

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, JANUARY 4, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, January 4 2021 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Joe Murphy; City Administrator, Denise Webster; Finance Director, Andrea Worcester; and Deputy City Clerk, Dawnette Shimek

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

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

OATH OF OFFICE

City Administrator Webster administered the Oath of Office to Gary Kirkeide and Jesse Wilken.

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None

4.0 CONSENT AGENDA

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

4.1 Approval of minutes of December 21, 2020

4.2 Approval of claims in the amount of \$218,705.69

4.3 Approval of designation of appointment of representative and alternate to the Solid Waste Abatement Advisory Team (Jennifer Bohr and alternate Teri McMahon)

4.4 Approval of designation of official newspaper

4.5 Approval of Ordinance 21-01 disbanding the Park and Tree Commission

4.6 Approval of Extension of the Families First Coronavirus Response Act

4.7 Approval of Sheriff's Office Remodel using Building Capital Funds

4.8 Approval of designation of official depositories: 21st Century Bank, Falcon National Bank, RBC Capital Markets, PMA Financial Network/PMA Securities, Inc., Mortenson Capital Markets, LLC, and UBS Financial Services, Inc.

Motion by Kirkeide, seconded by Doyle, to approve the January 4, 2021 Consent Agenda removing Item 4.7. All in favor, motion carried.

Councilmember Kirkeide stated that he would like to see the plans for the Sheriff’s Office remodel. **Motion by Kirkeide, seconded by Van Kirk, to approve Item 4.7 of the consent agenda. All in favor, motion carried.**

- 5.0 PLANNING COMMISSION RECOMMENDATIONS – None**
- 6.0 PARK AND TREE COMMISSION RECOMMENDATIONS – None**
- 7.0 ECONOMIC DEVELOPMENT AUTHORITY – None**
- 8.0 APPEARANCES – None**
- 9.0 CITY ATTORNEY – None**
- 10.0 CITY ENGINEER – None**
- 11.0 CITY ADMINISTRATOR – None**

12.0 COUNCIL BUSINESS

12.1 Committee Reports – None

12.2 Consideration of appointment of Acting Mayor, Committee liaisons and liaisons with other organizations: Acting Mayor, Personnel (2), Economic Development, Met Council & Metropolitan Council reform effort Committee (2), Law Enforcement (2), Fire Department Liaisons (2), North Central Suburban Cable Communications Commission (and alternate), Ham Lake Chamber of Commerce (2), Road Committee (2), Ham Laker Task Force (2), Audit (2), Building/Energy Committee (2), Park Committee (2), Fire Relief Association Board of Trustees (3), Code Review Committee (2) (and alternate), Building Department Committee (2) and CERT Committee (5)

Motion by Van Kirk, seconded by Kirkeide, to approve the following appointments for 2021:

- Acting Mayor (1).....Councilmember Kirkeide**
- EDA President (1).....Mayor Van Kirk**
- EDA Vice President (1).....Councilmember Kirkham**
- Personnel (2).....Mayor Van Kirk & Councilmember Doyle**
- Economic Development (2).....Mayor Van Kirk & Councilmember Kirkham**
- Met Council & Metropolitan Council reform effort Committee (2).....Councilmembers Kirkeide & Kirkham**
- Law Enforcement (2).....Mayor Van Kirk & Councilmember Wilken**
- Fire Department Liaisons (2).....Mayor Van Kirk & Councilmember Kirkham**
- North Metro Telecommunications.....Councilmember Wilken (alternate: Mayor Commission (1) Van Kirk)**
- Chamber of Commerce (2).....Councilmember Kirkham & Administrator Webster**
- Road Committee (2).....Councilmembers Kirkeide & Doyle**
- Ham Laker Task Force (2).....Mayor Van Kirk & Councilmember Wilken**
- Audit (2).....Councilmembers Doyle & Kirkham**
- Building/Energy Committee (2).....Mayor Van Kirk and Councilmember Kirkeide**
- Park Committee (2).....Councilmembers Kirkham & Wilken**
- Fire Relief Association Board of Trustees (3).....Councilmember Kirkham, Fire Chief Bode & Administrator Webster**

**Code Review Committee (2).....Mayor Van Kirk & Councilmember Kirkeide
(alternate: Councilmember Kirkham)**
Building Department Committee (2).....Mayor Van Kirk & Councilmember Kirkeide
**CERT Committee.....Mayor Van Kirk, Councilmember Wilken, Fire
Chief Bode, Al Parranto and Liaison from the
Sheriff's Department**

All in favor, motion carried.

12.3 Announcements and future agenda items

Councilmember Kirkham stated that he would like to discuss signage for Home Occupation Permits at the next meeting.

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 6:18 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk