sta. 1, Sta. 2) are capable of roughly 400 gallons per minute (gpm), or more. When it was discovered a couple of years ago that the well at Ham Lake City Park was not capable of providing this volume without damaging the well, the fire department discontinued using this well in emergency situations. The available volume at City Park is approximately 200 gpm, which creates an unacceptably long fill time for fire department tankers.

Another of Mr. Hoffman's irrigation wells is located at the NW corner of Naples Street NE and 151st Avenue NE. He is agreeable to allowing the fire department to use this well under a similar arrangement as the well on Lexington Avenue. Public works will be able to clear brush from the area and use gravel to create a tanker loading area in the right of way of along 151st Avenue NE. (See Exhibit A.) Other plumbing and electrical work will be by private contractors. We estimate the total cost at between \$2000 and \$5000. (A new well of this type could cost \$100,000 or more.) Addendum #2 also includes a modest increase in the Annual Charge to \$800 per well, up from \$720 which was set in 1988. Mr. Hoffman requested this change citing increased rates for electricity.

This is an excellent example of a public/private partnership and has benefited the City of Ham Lake for 24 years. The additional water source provided for here will enhance our fire suppression efforts in that area and at a tremendous savings to the City.

Recommendation:

I recommend approval of ADDENDUM #2 TO WELL USAGE AND MAINTENANCE AGREEMENT.

ADDENDUM # 2 TO WELL USAGE AND MAINTENANCE AGREEMENT

This Addendum # 2 is hereby made by Warren Hoffman ("Owner") and the City of Ham Lake ("City") to that certain Well Usage and Maintenance Agreement dated September 28, 1988, as amended by Addendum dated April 17, 1989, both of which documents are hereafter referred to collectively as the "Original Agreement". The Well described in the Original Agreement shall be referred to as the "Lexington Well". The Original Agreement is hereby amended as follows:

1. Naples Well

The Original Agreement shall also apply to a second well owned by Owner, located in the northwest corner of the intersection of Naples Street and 151st Avenue NE (the "Naples Well") in the city of Ham Lake, Minnesota. City shall have the same rights to access and usage to the Naples Well, and shall have the same maintenance obligations for the Naples Well as are described in the Original Agreement for the Lexington Well.

2, Access Driveway

An access driveway shall be constructed and maintained by the City for the Naples Well as depicted on hereto attached Exhibit A. City shall have the right to remove vegetation needed to provide safe access to the Naples Well, and to maintain such access during the term of this agreement.

3. Other Improvements

City shall also install necessary piping and fittings to enable both parties to connect and fill from the Naples Well as their needs require. City will also install and maintain an overhead light at the Naples Well to enable usage of the well during dark hours.

4. Permitted Uses

Both wells may also be used for routine fire department training purposes.

5. Annual Charge

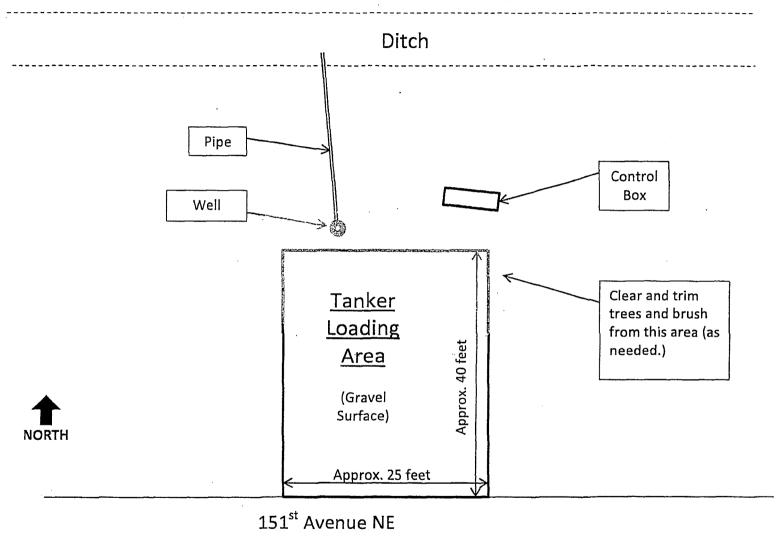
The Annual Charge for each well shall be re-established at \$800 per well.

6.	Term

This agreement shall expire on December 31, 2017. After said date, this agreement shall be automatically renewable for successive terms of one year each unless either party gives notice of termination. If a party gives a notice of termination, the termination date shall be one year from the date of the notice.

Executed this day of	, 2012.
City of Ham Lake	
Michael G. Van Kirk, Mayor	
Doris Nivala, Administrator	
Warren Hoffman	- The distance of the second

Exhibit A
Well Usage and Maintenance Agreement



Drawing not to scale

WELL USAGE AND MAINTENANCE AGREEMENT

AGREEMENT, made this 28th day of September, 1988, between Warren Hoffman (OWNER) and the City of Ham Lake (CITY);

RECITALS:

Owner presently maintains an irrigation well on his property, located at 15740 Lexington Avenue NE in the City of Ham Lake. City desires to have the right of access to said well for the purpose of filling fire tankers for use in firefighting activities. This Agreement is intended to reduce the parties' respective rights and duties to written form.

IT IS AGREED:

- 1. Right of Access, Usage. Owner hereby grants to City the right to enter upon his property located at 15740 Lexington Ave.

 NE, Ham Lake, Minnesota, for the purpose of utilizing and drawing water from an irrigation well, as located on the hereto attached Exhibit "A", which is made a part of this Agreement. The right to draw water shall be limited to purposes which are related to firefighting or other specific emergency situations in which firefighting tanker apparatus must be used.
- 2. Maintenance of Access Driveway. City shall construct an unpaved access driveway in the location noted on Exhibit "A" and shall maintain said driveway during the pendency of this Agreement, and shall install a gate and lock. Driveway maintenance shall include grading from time to time, as needed, and shall include snowplowing.

- 3. Modifications to Well, Maintenance. City shall install such electrical, plumbing and mechanical devices as are necessary to utilize the well for City's intended purposes, and shall maintain such modified equipment. Owner shall be responsible for routine maintenance or repair to the well, including the shaft, piping, pump and electrical system. City shall be responsible to make any repairs caused by the negligent acts of the City or its agents.
- 4. Annual Charge. City shall pay Owner in December of each year the amount of \$720.00. Owner shall be responsible for payment of all electrical charges.
- 5. Term of Agreement. This Agreement shall terminate on December 31, 1988, PROVIDED that unless Owner or City notifies the other, in writing, on or before December 31, 1988, of their intent not to renew this Agreement, then this Agreement shall be automatically renewed for successive periods of one year each. Notwithstanding the foregoing, either party may terminate this Agreement upon giving twelve months' written notice. All notices shall be by regular U.S. mail or personal delivery, to:

OWNER: c/o Warren Hoffman

15740 Lexington Avenue NE

Ham Lake, MN 55304

CITY:

c/o Fire Chief, Ham Lake Fire Department

Ham Lake City Hall 15544 Central Ave. NE Ham Lake, MN 55304 IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

OWNER:

Warren Hoffman

CITY:

By <u>Harden Schult</u> Marilyn Schultz

By Doris A. Nivala

Its Clerk-Treasurer

ADDENDUM TO WELL USAGE AND MAINTENANCE AGREEMENT

ADDENDUM, made this 17 day of April, 1989, between Warren Hoffman (OWNER) and the City of Ham Lake (CITY);
RECITALS:

OWNER and CITY entered into a Well Usage and Maintenance Agreement dated September 28, 1988. Said Agreement provided that the usage of the well was to terminate on December 31, 1988, unless renewed on an annual basis. The parties desire to modify their original Agreement to reflect a longer initial term of usage.

IT IS THEREFORE AGREED:

- 1. That paragraph 5 of the Well Usage and Maintenance
 Agreement dated September 28, 1988, is hereby amended to read as
 follows:
 - 5. Term of Agreement. This Agreement shall terminate on December 31, 1993, PROVIDED that unless Owner or Cit notifies the other, in writing, on or before December 31, 1993, of their intent not to renew this Agreement, then this Agreement shall be automatically renewed for successive periods of one year each. Notwithstanding the foregoing, after December 31, 1993, either party may terminate this Agreement upon giving twelve months' written notice. All notices shall be by regular U.S. mail or personal delivery, to:

OWNER:

c/o Warren Hoffman 15740 Lexington Avenue NE Ham Lake, MN 55304 CITY:

c/o Fire Chief, Ham Lake Fire Dept. Ham Lake City Hall 15544 Central Ave. NE Ham Lake, MN 55304

IN WITNESS WHEREOF, the parties have executed this Addendum the day and year first above written.

OWNER:

13-55-3-1

CITY:

By Marilyn Schultz

Its Mayor

Doris A. Nivata
Its Clerk/Treasurer



Office (763) 862-8000 Fax (763) 862-8042

Memorandum

Date:

December 12, 2024

To:

Mayor and Councilmembers

From:

Tom Collins, City Engineer

Subject:

2025 Bituminous Overlay Project

Introduction:

The Plans and Specifications for the 2025 bituminous overlay project were ordered at the November 4th City Council meeting.

Discussion:

The following streets are proposed to receive an overlay in 2025:

- Braastad Farms overlay ('02 construction)
- MSA McKay Drive overlay from 606 feet east of Jackson Street to 100 feet west of Taylor Street ('04 overlay)
- Pingers Plaza Metes and Bounds overlay & 7th Street from 168th Avenue to 170th Avenue ('98 overlay)
- Ravenwood Estates ('98 overlay)
- Woodland Bluffs overlay ('03 construction)
- Woodland Bluffs 2nd Addition overlay ('03 construction)

The total length of the streets proposed to receive a bituminous overlay is 3.93 miles. The contractor cost estimate for the proposed 2025 bituminous overlay is \$938,135.90, which includes delivery of 25 cubic yards of millings to Public Works. The alternative contractor cost estimate, which includes delivery of 657 cubic yards of millings to Island Drive, is \$931,395.08. The alternative includes adequate millings for Public Works to pave 4-inches over the 24-foot average width road and the cul-de-sac. The bid results will be discussed at the January 21st Road Committee meeting.

Recommendation:

Approve the Plans and Specifications for the 2025 Bituminous Overlay Project and authorize the advertisement for bids.

ENGINEER'S ESTIMATE 2025 BITUMINOUS OVERLAY PROJECT

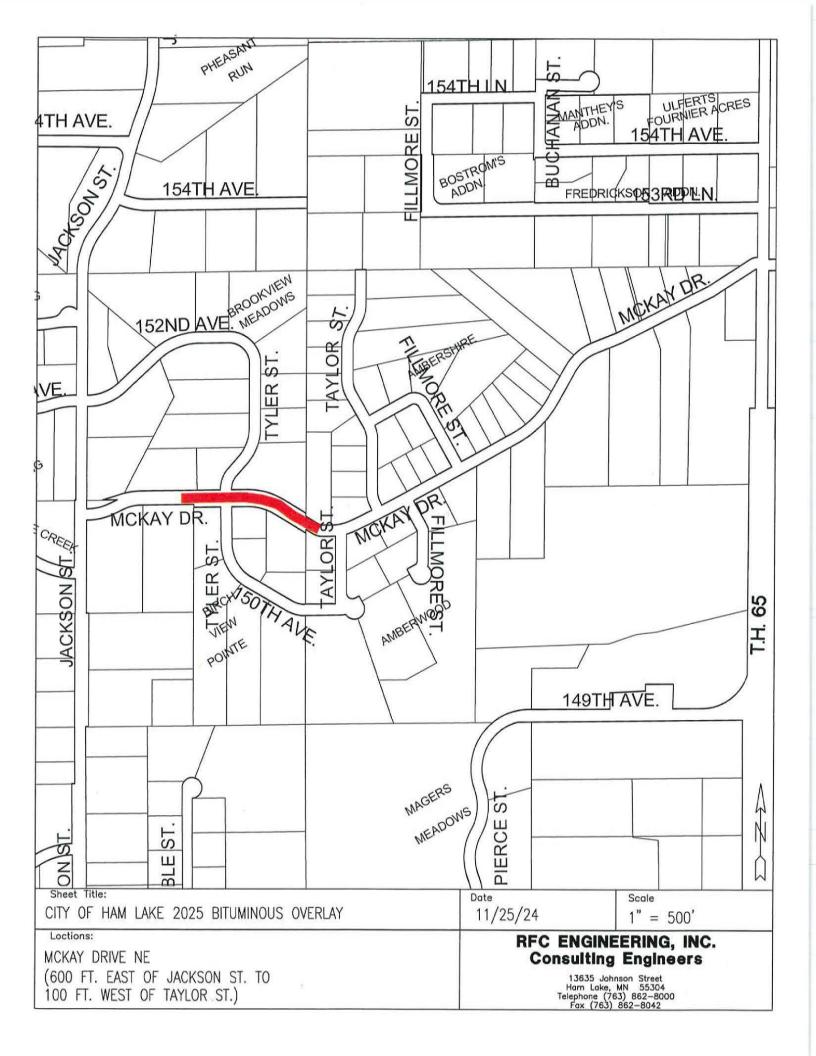
December 12, 2024

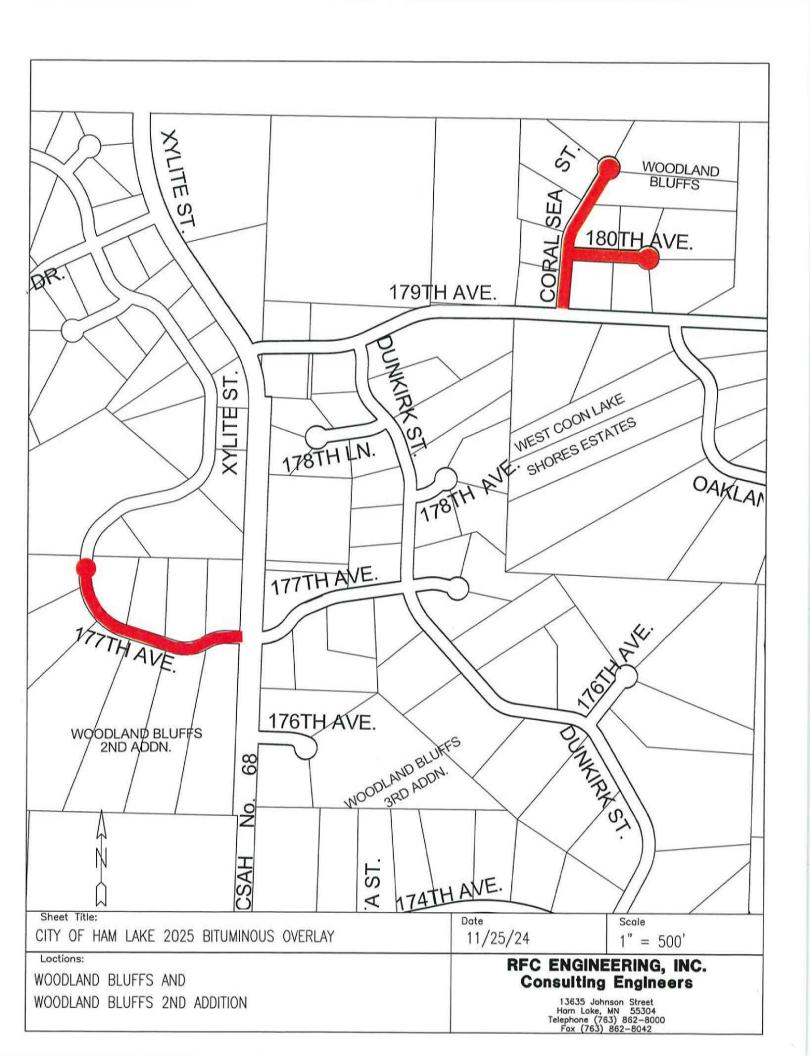
ITEM			EST.	UNIT	
NUMBER	ITEM DESCRIPTION	UNIT	QTY.	PRICE	TOTAL
2021.503	MOBILIZATION	L.S.	1	\$56,000	\$56,000.00
2232.501	6-FOOT WIDE EDGE MILL BITUMINOUS SURFACE	S.Y.	604	\$3.20	\$1,932.80
2331.604	MILL BITUMINOUS SURFACE	S.Y.	60,126	\$1.20	\$72,151.20
2501.609	HAUL BITUMINOUS PAVEMENT RECLAMATION PUBLIC WORKS	C.Y.	25	\$6.74	\$168.50
2501.609	HAUL BITUMINOUS PAVEMENT RECLAMATION	C.Y.	2,401	\$17.00	\$40,817.00
2360.501	TYPE SPWEA240C WEARING COURSE MIXTURE	TON	7,274	\$103.80	\$755,041.20
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	S.Y.	60,126	\$0.20	\$12,025.20
	TOTAL				\$938,135.90

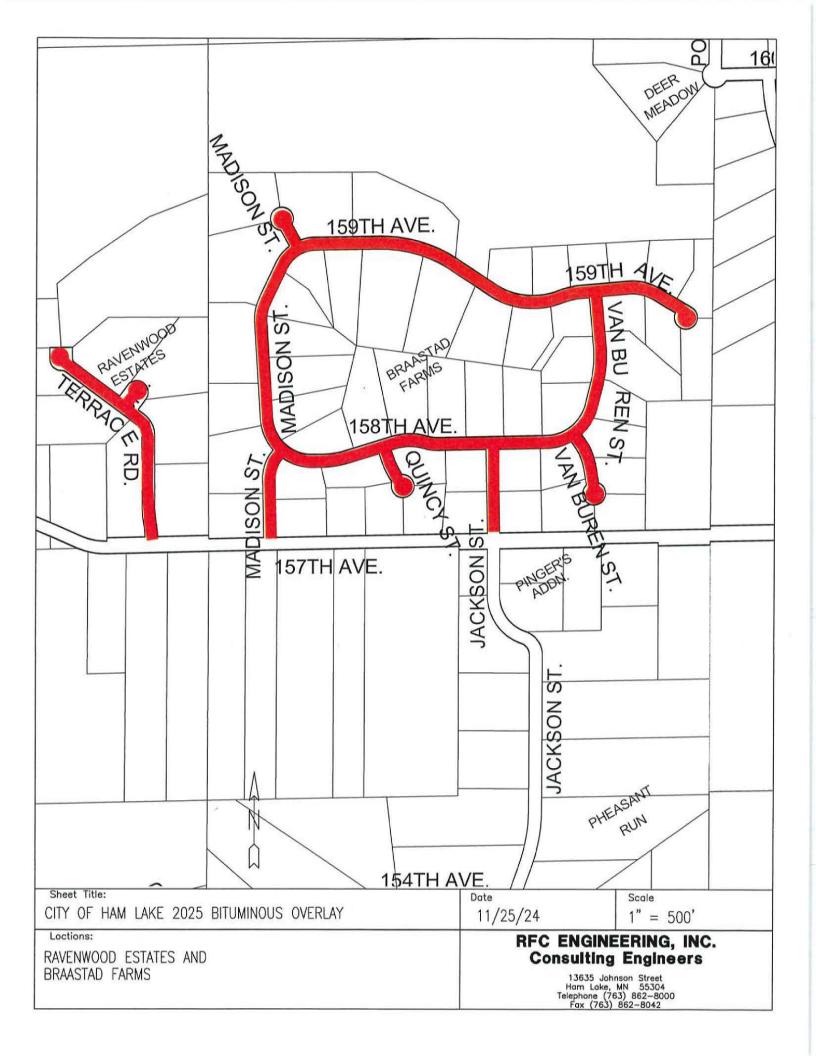
ENGINEER'S ESTIMATE 2025 BITUMINOUS OVERLAY PROJECT ALTERNATIVE

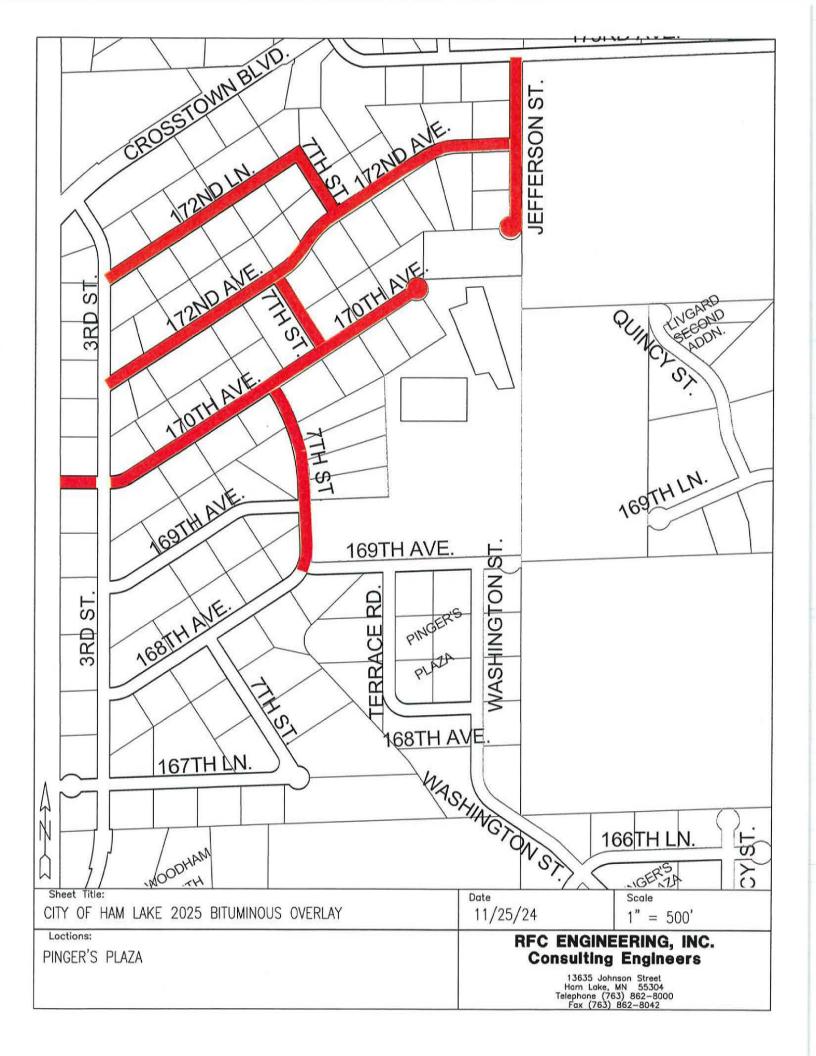
December 12, 2024

IUIALS					
ITEM			EST.	UNIT	
NUMBER	ITEM DESCRIPTION	UNIT	QTY.	PRICE	TOTAL
2021.503	MOBILIZATION	L.S.	1	\$56,000	\$56,000.00
2232.501	6-FOOT WIDE EDGE MILL BITUMINOUS SURFACE	S.Y.	604	\$3.20	\$1,932.80
2331.604	MILL BITUMINOUS SURFACE	S.Y.	60,126	\$1.20	\$72,151.20
2501.609	HAUL BITUMINOUS PAVEMENT RECLAMATION PUBLIC WORKS	C.Y.	25	\$6.74	\$168.50
2501.609	HAUL BITUMINOUS PAVEMENT RECLAMATION	C.Y.	1,744	\$17.00	\$29,648.00
2501.609	HAUL BITUMINOUS PAVEMENT RECLAMATION TO ISLAND DR.	C.Y.	657	\$6.74	\$4,428.18
2360.501	TYPE SPWEA240C WEARING COURSE MIXTURE	TON	7,274	\$103.80	\$755,041.20
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	S.Y.	60,126	\$0.20	\$12,025.20
	TOTAL				\$931,395.08











To:

Mayor and Councilmembers

From:

Dawnette Shimek, Deputy City Clerk

Item/Title/Subject:

Approval of the following Business Licenses for 2025

Discussion:

The following businesses are recommended for approval and have completed the application process to obtain business licenses in the City of Ham Lake:

Tobacco

Bidhipur Beverage, Inc. dba Ham Lake Liquors; Holiday Stationstores LLC dba Holiday Stationstores #2746223; Grape Expectations, Inc. dba Tournament Liquor; Northern Tier Retail, LLC dba Speedway #4537; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; Rama Corporation dba Network Liquor and Wine Corp.; Celine Stop Ham Lake Inc. dba Little Wonder; E-Cig Clubhouse LLC dba E-Cig Clubhouse; Zen Inc. dba Ham Lake BP; Casey's Retail Store #3753; Broadview Operations, LLC, dba 1 Stop Liquor; Broadview Operations, LLC dba 1 Stop Market; A & H, LLC dba Ham Lake Tobacco; and Central Tobacco Inc. dba SmoKing Shop;

Cabaret

Maxx Bar & Grill Inc. dba Maxx Bar & Grill; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; and Dan Dahlin Inc., dba Ham Lake Lanes

Vending Machine

Mendota Valley Amusement, Inc. (for Maxx Bar & Grill), Midwest Coin Concepts (Ham Lake Lanes)

Recycling/Refuse

Ham Lake Haulers

Hotel/Motel

Kevin Eggerth (Ham Lake Apartments), Oasis Life, LLC (AmericInn Ham Lake)

Recommendation:

I recommend approval of the above listed Business Licenses for 2025.

Meeting Date: December 16, 2024

CITY OF HAM LAKE

STAFF REPORT

To:

Mayor and Councilmembers

From:

John Witkowski, Public Works Superintendent

Subject:

Hiring Public Works part-time Seasonal/On-Call Snowplow Operator

Introduction: I am recommending the hiring of one additional Public Works part-time seasonal/on-call snowplow operators. At this time, we are still actively seeking applicants, and in the future, may recommend additional personnel to fill open spots.

Recommendation: Listed below is the individual that is being recommended for the Public Works part-time seasonal/on-call snowplow operator position.

Mark Postudensek will be at a pay rate of \$21.01 per hour as new hire.



CITY OF HAM LAKE SNOW PLOWING/ICE CONTROL POLICY

I. PURPOSE AND NEED FOR POLICY

The City of Ham Lake, being a growing City, needs to annually review and adopt a policy regarding efficient and timely removal of snow and control of ice in order to best provide for safe travel for the greatest number of persons. This policy outlines the responsibility within the Public Works Department in order to accomplish this goal.

II. POLICY

Each year the Public Works Department prepares a map of the City showing the public street system. This map clearly delineates thoroughfare and local residential streets. The map is then divided into seven (7) routes for purposes of snow and ice control.

Within each of the areas, the City has classified city streets based on the street function, relative traffic volume, and importance to the welfare of the community. Those streets classified as priority "A" streets will be plowed first. These are higher volume streets, which connect major sections of the city and provide access for emergency fire, police and medical services. The second priority streets (priority "B") are those streets providing access to schools and commercial businesses. The third priority streets (priority "C") are low volume residential streets. Fourth priority (priority "D") is cul-de-sacs and gravels. (See Exhibit A).

III. PROCEDURES

The Public Works Superintendent or designated representative monitors the street conditions and notifies Public Works personnel of snow and ice conditions needing attention. Public Works personnel are notified in accordance with the Public Works Department Schedule for Emergency Calls. (See Exhibit B).

The Public Works Superintendent or designated representative monitors street conditions and is responsible for making the decision to call out personnel and equipment to begin snow and ice control operations.

IV. RESPONSIBILITY

The Public Works Superintendent or designated representative monitors the street conditions to determine the timing and amount of equipment and personnel necessary to clear the streets.

The Public Works Superintendent or designated representative has the responsibility of determining plow routes and sequencing of operations in accordance with priorities as established in Exhibit A. The superintendent shall retain the latitude to adjust sequencing or route assignments based on storm conditions, equipment availability and/or other conditions warranting changes.

It is the responsibility of each Snow Plow Operator in the Public Works Department to be aware of the department guidelines for Snow Plow Operators. (See Exhibit C). It is the Public Works Superintendents responsibility to discuss these guidelines as well as the entire Snow Plowing/Ice Control Policy with all Public Works personnel on an annual basis.

V. COMMENCEMENT OF OPERATIONS

Snow plowing and/or ice control operations shall commence under the direction of the Public Works Superintendent. In his absence a designated representative will consult and determine when and what operations will begin in accordance with provisions of Exhibit B attached.

In general, operations shall commence as follows:

- A. Snow accumulation of 2 inches, with continual snowfall, warrants commencement of plowing operations.
- B. Drifting of snow may warrant commencement of partial or full operations depending upon conditions.
- C. Icing of pavements may warrant partial or full operation depending upon extent and conditions.

VI. HOW SNOW WILL BE PLOWED

Snow shall be plowed in a manner so as to minimize traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right with the discharge going onto the boulevard area of the right-of-way. It is the goal of Public Works to have the street system cleaned after a "typical" snowfall in approximately 12 hours. Depending on snowfall conditions and duration of the storm, cleanup operations can widely fluctuate.

VII. USE OF SAND AND SALT

The City is concerned about the effect of sand and salt on the environment and will limit its use for that reason and will not require bare pavement during winter conditions on streets other than priority "A". Application of the sand/salt mixture is generally limited to priority "A" routes, steep grades and high volume intersections. Application is limited on lower volume streets and cul-de-sac The City cannot be responsible for damage to grass caused by the sand/salt mixture and therefore will not make repairs or compensate residents for salt damage to turf areas in the street right-of-way.

VIII. SUSPENSION OF OPERATIONS

Generally, operations shall continue until all roads are passable. Widening and clean up operations may continue immediately or on the following working day depending upon conditions and circumstances. Safety of the plow operators and the public is important. Therefore, snow plowing/removal operations may be terminated after 10-12 hours to allow personnel adequate time for rest. There may be instances when this is not possible depending on storm conditions and other circumstances. Factors that may delay snow and ice control operations include: severe cold, significant winds and limited visibility. Any decision to suspend operations shall be made by the Public Works Superintendent or designated representative and shall be based on the conditions of the storm. The City will still provide access for emergency fire, police and medical services during a major snow or ice storm.

IX. PROPERTY DAMAGE

Snow plowing and ice control operations can cause property damage even under the best of circumstances and care on the part of the operators. The major types of damage are to improvements in the City right-of-way, which extends approximately 15' beyond the curb location. The intent of the right-of-way is to provide room for snow storage, utilities and other City uses. However, certain private improvements such as mailboxes and driveways are required within this area. Examples of things not allowed in the right of way: sprinklers, fences, trees, shrubs, rocks, landscaping, basketball hoops, cars, trailers, campers, etc. Therefore, the City will cooperate with the property owner to determine if the damage is the responsibility of the City and when it shall be the responsibility of the resident. The City accepts responsibility for mailboxes, which are allowed to be placed in the road right-of-way, if the damage is by physically being struck by a plow blade, wing, or other piece of equipment. Mailboxes should be constructed sturdily enough to withstand snow rolling off a plow or a wing. Therefore, damage resulting from snow is the responsibility of the resident. The City will repair or replace mailboxes in those instances where the City is responsible for the damage. To be properly placed, a mailbox should be installed so its bottom edge is 45" to 47" above street level; with the post 36" back from the curb or front of the box. That amount of clearance is needed to keep the plow's wing from hitting the box. If there are any plastic newspaper tubes attached to the mailbox, they must be above 45" height requirement. Any mailbox installed or replaced by the City shall use a swinging or swing away post system designed to minimize the risk of damage from snowplows

In instances where there is a disagreement as to the source of the damage and the responsibility therefore, the Administrator and/or City Council shall determine the responsibility.

X. DRIVEWAYS AND SIDEWALKS

One of the most frequent and most irritable problems in removal of snow from public streets is the snow deposited in driveways during plowing operations. Snow being accumulated on the plow blade has no place to go but in the driveway. The driver's make every attempt to minimize the amount of snow deposited in driveways, but the amount can still be significant. City personnel does not provide driveway cleaning. The City shovels sidewalks for government buildings and does not shovel and/or plow any other sidewalks or trails within the city.

Minnesota Highway Traffic Regulations

160.27 Sub (5) Misdemeanors:

It shall be unlawful to obstruct any highway or to deposit snow or ice thereon.

169.42 Sub (1)

No person shall throw, deposit, place, or dump upon any street or highway, any snow, ice, etc.

XI. MAIL DELIVERY

The snowplow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the Postal Department. However, it is not possible to provide perfect conditions and minimize damage to mailboxes with the size and type of equipment the City operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident.

A. MAILBOX DAMAGE

The responsibility to replace and repair damaged mailboxes shall be that of the homeowner unless the Public Works or Street Superintendent determines that the City was negligent. Any mailbox installed or replaced by the City shall use a swinging or swing away post system designed to minimize the risk of damage from snowplows. Any homeowner desiring

a different style or design of mailbox must repair or replace the mailbox entirely at the homeowner's expense with no contribution from the City.

XII. COMPLAINTS

Complaints regarding snow and ice control or damage shall be taken during normal working hours and handled in accordance with the City's complaint procedures. Complaints involving access to property or problems requiring immediate attention shall be handled on a priority basis. Response time should not exceed twenty-four (24) hours for any complaint. It should be understood that complaint responses are to ensure that the provisions of this policy have been fulfilled and that all residents of the City have been treated uniformly. It is the City's intention to log all complaints and upgrade this policy as necessary in consideration of the constraints of our resources.

EXHIBIT A PLOWING/SANDING PRIORITIES

PRIORITY "A"

Streets with greatest priority

PRIORITY "B"

Streets providing access to schools and commercial property

PRIORITY "C"

Lower volume residential streets

PRIORITY "D"

Cul-de-sacs and gravels roads

EXHIBIT C GUIDELINES FOR SNOW PLOW OPERATORS

- 1. Operators will be required to be on stand-by and able to report to work within one and one-half hours' notice from November 15th to March 15th unless arrangements are made with the Public Works Superintendent or designated representative.
- 2. Operators will be responsible for the vehicle they are assigned to. This includes completing a daily maintenance and equipment check before and after each shift and reporting all deficiencies to the Public Works Superintendent. During snowplowing operations any and all downtime or breakdowns will be reported to the Public Works Superintendent or designated representative.
- 3. No snow removal vehicles shall be parked with less than three-quarters tank of fuel.
- 4. Operators shall not assist stranded vehicles by pushing, pulling or jump-starting. Operators may assist by calling for help, offering sand, or offering a helping hand.
- 5. To minimize damage, no equipment will exceed twenty miles per hour in residential areas.
- 6. The City recognizes that snowplow operators are exempt from traffic regulations set forth in Minnesota Statutes, Chapter 169 while actually engaged in work on streets and highways, expect for regulations related to driving while impaired and the safety of school children. Pursuant to this authority, snowplow operators engaged in snow removal or ice control on streets or

highways have discretion to disregard traffic laws set forth in Chapter 169, except for laws relating to impaired driving and school children safety, when in their judgment, it is safe to disregard such laws. The privileges granted herein to snow removal and ice control vehicles shall apply only if the vehicle is equipped with one lighted lamp displaying a flashing, oscillating or rotating amber or blue light placed in such a position on the vehicle as to be visible throughout an arc of 360 degrees. The foregoing provisions do not relieve the driver of an authorized snow removal or ice control vehicle from the duty to drive with due regard for the safety of all persons.

- 7. Operators will report all damage to the Public Works Superintendent or designated representative at the end of each shift.
- 8. When plowing and sanding is complete after each storm, salt/sand should be emptied from all trucks and all equipment should be cleaned and washed.
- 9. If the operator has completed assigned route, the operator will contact the Public Works Superintendent and will be assigned to assist with other routes.
- 10. Before the employee leaves at the end of their shift, they must wait until all employees have returned and are dismissed by the Public Works Superintendent or designated supervisor.
- 11. No plowing of private property or towing of vehicles will be permitted unless it directly affects traffic. Any questions should be directed to the Public Works Superintendent.
- 12. Every effort will be made not to damage mailboxes and trash containers or other structures in the right-of-way.

Adopted by the City Council November 19, 1990

Revised December 8, 1992

Revised November 1, 1993

Revised November 1, 1994

Revised November 1, 1995 (truck numbers and assignments)

Revised October 20, 1997

Revised October 13, 1998 (truck numbers and assignments)

Revised October 20, 1999 (truck numbers and assignments)

Revised November 3, 2000 (truck numbers and assignments)

Revised October 25, 2001 (truck numbers assignments and mailbox requirements)

Revised Fall 2002, 2003, 2004, 2005, 2006

Revised Fall 2007 (guidelines for snow plow operators: Exhibit C 6.)

Revised Fall 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2024

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit

- organization that:
 conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION
Organization Name: Pheasants Forever Anoka County Chapter 13 Minnesota Tax ID Number, if any: 29354 Previous Gambling Permit Number: X-03898-24-029
Mailing Address: 6740 157th Ln NW
City: Ramsey State: MN Zip: 55303 County: Anoka
Name of Chief Executive Officer (CEO): Matt Flintrop
CEO Daytime Phone: 612-357-8989 CEO Email: anokapheasants@gmail.com (permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO):
NONPROFIT STATUS
Type of Nonprofit Organization (check one): ☐ Fraternal Religious Veterans ✓ Other Nonprofit Organization
Attach a copy of one of the following showing proof of nonprofit status: (DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)
A current calendar year Certificate of Good Standing Don't have a copy? Obtain this certificate from: MN Secretary of State, Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 IRS income tax exemption (501(c)) letter in your organization's name Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500. IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter) If your organization falls under a parent organization, attach copies of both of the following: 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and 2. the charter or letter from your parent organization recognizing your organization as a subordinate.
GAMBLING PREMISES INFORMATION
Name of premises where the gambling event will be conducted for raffles, list the site where the drawing will take place):Maxx Bar and Grill Physical Address (do not use P.O. box): 17646 Central Ave NE
Check one: ✓ City: Ham Lake Zip: 55304 County: Anoka
Township: Zip: County:
Date(s) of activity (for raffles, indicate the date of the drawing): 2/1/2025 Check each type of gambling activity that your organization will conduct:
Bingo Paddlewheels Pull-Tabs Tipboards ✓ Raffle
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the List of Licensees tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)					
CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township				
The application is acknowledged with no waiting period.	The application is acknowledged with no waiting period.				
The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).	The application is acknowledged with a 30-day waiting				
The application is denied.	The application is denied.				
Print City Name:	Print County Name:				
Signature of City Personnel:	Signature of County Personnel:				
Title: Date:	Title: Date:				
The city or county must sign before submitting application to the Gambling Control Board.	TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name:				
	Signature of Township Officer:				
	Title: Date:				
The information provided in this application is complete and accurate report will be completed and returned to the Board within 30 days. Chief Executive Officer's Signature: (Signature must be CEO's signature) Print Name: Matt Flintrop	ate to the best of my knowledge. I acknowledge that the financial of the event date.				
REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS				
Complete a separate application for: all gambling conducted on two or more consecutive days; or all gambling conducted on one day. Only one application is required if one or more raffle drawings are conducted on the same day. Financial report to be completed within 30 days after the gambling activity is done:	Mail application with: a copy of your proof of nonprofit status; and application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota. To: Minnesota Gambling Control Board				
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.	1711 West County Road B, Suite 300 South Roseville, MN 55113 Questions?				
Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).	Call the Licensing Section of the Gambling Control Board at 651-539-1900.				
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be used by the Board. All other is be private data about you Board issues the permit, all information public. If the Board does information provided remexception of your organization about your organization about your organization are members, Board staff when requested, the Board will be able to process the	Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.				

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

CITY OF HAM LAKE CODE COMMITTEE NOTES DECEMBER 2, 2024

The Code Committee met on Monday, December 2, 2024 at 5:00 p.m. Present were Mayor Brian Kirkham, Councilmember Gary Kirkeide; City Attorney Mark Berglund; Building Official Mark Jones; City Administrator Denise Webster; and Deputy City Clerk Dawnette Shimek.

1. Noise Ordinance

The noise ordinance was discussed regarding ATVs, snowmobiles, etc. under Article 4-700 of the Ham Lake City Code. The Code Committee discussed what surrounding cities have in their City Code regarding noise, distances from dwellings and property lines and also time limits. There was discussion of only allowing the noise for 1-hour a-day, not having more than 2 non-residents at the property, 100 feet from dwellings and 50 feet from property lines. There was discussion of using parts of the ordinance from East Bethel and Oak Grove. It was the consensus of the Code Committee to have Attorney Berglund prepare a draft Ordinance regarding noise from ATV's, snowmobiles, etc.

2. <u>Variance/Hardship</u>

Councilmember Kirkeide stated that he would like to consider allowing a variance that would allow properties to conform to regulations that were in place when a plat or lot was created, such as if the lot was created in the 1950's that cannot meet current City requirements, a hardship would be found to allow a variance. Councilmember Kirkeide stated that there should be a form or application created that would list the requirements needed for a hardship to allow a variance to be granted. There was discussion regarding two areas in the City Code that references Variances, Article 9-360 and Article 10-600. It was the consensus of the Code Committee to have Attorney Berglund prepare a draft Ordinance removing 10-600 Variances from Article 10, as Article 9-360 already covers variances.

ORDINANCE NO. 25-XX

An Ordinance amending ARTICLE 4, NOISE, relating to Conditions to Personal Recreational Vehicles

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

- 4-722. Use and Noise Restrictions of Personal Recreational Vehicles. A Personal Recreational Vehicle may be used on residential property within the city, but only on the condition that the operator adheres to the following:
- A) A Personal Recreational Vehicle may be used on an established riding area or residentially zoned property only if it is no closer than 50 feet from any lot boundary line and no closer than 100 feet from any dwelling unit other than the dwelling unit located on the residentially zoned property the Personal Recreational Vehicle is being driven on.
- B) The use of a Personal Recreational Vehicle does not violate the excessive noise restrictions of Article 4-712 (H).
- C) No more than two persons who are not residents of any particular residential property may simultaneously use Personal Recreational Vehicles on the residential property. It is the responsibility of the owner of that residential property to enforce this restriction.
- D) A Personal Recreational Vehicles may be operated on residential property only during the following hours: Monday through Fridays, 8: 00 a. m. though 8:00 p. m., and Saturdays and Sundays, 9: 00 a. m. through 8:00 p.m.
- E) The operation of one or more Personal Recreational Vehicles on any residential property shall be limited to a total of one hour per day.

Presented t		Lake City , 2025.	Council on	December	16, 2024 a	and adopted	by a unanimo	ous
					Brian	Kirkham, M	Iayor	_
Denise Web	ster, Cit	y Clerk						

ORDINANCE NO. 25-XX

An Ordinance relating to Variances from the Subdivision Code.

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

WHEREAS, the Ham Lake City Code codifies the City Council's authority to grant land use variances in multiple articles of the City Code including Article 9-360 and 10-600.

WHEREAS, it is unnecessary and redundant to codify land use variances at multiple articles of the Code which could cause unintended conflicting interpretations and confusion.

NOW THEREFORE,

Article 10-600 of the Ham Lake City Code is hereby REPEALED and the following language is shall be stricken from the City Code.

10-600 Variances

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

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

Presented to the	Ham Lake City C	ouncil on Dec	ember 16, 2024 ar	ıd adopted by a unanin	aous
vote on this	day of	•			
1					
			Brian Kirkham	, Mayor	
				,	
Denise Webster,	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 PLANNING COMMISSION AGENDA MONDAY, DECEMBER 9, 2024

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: November 25, 2024

PUBLIC HEARING:

6:01 p.m.

Melinda McDermott, Elevate Hope House, requesting Preliminary and Final Plat approval for Elevate Hope Addition, a Minor Plat (2 residential lots and one outlot), in Section 16

NEW BUSINESS: None

COMMISSION BUSINESS:

1. City Council Update

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, DECEMBER 9, 2024

The Ham Lake Planning Commission met for its regular meeting on Monday, December 9, 2024, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT:

Commissioners Brian Pogalz, Kyle Lejonvarn, Dave Ringler,

Jeff Entsminger, David Ross and Erin Dixson

MEMBERS ABSENT:

Commissioner Jonathan Fisher

OTHERS PRESENT:

City Engineer Dave Krugler, and 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 Lejonvarn, seconded by Entsminger, to approve the minutes of the November 25, 2024, Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Melinda McDermott, Elevate Hope House, requesting Preliminary and Final Plat approval for Elevate Hope Addition, a Minor Plat (2 residential lots and one outlot) in Section 16 Ms. Melinda McDermott, Elevate Hope House, was present. Chair Pogalz asked Ms. McDermott to provide information on the progress of the plat. Ms. McDermott stated over the past eleven months she has been working with representatives of the Ham Lake Baptist Camp (HLBC) to create a subdivision that will include two residential properties to support mothers with children who are experiencing homelessness in the county. Ms. McDermott stated the HLBC has allowed her to start clearing the land where the development will be. Ms. McDermott stated she hopes to have a home open by January 1, 2025. Ms. McDermott stated a home constructed by students from Spring Lake Park High School will be moved onto Lot 2. Ms. McDermott stated a building permit application has been submitted to the city. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated this plat is following the minor plat process where the preliminary and final plat is reviewed at one meeting. Engineer Krugler stated parkland dedication of

\$2,500 must be paid for each lot. Engineer Krugler stated the plat has received approval from the Coon Creek Watershed District and the Anoka County Highway Department. Engineer Krugler stated the applicant must obtain a County Right-of-Way Permit for grading within the county right-of-way and a County Access Permit for the proposed driveway access to Xylite Street NE for Lot 1. Engineer Krugler stated a 15-foot-wide trail easement, adjacent to the easterly 10-foot drainage and utility easement, is required; trail easement deeds must be recorded with the county before any building permits will be issued. Engineer Krugler stated there is an 85-foot wide United Power Association easement, aka Great River Energy or GRE, that encroaches 25-feet into the easterly portion of Lot 1 and Lot 2. Engineer Krugler stated a variance permit is required for the Lot 1 driveway and a variance permit will be required for future trail construction. Engineer Krugler stated a building permit cannot be issued for Lot 1 until the GRE variance permit has been issued. Engineer Krugler stated soil borings have been done to verify that there is adequate area for a primary and secondary septic system on each lot. Engineer Krugler stated a special assessment for the 1994 upgrade to East Ham Lake Drive has been paid Engineer Krugler stated the developer is required to protect any in full by HLBC. threatened and endangered species that may be found within the plat. Chair Pogalz stated the process for this (minor) plat is typical of the process followed for other small, two or three lot subdivisions that have been approved by the city. Engineer Krugler stated that it was. Engineer Krugler stated the standard platting process may need to be followed if HLBC decides to subdivide the property further in the future. Chair Pogalz asked for verification that Elevate Hope House must follow all the same code requirements and regulations that any other applicant wanting to subdivide property or construct a home must follow. Commissioner Lejonvarn asked if a house moving permit is required. Building and Zoning Clerk Bohr confirmed that a building permit application had been received. Building and Zoning Clerk Bohr stated Building Official Jones has been speaking with the contractor for this project. Building and Zoning Clerk Bohr stated the same code requirements and regulations, that any other applicant wanting to subdivide property or construct a home, must be followed. Commissioner Lejonvarn completed the inspection; a copy which is on file. Commissioner Lejonvarn stated he spoke with Ms. McDermott via telephone on December 6 and did some research online on the Elevate Hope House organization and inspected the site. Commissioner Lejonvarn stated trees are currently being cleared from the area where homes will be constructed, a temporary driveway is being constructed on Lot 1 and that he did not see any existing structures. Commissioner Lejonvarn stated constructing new homes on the site will be a good use of the land.

Chair Pogalz opened the public hearing at 6:12 p.m. and asked for public comment.

<u>Matthew Williams</u>, 15747 E Ham Lake <u>Drive</u>. Mr. Williams asked if there are plans to clear additional trees for more development or will trees remain outside the developed area.

<u>Diane Boisjolie-White, 2618 158th Avenue NE</u>. Mrs. Boisjolie-White stated she lives to the east of the development. Mrs. Boisjolie-White asked if the siding color of the new homes could be a beige or neutral color so the new homes could blend into the surroundings.

Steve Hundley, 15739 Xylite Street NE. Mr. Hundley asked how large the homes would be, how many acres will each lot be, how many tenants will be living in the homes, how

often tenants will change, who will own the lots, is any consideration being given to changing the speed limit on Xylite Street NE if children will be living in the homes, and is any consideration being given to constructing a sidewalk from the southern border of Lot 1, north to East Ham Lake Drive along Xylite Street NE.

Marueen Wilson, 15836 Zumbrota Street NE. Mrs. Wilson stated she recently learned about this development. Mrs. Wilson asked who would take care of the property. Mrs. Wilson stated the area is a very natural environment and would like to see the siding on the houses be a color that would blend into the environment and have some landscaping. Mrs. Wilson asked if the lots would have yards, and if so, who would maintain the yards and the property.

Chair Pogalz stated the property, and what is on it, is owned by the applicant. Chair Pogalz stated if the applicant wants to clear and improve the property, that is her prerogative. Chair Pogalz asked Ms. McDermott to comment on some of the questions asked by the residents. Ms. McDermott stated the plat was designed to meet the city's minimum lot size requirements. Ms. McDermott stated she worked with a resident, who lives near the plat, to determine what tree removal company would be the best company to work with. Ms. McDermott stated she does not intend to clear cut the property as the trees offer privacy which is important to her and the residents that will be living in the homes. Ms. McDermott stated the residents like living in Ham Lake as they feel it is a safe place to be. Ms. McDermott stated she does not believe HLBC has any desire to clear any more trees. Chair Pogalz asked Ms. McDermott how large the homes will be. Ms. McDermott stated they will be three-bedroom, two-bathroom rambler homes; the first home will be a slab on grade home, the second home may have a basement. Ms. McDermott stated Elevate Hope House will own the homes and will enlist the help of the residents to take care of the property. Ms. McDermott stated some businesses intend to donate materials for landscaping, and area youth sports organizations may provide volunteer labor for the landscaping. Ms. McDermott stated residents (mothers and children) can live in the homes for up to two years. Commissioner Dixson interjected stating the questions asked by the residents are beyond the scope of questioning asked of any other applicant. Commissioner Dixson stated that Ms. McDermott should not have to provide answers to most of the questions that were asked and that the questions are not related to what the Planning Commission needs to address related to recommending approval of the plat. Chair Pogalz stated he agreed. Chair Pogalz stated Ms. McDermott is showing good faith by answering the questions and explaining what she is planning to do with the property. Commissioner Dixson stated she understands that but reiterated that no other applicant has had to provide answers to the types of questions asked by other residents tonight. The residents in attendance had various comments. Chair Pogalz informed the residents that Ms. McDermott has the right to do what she wants to do with the property if what is done, meets all regulatory requirements of the city, county and state. Commissioner Ringler asked if homes that will be constructed in this subdivision must meet the same requirements as any other home constructed in the city. Building and Zoning Clerk Bohr stated that the requirements for construction of homes on lots in the Elevate Hope Addition are the same as those for any other residential home in the city. Building and Zoning Clerk Bohr stated the only landscaping requirement the city has for residential homes is that all the area disturbed during construction be re-established with turf. Building and Zoning

Clerk Bohr stated an escrow would be collected if the turf is not established when construction has been completed but that is the only landscaping requirement the city has. Mr. Hundley asked if the speed limit on Xylite Street NE will change. Engineer Krugler stated Xylite Street NE is a county road. Engineer Krugler stated a request for a speed study would need to be made to the Anoka County Highway Department. Engineer Krugler stated the speed limit for East Ham Lake Drive is 30 MPH and that speed limit will remain as is.

Chair Pogalz closed the public hearing at 6:27 p.m.

Motion by Lejonvarn, seconded by Dixson, to recommend approval of the request of Melinda McDermott for Preliminary and Final Plat approval of Elevate Hope Addition (2 single family residential lots and one outlot) located in Section 16 subject to meeting the requirements of the City Engineer, and meeting all City, State and County requirements. All present in favor, motion carried. This application will be placed on the City Council's Monday, December 16, 2024, agenda.

NEW BUSINESS: None

COMMISSION BUSINESS:

City Council Update

Chair Pogalz informed the commissioners that the City Council tabled the first reading of the proposed wetland banking ordinance for Article 9. Chair Pogalz stated the City Council has directed Engineer Collins to contact the Board of Soil and Water Resources (BWSR) to request the attendance of a BWSR representative at a future, joint Planning Commission and City Council meeting. Chair Pogalz stated information will be provided about this meeting when it is available. A planning commissioner will not be attending the December 16, 2024, City Council meeting.

ADJOURNMENT:

Motion by Dixson, seconded by Ringler, to adjourn the Planning Commission meeting at 6:32 p.m. All present in favor, motion carried.

Jennifer Bohr Building and Zoning Clerk



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PLANNING REQUEST

GITY OF HAIN LAWE

15544 Central Avenue NE Ham Lake, MN 55304

Phone	(763) 434-9555 Fax (763) 235-1697
Date of Application 9/35/34	Date of Receipt 97524
	Receipt # Amount \$
Meeting Appearance Dates:	The state of the s
Planning Commission 12-9-	City Council 12 16 24
Please check request(s):	
Metes & Bounds Conveyance	Commercial Building Permit
Sketch Plan	Certificate of Occupancy
X Preliminary Plat Approval*	Home Occupation Permit
Final Plat Approval	Conditional Use Permit (New)*
Rezoning*	Conditional Use Permit (Renewal)
Multiple Dog License*	Other
*NOTE: Advisory Signage is required for land us	se alterations and future road connections. This
application also requires a Public Hear	ing. Such fees shall be deducted from deposit.
Development/Business Name: Elevate Hope	e Addition
Address/Location of property: West of Xylin	te St NE, south of East Ham Lake Rd NE
Legal Description of property: See separate	e sheet for full legal description
PIN # 16-32-23-43-0007 Curr	rent Zoning R1/R3-2 Proposed Zoning MC
	Toposed Zoning 4.7
Notes:	A CONTRACTOR OF THE CONTRACTOR
Applicant's Name: Melinda McDermott	
Business Name: Elevate Hope House	
Address 2168 7th Ave Ste 845	
City Anoka	State MN Zip Code 55303
Phone Cell Phone	612.615.8824 Fax
Email address Melinda@elevatehopeh	ouse.org
You are advised that the 60-day review period renot begin to run until <u>all</u> of the required items ha	equired by Minnesota Statutes Chapter 15.99 does ave been received by the City of Ham Lake.
SIGNATURE DIA	DATE 9(25/24)
***************************************	**************************************
	FF USE ONLY -
ACTION BY: Planning Commission 12-9-2	NA
City Council	PROPERTY TAXES CURRENT YES NO

CITY OF HAM LAKE



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

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

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, December 9, 2024, at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the application of Melinda McDermott, Elevate Hope House, requesting preliminary and final plat approval of the development of Elevate Hope Addition, a minor plat (2 residential lots and one outlot) in Section 16, a parcel of certain land situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

Lot 12, AUDITOR'S SUBDIVISION NO. 125, Anoka County, Minnesota, TOGETHER WITH that part of the 60.00 foot wide vacated road, as dedicated on the recorded plat of SUNSET SHORE, Anoka County, Minnesota, (and as showed in the subsequent AUDITOR'S SUBDIVISION NO. 125, Anoka County, Minnesota, as "Public Road") described in the Notice Of Completion Of Vacation filed April 20, 1988, as Document No. 804356, as:

That part of the 60.00 foot wide vacated road dedicated on the recorded plat of SUNSET SHORE, Anoka County, Minnesota (said road running from the easterly line of said SUNSET SHORE to the East line of the Southeast Quarter of Section 16, Township 32, Range 23, Anoka County, Minnesota) lying easterly and southerly of the following described line:

Beginning at the intersection of the South line of said Road with the East line of the Alley dedicated on the East side of said SUNSET SHORE; thence northeasterly, parallel with the easterly line of Block C, SUNSET SHORE, a distance of 13.91 feet; thence northeasterly, parallel with the easterly line of Block D, SUNSET SHORE, a distance of 17.64 feet to the center line of said road; thence easterly, along said center line, a distance of 151.68 feet; thence northeasterly, parallel with the easterly line of said Block D, a distance of 31.77 feet to the North line of said road, said line there terminating.

EXCEPT that part of Lot 12, AUDITOR'S SUBDIVISION NO. 125, Anoka County, Minnesota, lying northeasterly and northwesterly of the centerline of

East Ham Lake Drive (now known as East Ham Lake Dr. NE), wherein said centerline is described in instrument filed January 27, 1988, as Document No. 795124, as:

All that part of Lot 12, AUDITOR'S SUBDIVISION NO. 125, located in Section 16, Township 32, Range 23, Anoka County, Minnesota, lying 33 feet on either side of the following described line:

Beginning at a point on the East line of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 23, Anoka County, Minnesota, distant 710.42 feet North of the southeast corner thereof, (for the purposes of this description said East line is assumed to bear NORTH); thence North 86 degrees 37 minutes 09 seconds West a distance of 736.18 feet; thence northwesterly a distance of 174.64 feet along a tangential curve concave to the northeast having a central angle of 33 degrees 21 minutes 11 seconds and a radius of 300.00 feet; thence North 53 degrees 15 minutes 58 seconds West, tangent to said curve, a distance of 231.46 feet; thence northwesterly a distance of 98.40 feet along a tangential curve concave to the southwest having a central angle of 21 degrees 41 minutes 00 seconds and a radius of 260.00 feet: thence North 74 degrees 56 minutes 58 seconds West, tangent to said curve a distance of 111.85 feet to the intersection with the East line of Government Lot 2, in said Section 16; thence continue North 74 degrees 56 minutes 58 seconds West a distance of 259.89 feet to a point which is 33.00 feet southerly of, as measured at right angles to, the North line of the South 1056.00 feet of said Government Lot 2; thence North 87 degrees 30 minutes 23 seconds West, parallel with said North line, a distance of 828.06 feet; thence southwesterly a distance of 192.37 feet along a tangential curve concave to the South having a central angle of 22 degrees 02 minutes 37 seconds and a radius of 500.00 feet; thence South 70 degrees 27 minutes 00 seconds West, tangent to said curve, a distance of 191.52 feet to a point which is 33.00 feet north of, as measured at right angles to, the North line of Lot 9, AUDITOR'S SUBDIVISION NO. 125, according to the recorded plat thereof. Anoka County, Minnesota; thence North 87 degrees 49 minutes 26 seconds West, parallel with the North line of said Lot 9, a distance of 45.48 feet to the East line of SUNSET SHORE, according to the recorded plat thereof, Anoka County, Minnesota said center line there terminating.

AND ALSO EXCEPT that part of Lot 12, AUDITOR'S SUBDIVISION NO. 125, Anoka County, Minnesota, described and contained in the following two parcels:

PARCEL 1:

The South 200 feet of the East 300 feet of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 23, Anoka County, Minnesota; now known as part of Lot 12, AUDITOR'S SUBDIVISION NO. 125.

PARCEL 2:

That part of Government Lot 2, Section 16, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the South Quarter corner of said Section 16; thence on an assumed bearing of North 88 degrees 27 minutes 46 seconds West, along the South line of said Section 16, a distance of 268,26 feet; thence North 1 degree 32 minutes 14 seconds East a distance of 434.66 feet to the point of beginning of the land to be described; thence North 88 degrees 27 minutes 46 seconds West a distance of 160.41 feet; thence North 17 degrees 42 minutes 42 seconds East a distance of 96.00 feet; thence North 88 degrees 27 minutes 46 seconds West a distance of 160.41 feet to the easterly rightof-way boundary line of Ham Lake Drive (dedicated as Road in the plat of SUNSET SHORE, Anoka County, Minnesota); thence North 17 degrees 42 minutes 42 seconds East, along said easterly line, a distance of 118.56 feet; thence North 20 degrees 43 minutes 32 seconds East, along said easterly line, a distance of 16.80 feet; thence South 88 degrees 27 minutes 46 seconds East a distance of 160.26 feet; thence North 20 degrees 58 minutes 09 seconds East a distance of 33.30 feet; thence South 88 degrees 27 minutes 46 seconds East a distance of 10.60 feet; thence North 20 degrees 58 minutes 09 seconds East a distance of 49.92 feet; thence South 87 degrees 40 minutes 47 seconds East a distance of 150.55 feet; thence South 20 degrees 44 minutes 18 seconds West a distance of 79.44 feet; thence South 18 degrees 20 minutes 14 seconds West a distance of 233.30 feet to the point of beginning.

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

DATED: November 29, 2024

Jennifer Bohr Building and Zoning Clerk City of Ham Lake



Office (763) 862-8000 Fax (763) 862-8042

Memorandum

Date:

November 20, 2024

To:

Planning Commissioners

From:

Tom Collins, City Engineer

Subject:

Elevate Hope Addition Minor Plat

Introduction:

The Preliminary and Final Plat of Elevate Hope Addition subdivides the 55.07-acre 16-32-23-43-0007 parcel into two residential lots and one outlot. The parcel is currently split zoned, with Shoreland Residential – Recreational (RS-2) over the westerly portion and Single Family Residential (R-1) over the easterly portion. The two residential lots will be zoned R-1, with the remainder zoned RS-2. A 600-scale zoning map, a 400-scale half-section map and a 300-scale aerial photo are attached.

Discussion:

The Final Plat, Preliminary Plat, Grading, Erosion Control and Tree Protection Plan, Livability Plan and Stormwater Drainage Report received October 31st address the prior review comments. The proposed subdivision falls under the Minor Plat portion of City Code Section 10-101, which allows expedition of the plat approval process by approving both the preliminary plat and final plat at the same Council meeting.

Because the minor plat is utilizing the existing infrastructure, and no construction is required other than individual lot development, a Development Agreement will not be required. The developer will need to pay a \$200 drainage fund contribution along with a \$2,500 parkland dedication fee for each of the two lots.

The Coon Creek Watershed District (CCWD) staff recommended conditional approval at their October 28th Board of Directors meeting. The Notice of Permit Application Status is attached. The attached CCWD permit was issued November 18th.

Per the attached October 8th Anoka County Transportation Division review letter, the Lot 1 driveway to Xylite Street (County Road 61) is approved. A County Right-of-Way Permit is required for the Lot 1 grading within County right-of-way and a County Access Permit is required for the proposed driveway accessing County Road 61. A Lot 1 building permit cannot be issued until approved County Permits are supplied.

The attached bike trail system map identifies a future bike path adjacent to Xylite Street. The attached Sketch and Description show the required 15-foot-wide trail easement adjacent to the easterly 10-foot drainage and utility easement of both proposed residential lots. The City Attorney will prepare the trail easement deeds. The trail easement deeds will be recorded immediately after the plat is recorded. No building permits will be issued until proof of deed recording is supplied to the City.

There is an 85-foot wide United Power Association Easement (Great River Energy) that encroaches 25-feet into the easterly portion of the two proposed lots. Per the attached November 13th email, trails and driveways are allowed within Great River Energy easements. A variance permit application is required for the Lot 1 driveway, and will be required for future trail construction. A building permit cannot be issued for Lot 1 until written Great River Energy approval is supplied for the driveway. Approval is to be obtained thru a Great River Energy online variance permit application.

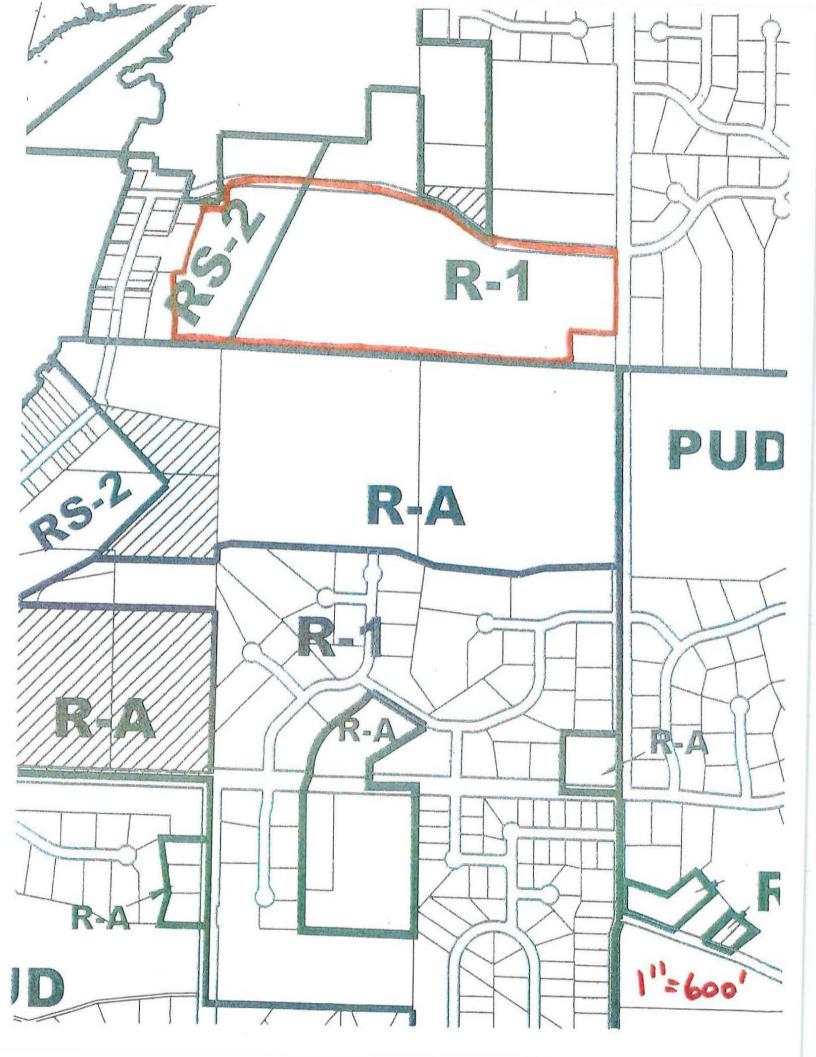
The Soil Boring Test Report confirms that there is adequate area for a primary and secondary septic system for both lots. The attached November 5th Tradewell septic certification certifies that both lots will support two standard septic systems in accordance with Minnesota Rules 7080.

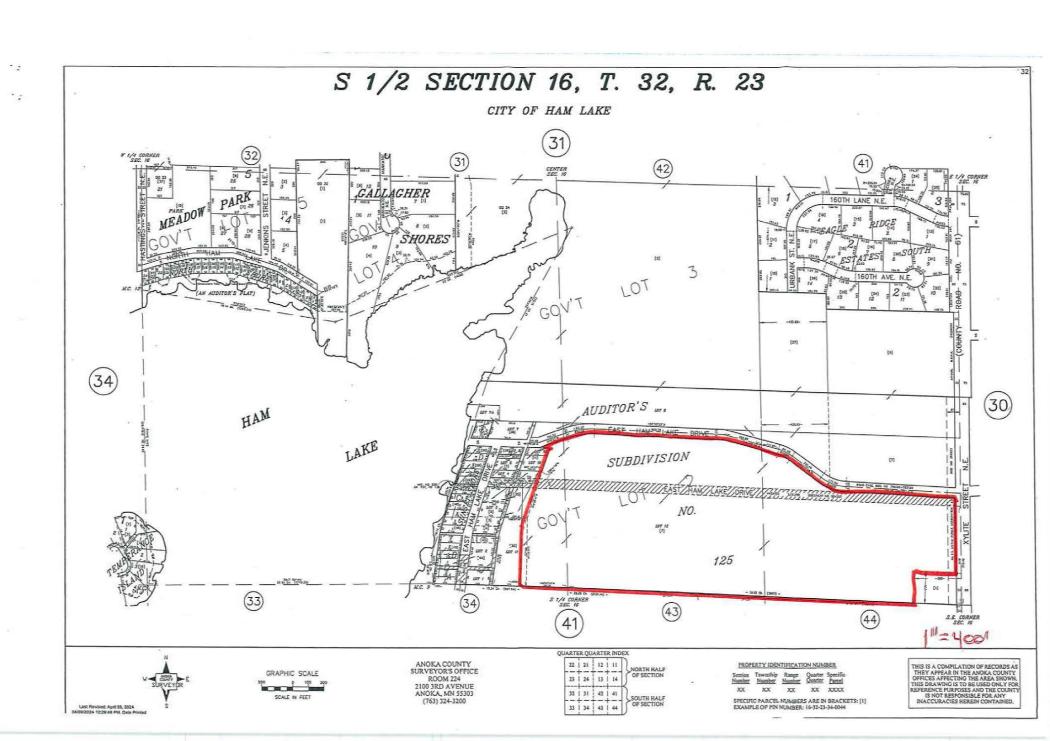
The 16-32-23-43-0007 parcel received a special assessment for the 1994 upgrade of East Ham Lake Drive. The special assessment, with a balance of \$2,870.70, has been paid.

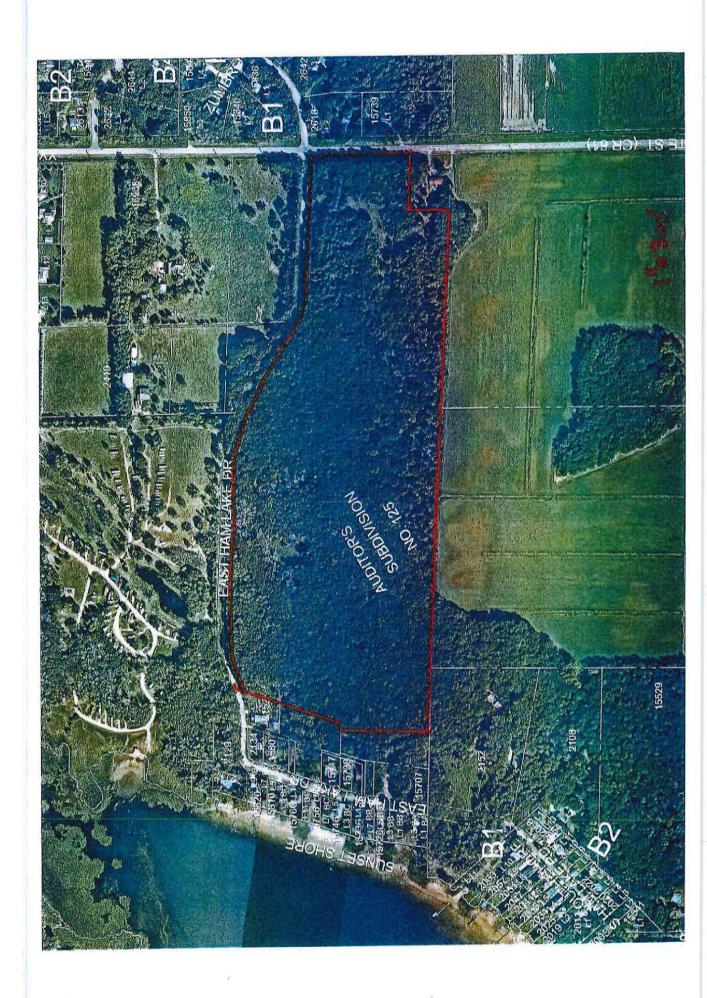
Minnesota endangered and threatened species are protected from taking (destroyed or killed). The Developer is required to protect any threatened and endangered species, per Minnesota Status 84.0895. The Minnesota DNR is governing agency of endangered and threatened species.

Recommendations:

It is recommended that the Preliminary Plat and Final Plat for Elevate Hope Addition be recommended for approval.







KNOW ALL PERSONS BY THESE PRESENTS: That Harn Lake Baptist Camp Association, a Minnesota noncrofit corporation

Let 12, AUSTTORYS SUBDIVISION NO. 1.15, Anois Caushy, Minnesob, TOGETHER WITH this part of the 50.00 foot wide vacated range, in stellarate on the recorded jate of SUBSET STORS, Annois County, Minnesota, (and as showed in this subsequent AUSTTORYS SUBDIVISION NO. 125, Anois County, Minnesota, as "Fabilic Read") described in the Noise of Completion of Vecation Indeed April 20, 1988, as Document, No. 940-356, as:

That part of the 60,00 foot wide vacated road dedicated on the recorded plat of SUNSET SHORE, Anoka County Minnesota (said road running from the easterly line of said SUNSET SHORE to the East fine of the Southeast Quarter of Section 16, Township 32, Range 23, Anoka County, Minnesota) lying easterly and southerly of the following

Beginning at the intersection of the South line of sald Road with the East line of the Alley decilicated on the East side of said SUNSET SHORE; thence northeasterly, parallel with the easterly line of Block C, SUNSET SHORE, a distance of 17.04 feet to 13.91 feet; thence northeasterly, parallel with the easterly line of Block D, SUNSET SHORE, a distance of 17.04 feet to the center line of said road; thence easterly, sine gaid center line, a distance of 15.156 feet; thence northeasterly, and the said road; and line of 37.177 feet to the herbit line of 38 mode, and line to the terminating.

EXCEPT that part of Lot 12, AUDITOR'S SUBDIVISION NO. 125, Anoka County, Minnesota, lying northeasteriy and northwesteriy of the centerline of East Ham Lake Dirk (now known as East Ham Lake Dr. NE), wherein said centerline is described in instrument filed January 27, 1988, as Document No. 795124, as:

All that part of Lot 12, AUDITOR'S SUBDIVISION NO. 125, located in Section 16, Township 32, Range 23, Anoka County, Minnesota, lying 33 faet on either side of the following described line:

Reginning at a point on the East line of the Southeast Counter of the Southeast Quarter of Section 1.6. Township 2.2, Range 2.3, Anoka County, Hinnesoka, distant 17.10.4.2 fest horst not the southeast corner thereof, (for the purposes of this descriptions and Ideal Residue). Hinnesoka distant in Insurance of bear MoRTNI), them North 56 degrees 27 minutes 09 seconds West a distance of 736.18 feet; thence northwesterly a distance of 17.46.4 feet along a tangential curve concave to the northwesterly a central angle of 3.0 degrees 21 minutes 15 seconds West, tangent to said curve, a distance of 23.1.46 feet; thence northwesterly a distance of 17.46.4 feet along a tangential curve concave to the northwesterly and the same of 17.46.4 feet along a tangential curve concave to the southwest having a central angle of 21 degrees 21 minutes 58 seconds West, tangent to said curve, a distance of 23.1.46 feet; thence northwesterly a distance of 17.46.4 feet along a tangential curve concave to the southwest having a central angle of 21 degrees 15 minutes 38 seconds West, and the 17.4 feet along a tangential curve concave of 25.80 feet to a point which is 33.0.0 feet southerly of, as measured at right angles to, the North line of the 50 th this, a distance of 28.80 feet to a point which is 33.0.0 feet southerly of, as measured at right angles to, the North line of the 50 th how, a central angle of 22 central west, parallel with said Roth line, a distance of 28.80 feet to said conversable to the concave to the South howing a central angle of 22 central west, parallel with said Roth line, a distance of 28.80 feet to said conversable to the southwesterly a distance of 19.2.7 feet along a tangent to said curve, a distance of 31.9.5 feet to any only which the 10.40 feet of 31.40 feet 20 central west, parallel with said Roth line, a distance of 328.60 feet to said to 19.40 feet 20 central west, parallel with a Roth line of a distance of a distance of a feet to the feat time of SUNDET SHORE, according to the recorded plat thereof, Ano

AND ALSO EXCEPT that part of Lot 12, AUDITOR'S SUBDIVISION NO. 125, Anoka County, Minnesota, described and

PARCEL 1.

The South 200 feet of the East 300 feet of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 23, Anoka County, Minnesota; now known as part of Lot 12, AUDITOR'S SUBDIVISION NO. 125.

PARCEL 2:

That part of Government Lot 2, Section 16, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commending at the south quarter comer of said Section 16; thence on an assumed bearing of North 88 degrees 27 minutes 46 seconds West, along the South line of said Section 16, a distance of 268,26 Feet; thence North 1 degree 27 minutes 46 seconds East a distance of 43.66 feet the point of beginning of the land to be described; thence 27 minutes 14 seconds East and Section 24, and the sec

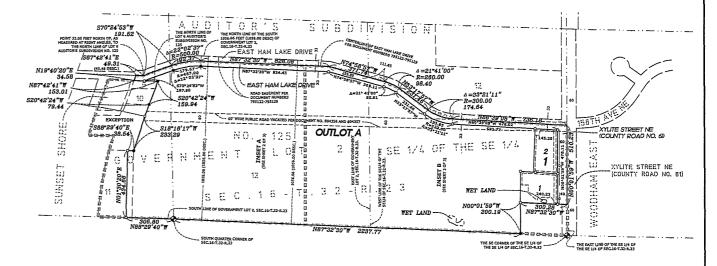
blic for

public use the public ways and the drainage and utility of Anoka the right of access onto County Road No. 61 as s	easements as shown on this plat. Also dedicating to the Cou shown on this plat.
In witness whereof said Ham Lake Baptist Camp Associ presents to be signed by its proper officer this	ation a Minnesota limited liability company, has caused thes day of
Ham Lake Baptist Camp Association	
STATE OF	
	day of
	(Signature)
Notary Public,County, Minnesota	(Print Name)



ELEVATE HOPE ADDITION

CITY OF HAM LAKE **COUNTY OF ANOKA** SEC.16, T32N, R23W



COUNTY RECORDER/REGISTRAR OF TITLES

County Recorder/Registrar of Titles

NORTH

boundaries and wet lands, as defined in Minnesota Statutes, Section 505. labeled on this plat; and all public ways are shown and labeled on this pla	 Subd. 3, as of the date of this certificate are shown and 					
Dated thisday of, 20						
Jason E. Rud, Licensed Land Surveyor Minnesota License No. 41578						
STATE OF MINNESOTA COUNTY OF						
This instrument was acknowledged before me this day of	20 by Jason E. Rud.					
(Signature)	TYPICAL EASEMENTS					
Notary Public, County, Minnesota My Commission Expires	(NOT TO SCALE)					
CITY COUNCIL, CITY OF HAM LAKE, MINNESOTA	10 10					
This plat of ELEVATE HOPE ADDITION was approved and accepted by the CIty Council of the City of Ham Lake, Minnesota at a regular meeting thereof held this day of 20, and sald plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.	BEING 10 FEET IN WIGHTH ADDITIONING RIGHT OF WAY LINES AND 10 FEET IN WIGHTH ADJOINING LOT LINES UNLESS OTHERWISE SHOWN.					
City Council, City of Ham Lake, Minnesota						
	•					
By Mayor By	Clerk					
COLINTY SUBVEYOR						

GRAPHIC SCALE

(SCALE IN FEET) 1 INCH - 200 PEE

I hereby certify that in accordance with Minnesota Statutes, Section 505,021, Subd. 11, this plat has been re-

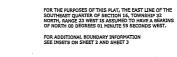
David M. Ziegimele

I Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesora; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plate that all monitoments declicted on this plate have been, or will be correctly set within our ear; that all water

COUNTY AUDITOR/TREASURER
Porsuant to Minnesons Statutes, Section 505.021, Sixtd, 9, taxes psyable in the year 20 on the land hardinbufore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this day of
Property Tax Administrator

COUNTY OF ANOKA, STATE OF MINNESOT I hereby certify that this plat of ELEVATE HOPE ADDITION was flied in the office of the County Recorder/Registrar of Titles for public record

, 20___, at ____o'dock ____,M. and was duly recorded as Document Number



DENOTES BEARING / DISTANCE PER PLAT

DENOTES BEARING / DISTANCE PER DESCRIPTION DENOTES FOUND ANOKA COUNTY
CAST IRON MONUMENT

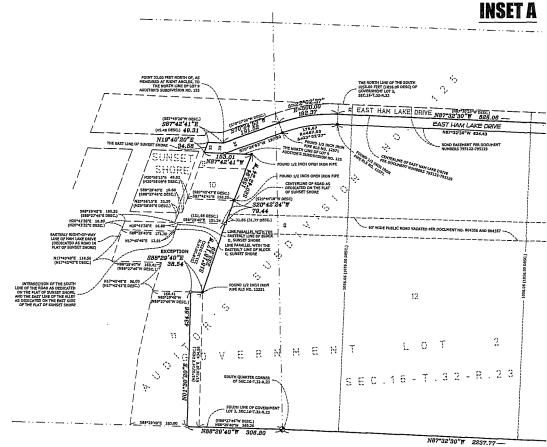
DENOTES RIGHT OF ACCESS DEDICATED TO THE COUNTY OF ANOKA DENOTES 1/2 INCH BY 14 INCH O IRON PIPE SET AND MARKED RLS

DENOTES 1/2 INCH IRON PIPE FOUND, MARKED AS NOTED.

DENOTES WETLAND AS DELINEATED BY KIOLHAUG ENVIRONMENTAL IN JULY, 2024

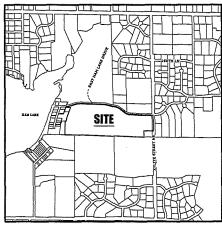
ELEVATE HOPE ADDITION

CITY OF HAM LAKE COUNTY OF ANOKA SEC.16, T32N, R23W



VICINITY MAP

PART OF SEC. IS, TWP. 32, RNG. 23



ANOKA COUNTY, MINNESOTA (NO SCALE)

FOR THE PURPOSES OF THIS PLAT, THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 32 NORTH, RANGE 23 WEST IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 01 MINUTE S9 SECONDS WEST.

NORTH

DENOTES FOUND ANOKA COUNTY
CAST IRON MONUMENT

NO. 41578.

DENOTES 1/2 INCH IRON PIPE FOUND, MARKED AS NOTED.

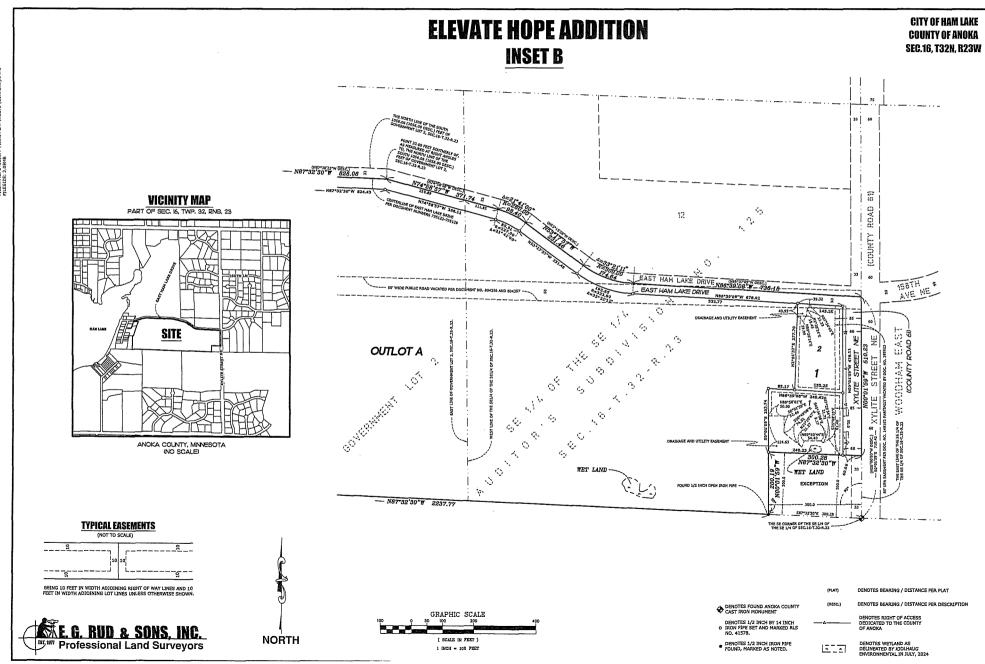
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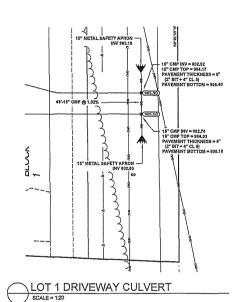
DENOTES BEARING / DISTANCE PER PLAT

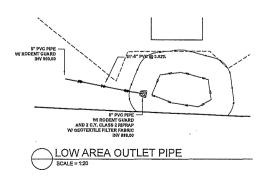
TES 1/2 INCH IRON PIPE DENOTES WETLAND AS DELINEATED BY KIJOLHAUG ENVIRONMENTAL IN JULY, 2024

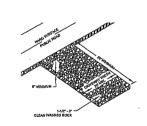








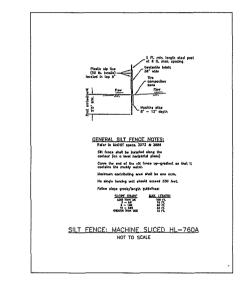


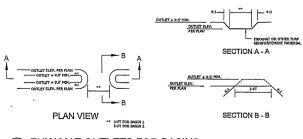


ROCK CONSTRUCTION EXIT N.T.S.



WETLAND BUFFER SIGNAGE N.T.S.



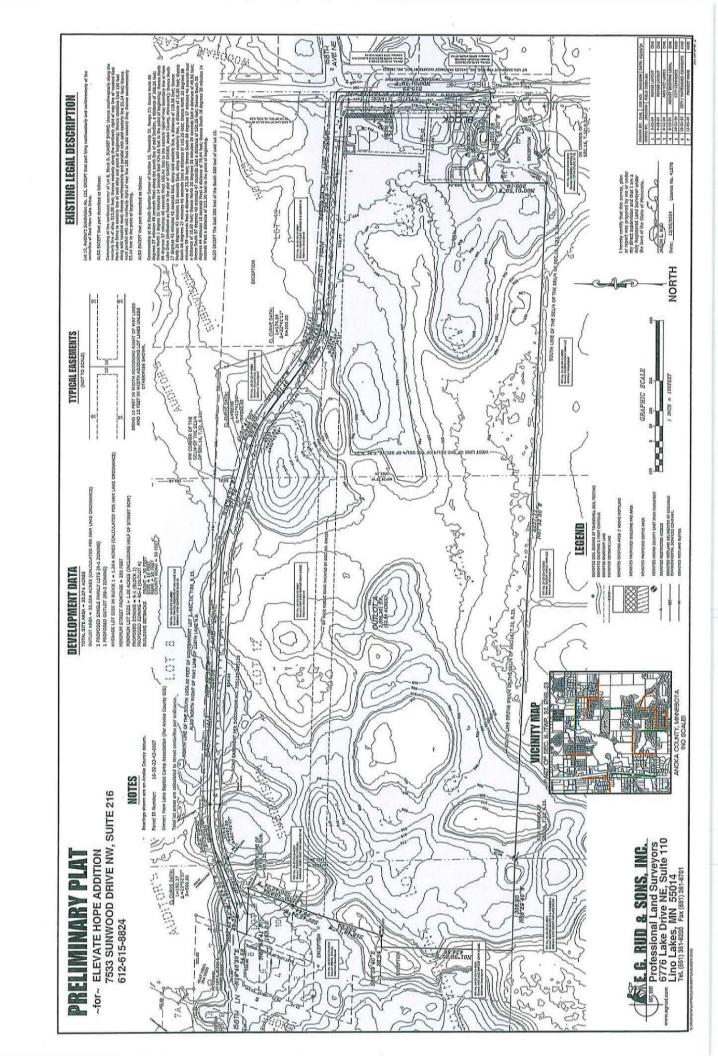


ENKAMAT OUTLETS FOR BASINS

PLOWE ENGINEEUNG, INC. 6778 LAKE DRIVE SUTTE 110 UND LAKES, MASSOIL PHONE: (BSI) 361-2010 FAXE (BSI) 351-2010

ELEVATE HOPE ADDITION HAMILAKE, MIN

SHEET



4. MANTHE AND REPART SLT STOP FONCES (HILLIANS NOVEL MODERN SET STORM OF ACCUMENTS SLT) UNIT. MODERNESS SETS A AS CACH AREA GATSOC THE STREET IS DRAFTED. PROPER SAFERY TRESOURCE WITH A STREAMEN STATE AND ANTS AFTER ROUGH. 2. ARY CRADNE SHALL PROCESS ON AN AREA SY AREA BASS TO INNUALE UNCOUPLED AREAS. A DESCRIPTION OF STATE OF THOSE STAT EROSION CONTROL/ Revegetation specs **LOT GRADING NOTES** NORTH (AVENE **INF PRINCIPAL UNITY OF BENESTED THE REPORT OF THE RECLIBERATION OF THE WASHINGTON UNITY OF BENESTED THE CONSTRUCTION OF THE WASHINGTON UNITY OF BENESTED THE WASHINGTON OF THE WASHINGTON UNITY OF BENESTED THE WASHINGTON WASHINGTON WASHINGTON UNITY OF BENESTED THE WASHINGTON TREE PROTECTION NOTES GRADING, EROSION CONTROL AND TREE PROTECTION PLAN ~for~ ELEVATE HOPE ADDITION 7533 SUNWOOD DRIVE NW, SUITE 216 612-615-8824 Professional Land Surveyors 676 Lake Drive NE, Suite 110 Lino Lakes, MN 55014 E. G. RUD & SONS, INC. ACT OF STREET AT CONTINUE PLOWE LEGEND CENTRAL SERVICES CONTROLLOS OF 2 1 TYPICAL LOT

LIVABILITY PLAN

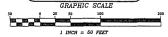
~for~ ELEVATE HOPE ADDITION 7533 SUNWOOD DRIVE NW, SUITE 216 612-615-8824

LEGEND

DENOTES RESTRICTED ACCESS DENOTES WETLAND DELINEATED BY X ENVIRONMENTAL SERVICES COMPANY

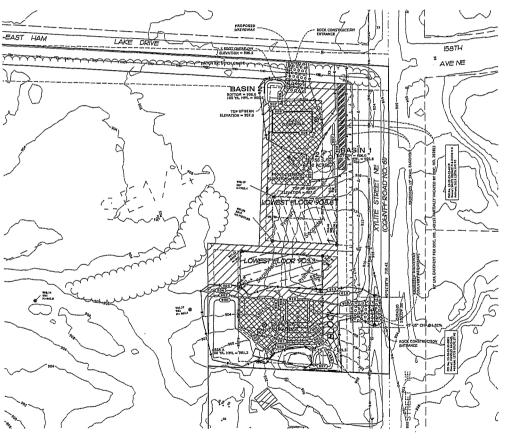






E.G. RUD & SONS, INC.

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



LIVABILTY CHART

											Low Floor	1				- 1
Lot	Block	Total Lot Area	Yard Area	Septic Area (sq. ft)	Building Pad Area	Proposed Bulkling Pad	Gerage Floor	Proposed Low	Proposed Low	Lowest Floor	Determining	Baring #	Boring	Mollies	Building	Custom
	1	(aq. ft.)	(sq. fi.)	(aq. II.)	(aq. ft.)	4' Abous Unsultable (sq. ft.)	Elevotion	Floor Elev.	Opening	Etovation	Factor		Elevelion	Elevation	Type	Graded
1	1	55,040	12,854	7,678	10,083	9,600	NA.	903.3	903.3	903.3	Per	11	913.94	908.10.	SIDE	NO
											Area A	12	011.53	NONE	WALKOUT	
											HWL	13	906,59	901.8		
												14	807.32	905,2		
												15*	899,93	00B.3		
2	1	59,756	12,073	8,000	10,476	2,411	NA	908.8	808.8	0,800	Per	1"	908.16	903.5	SLAB	YES
											Basin 1	7	B08.19	B03.4		
	1										HWL	1	911,47	NONE		
												9	913,40	90B.1		
												10	907,92	NONE		
OUTLOTA	1	2,308,313	NA	NA	NA .	NA .	NA	NA NA	NA .	NA	NA	2	904.77	902.4		
												3	808.14	902.8		
												4	807.94	902.3	1	
												5	809.16	903.2		
	1					L						6	903.91	902,2		

NOTES

Date: 12/05/2024 License No. 41578

š	K DY: JEN	UND FIELD CREWICH	
1	10-21-24	CITY COMMENTS	MMC
2	10-31-24	CITY / WATERSHED COMMENTS	HMAD
7	12-05-24	PROJECT NAME	HHD
4			1



NOTICE OF PERMIT APPLICATION STATUS

Project:

Elevate Hope Addition

Date:

November 5, 2024

Applicant:

Ham Lake Baptist Camp Association

Attn: Troy Lubbers 15140 Xylite St NE Ham Lake, MN 55304

Permit Application#:

P-24-051

Purpose:

Grading and construction of two single-family lots

Location:

South of East Ham Lake Dr NE and west of Xylite St NE,

Ham Lake

At their meeting on 10/28/2024 the Board of Managers of the Coon Creek Watershed District **Approved with Conditions** the above referenced project with 2 conditions and 0 stipulations. **This is NOT a permit.**

Since the last submittal on 11/05/2024, the following conditions remain which must be addressed before permit issuance.

1. Submittal of a performance escrow in the amount of \$2,400.00.

Please be advised that **this is NOT a permit**, and that work without a permit is a violation of the terms of the Coon Creek Watershed District Rules. If you have any questions, please call 763-755-0975.

Sincerely,

Erin Margl

Watershed Development Coordinator

Erin Margl

cc:

File P-24-051

Eileen Weigel, Stantec Tom Collins, Ham Lake

PERMIT

COON CREEK WATERSHED DISTRICT

13632 Van Buren St NE Ham Lake, MN 55304 Permit Number: 2394

Project:

Elevate Hope Addition

Issued to:

Ham Lake Baptist Camp Association

Attn: Troy Lubbers 15140 Xylite St NE Ham Lake, MN 55304

Location:

South of East Ham Lake Dr NE and west of Xylite St NE, Ham Lake

Permit Application #:

P-24-051

Purpose:

Grading and construction of two single-family lots

At its meeting on 10/28/2024, the Board of Managers of the Coon Creek Watershed District reviewed and approved your permit application. The following exhibits are on file describing the approved project:

- Construction Plans by Plowe Engineering, Inc., dated 09/23/2024, received 09/23/2024.
- 2. Construction Details by Plowe Engineering, Inc., dated 09/23/2024, received 09/23/2024.
- 3. Plat by E.G. Rud & Sons, Inc., dated 09/23/2024, received 09/23/2024.

The Board of Managers found the project as planned to be in accordance with the Rules and Regulations, and Guidelines of the District, and therefore, approved the permit with 0 stipulations.

A follow up inspection will be conducted at the project site to assure compliance with all stipulations to this Permit. Failure to comply with the foregoing may result in rescission of the Permit, and is a violation of Minnesota Statutes section 103D.545, a misdemeanor.

This document is not transferable.

Date of Issuance:

11/18/2024

Date of Expiration:

11/10/2025

Date of Expiration

11/18/2025

Weigel, Eileen Oldenheim, Od-users, Oldenheim, Od-users, Oldenheim, Od-users, Oldenheim, Od-users, Od-user

Eileen Weigel, District Engineer

cc:

File- P24-051

Tom Collins, Ham Lake Eileen Weigel, Stantec

IMPORTANT PERMIT REQUIREMENTS OUTLINED ON REVERSE

GENERAL PERMIT STIPULATIONS:

- 1. The permittee must maintain the project authorized by this permit in good condition and in conformance with the terms and conditions of this permit.
- 2. The permittee shall grant access to the site at all reasonable times during and after construction to authorized representatives of the District for inspection of the work authorized hereunder.
- 3. The permittee shall utilize best management practices on the project site to minimize the potential for adverse impacts associated with erosion and sedimentation.
- 4. This permit applies only to the permitted project and the dated plans approved on this permit. If the design, location or purpose of the project changes you should contact the District to make sure the changes would not violate District Rules or applicable state law.
- 5. Construction work authorized under this permit shall be completed on or before the date specified above. The permittee may request an extension of the time to complete the project, stating the reason thereof, upon written request to the District.
- 6. The District may reevaluate its decision on this permit at any time the circumstances warrant. Circumstances that could require a reevaluation include, but are not limited to, the following:
 - a. You fail to comply with the terms and conditions of this permit.
 - b. The information provided by you or in support of your permit application proves to have been false, incomplete, or inaccurate.
 - c. Significant new information surfaces which this office did not consider in reaching the original public interest decision.
- 7. Permittee shall ensure that the contractor has received and thoroughly understands all conditions of this permit.

ADDITIONAL WETLAND-RELATED PERMIT CONDITIONS:

The following additional terms and conditions apply to replacement wetland(s) approved as part of this permit.

- 1. The replacement wetland approved as part of this permit must be constructed concurrent with or prior to any wetland fill or draining activity; or the District has received and accepted an irrevocable bank letter of credit, a performance bond, or other security acceptable to the District in an amount sufficient to guarantee the successful completion of the wetland replacement as provided under Minn. Rules 8420.0530 (B)(2), as amended.
- 2. The Notice of Use Restrictions and Maintenance Responsibilities specified in Minn. Rules 8420.0530(D)(6), as amended, must be recorded and proof of recording provided to the District within 30 days of completing construction of the replacement wetland (completion of construction as determined by the District).
- 3. The permittee each year for five years following completion of the replacement wetland must submit to the District a Monitoring Report on the replacement wetland, which Report includes the information specified in Minn. Rules 8420.0620, as amended. The Report must be submitted to the District no later than October 1 of each year.

THIS CERTIFICATION ONLY APPLIES TO THE WCA OF 1991, AS AMENDED. Permits from local, state, and federal agencies may be required. Check with the appropriate authorities before commencing work in or near wetlands. The Combined Project Notification form can be used for this purpose.

REFUNDING OF ESCROWS: Upon completion of the project the applicant shall notify the District that:

- 1. The project is complete
- 2. The site is stabilized
- 3. The project is ready for final inspection
- 4. All stipulations listed on this permit have been fulfilled
- 5. If applicable, the applicant would like return of its escrow

Upon receipt of such notification the District will inspect the project for conformance with the permit conditions and requirements, permitted plans and water resources associated with the implementation of those plans resulting from construction. If the District determines the project is not complete and/or not stabilized the District will inform the applicant in writing. If the District determines the site is complete and stabilized, the permit conditions and requirements have been satisfied, the District will execute the appropriate refund at its next regularly scheduled meeting where the Board pays bills (typically the second Monday of each month).

Escrow refunds will be calculated as follows and shown on the refund check

- 1. Amount of escrow balance paid in cash;
- 2. Minus any permit review and/or inspection fees
- 3. Minus any other project-related expenses incurred by the District.



Anoka County TRANSPORTATION DIVISION

Highway

Jennifer Bohr City of Ham Lake 15544 Central Avenue NE Ham Lake, MN 55304

October 8, 2024

RE: Preliminary Plat – Elevate Hope House

Dear Jennifer,

We have reviewed the Preliminary Plat for Elevate Hope House to be located west of CR 61 (Xylite Street NE) and south of East Ham Lake Drive NE within the City of Ham Lake, and I offer the following comments:

- The existing right of way along CR 61 is 33 feet west of centerline. The proposed preliminary plat is showing an addition 27 feet (60 feet total right of way width west of CR 61 centerline). This should be sufficient for future reconstruction purposes.
- As proposed, the plat will introduce one new residential access point onto CR 61. This is acceptable to this department since access to a City street for this parcel is nor feasible. There are some inconsistencies with the plan about where this access will be located but our preference would be within 50 ft of the south lot line as shown on Inset B for this parcel. The right of access should be dedicated to Anoka County with exception for the proposed residential access point.
- Internal site grading shall not commence until the requested ACHD Engineering plan approvals are received and the applicable permits can be issued.
- Any utility relocation in the CR 61 right of way will be required to be coordinated directly by the city/developer.
- Please note that no plantings or private signs will be permitted within the county right
 of way and care must be exercised when locating private signs, building, structures,
 plantings, berms, etc. outside of the county right of way, so as not to create any new
 sight obstructions for this section of CR 61.

ACHD would like to work with local governments in promoting compatibility between land use and the county highway system. It should be recognized that residential land uses located adjacent to County highways often results in complaints about traffic noise. Existing and/or future traffic noise from CR 61 could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where establishment of the land use would result in violations of established noise standards. It is advised that the City and the Developer assess the noise situation for this development as it is proposed to be located directly adjacent to CR 61 and take the level of action deemed necessary to minimize the impact of any highway noise by incorporating the appropriate noise mitigation elements into the design and phasing of this plat as applicable.

The ACHD Engineering Plan Review process will apply to this site. The following items should be submitted to Brandon Ulvenes, Engineer II, Brandon.Ulvenes@anokacountymn.gov (checklist and payment information are available on our website: https://www.anokacountymn.gov/4072/Development-Review):

- Construction plans
- Utility relocation plans
- Traffic Control plans
- Grading and erosion control plans
- Drainage calculations Note that the post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year critical design storm
- ACHD Design Requirements Checklist
- Engineering plan review fee (estimated at \$150.00)

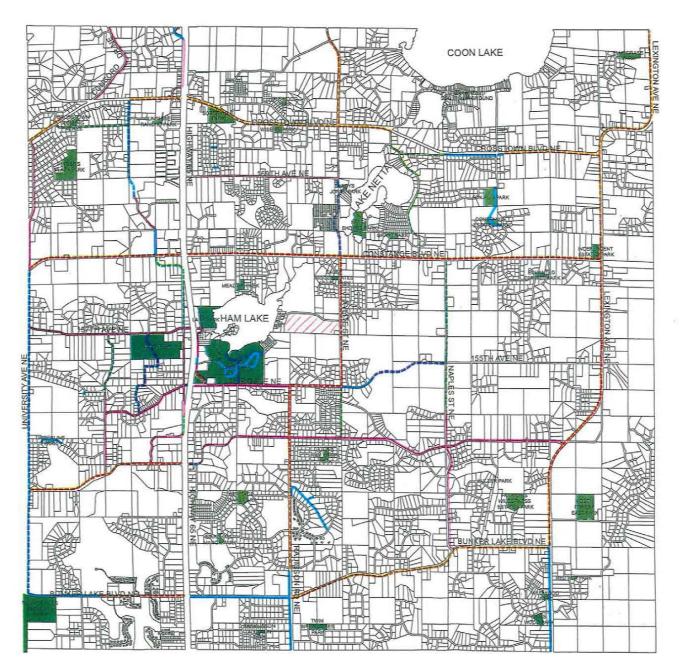
Following the completion of the ACHD Engineering Plan Review process, the contractor(s) who will be completing any work within the county right of way must begin the ACHD Permit process. One permit for work within the County Right of Way (\$150.00) and one Residential Access permit (\$150.00) must be obtained prior to the commencement of any construction. License permit bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Sue Burgmeier via phone at 763.324.3176 or via email at HighwayPermits@anokacountymn.gov for further information and to coordinate the ACHD Permit process.

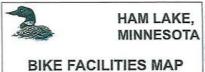
Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely.

Logan Keehr, PE Traffic Engineer II

xc: CR 61/Plats+Developments/2024 Jerry Auge, Assistant County Engineer David Zieglmeier, County Surveyor Sean Thiel, Traffic Engineering Manager Sue Burgmeier, Traffic Technician Brandon Ulvenes, Engineer II





Legend

Existing Bike Lane

Existing Bike Path

Proposed County Bike Path

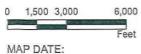
Proposed Bike Lane/Path

Proposed Bike Lane

Proposed Bike Path

Existing Park

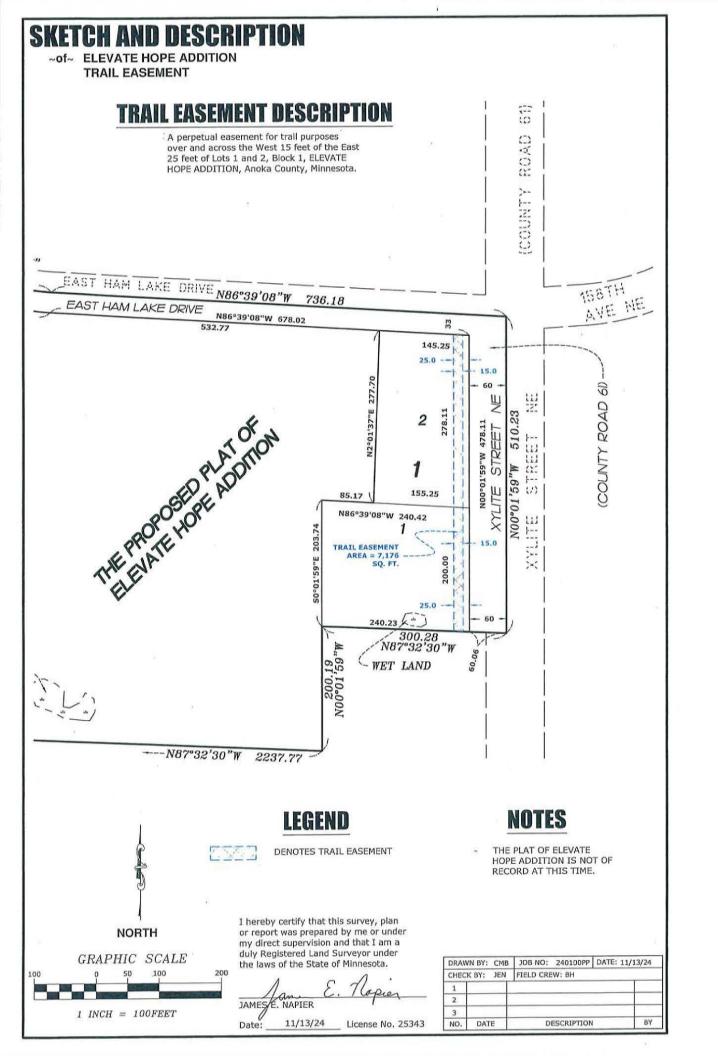
Potential Future Park





4/23/2024





Matt Davich

From:

MacMillan, Michelle GRE-MG <mmacmillan@GREnergy.com>

Sent:

Wednesday, November 13, 2024 9:47 AM

To:

Matt Davich

Subject:

RE: Elevate Hope House Ham Lake

Matt,

Thank you for submitting your plans. Trails and driveways are allowed within Great River Energy's easements with written permission. However, any improvements within Great River Energy's easement will require an online variance permit application and review to get the written approval needed. At the time of construction for the trail or the driveways, the requestor will have to fill out the online application found here https://survey123.arcgis.com/share/ad33eeb68c464e58aab3addafb224930 and submit a set of plans that show the improvement and grade changes within the easement. If the variance is approved, a formal letter will be sent to the requestor. If the trail/driveway do not fit within Great River Energy's guidelines we will work with you to meet the requirements.

Please let me know if you have any questions.

Michelle MacMillan

Land Rights Representative Great River Energy 12300 Elm Creek Boulevard Maple Grove, MN 55369-4718

Direct: 763-445-5984 Main: 763-445-5000 Fax: 763-445-6784

Cell: 612-845-1204

mmacmillan@GREnergy.com

GREAT RIVER ENERGY.

A Please consider the environment before you print this e-mail.

From: Matt Davich < mdavich@egrud.com > Sent: Wednesday, November 13, 2024 6:49 AM

To: MacMillan, Michelle GRE-MG <mmacmillan@GREnergy.com>

Subject: Elevate Hope House Ham Lake

This email was sent by an external sender. Opening attachments or clicking links from untrusted sources may cause damage to you and Great River Energy.

Michelle,

I do not know if you are the person I am should be contacting on this issue, but I know you have helped me out with easements in Ham Lake in the past. We are doing a small plat in Ham Lake where the Ham Lake Baptist camp is donating to lots to a charity that will be providing housing for women having issues leaving abusive relationships. I have attached the City review letter which is asking for approval from Great River Energy for approval for grading for the future lot 1 driveway crossing the easement. The City also wants us to provide a 15' trail easement for a possible future trail that would cover the west 15' of your easement. If you are not the right person to provide this letter, could you direct me who I should contact. I am hoping to get an answer fairly

soon. Elevate Hope has a house that have been prefabbed that they would like to move onto lot 2 soon. If you have any questions, please reach out to me.

Matt Davich E.G. Rud and Sons, Inc. 6776 Lake Drive NE

Suite 110

Lino Lakes, MN 55014 Office: (651) 361-8200 Direct: (651) 361-8229 Mobile: (612) 434-4409 Fax: (651) 361-8701

Email: mdavich@egrud.com

Web Site: http://www.egrud.com





The electric data is transmitted for your convenience and is the sole property of E. G. Rud & Sons, Inc. By accepting, the recipient agrees to indemnify, hold harmless, and defend E. G. Rud & Sons, Inc., from and against any and all damages, liabilities, claims, losses and expenses (including attorney's fees) arising from the use of this data. This electronic data is subject to change and updates are the responsibility of the recipient. E. G. Rud & Sons, Inc., is not responsible for updating the data or for compatibility with recipient's hardware and / or software. Please check this file for virus contamination prior to use.

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Tradewell Soil Testing 18330 Dahlia Street NW Cedar, MN 55011

November 5th, 2024

RFC Engineering 13635 Johnson Street NE Ham Lake, MN 55304 Attention: Tom Collins

Dear Mr. Collins:

As a licensed site evaluator who conducted the soil borings in Elevate Hope House Addition, for Elevate Hope, I found the following: Each boring has at least 12" of natural, undisturbed soil with no redox features (mottled soil). In order to design and install a standard soil treatment system according to MN Chapter 7080 Code, at least 12" of natural soil with no signs of redox (mottling) is required. Therefore, each of the proposed lots will support 2 "standard" septic systems within the 7,500 square feet septic area as shown on the Grading Plan.

Sincerely,

Mark Tradewell MPCA #307