

**CITY OF HAM LAKE  
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
MONDAY, APRIL 5, 2021**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, April 5, 2021 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** City Attorney, Joe Murphy; City Engineer, Tom Collins; City Administrator Denise Webster; 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.

**3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**

Mayor Van Kirk read a copy of the Resolutions and the City Council congratulated the firefighters on their retirement and for their years of service to the Ham Lake Fire Department.

**3.1 Approval of Resolution No. 21-08 and acceptance of the retirement of Fred Trosvik after 44 active years of service to the Ham Lake Fire Department**

**Motion by Van Kirk, seconded by Doyle, to approve Resolution No. 21-08, congratulating Fred Trosvik for his 44 active years of service to the Ham Lake Fire Department. All in favor, motion carried.**

Anoka County Commissioner, Julie Braastad, presented Fred Trosvik with a certificate of thanks from the Anoka County Board of Commissioners and congratulated him for his years of service.

**3.2 Approval of Resolution No. 21-09 and acceptance of the retirement of Shane Puro after 25 active years of service to the Ham Lake Fire Department**

**Motion by Van Kirk, seconded by Doyle, to approve Resolution No. 21-09, congratulating Shane Puro for his 25 active years of service to the Ham Lake Fire Department. All in favor, motion carried.**

**3.3 Approval of Resolution No. 21-10 and acceptance of the retirement of Richard Graf after 13 active years of service to the Ham Lake Fire Department**

**Motion by Van Kirk, seconded by Doyle, to approve Resolution No. 21-10, congratulating Richard Graf or his 13 active years of service to the Ham Lake Fire Department. All in favor, motion carried.**

**3.4 Approval of Resolution No. 21-11 and acceptance of the retirement of Kevin Johnson after 13 active years of service to the Ham Lake Fire Department**

**Motion by Van Kirk, seconded by Doyle, to approve Resolution No. 21-08, congratulating Kevin Johnson for his 13 active years of service to the Ham Lake Fire Department. All in favor, motion carried.**

#### **4.0 CONSENT AGENDA**

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

- 4.1 Approval of minutes of March 15, 2021
- 4.2 Approval of claims in the amount of \$139,203.19
- 4.3 Approval of Resolution No. 21-12 scheduling a public hearing to vacate a portion of the drainage and utility easement on Lot 1, Block 1, Hidden Forest West 2<sup>nd</sup> Addition (3011 137<sup>th</sup> Avenue NE)
- 4.4 Approval of Ordinance No. 21-03 amending Article 9, Section 9-350 and Article 11, Section 11-340 regarding Home Occupation Permits of the Ham Lake City Code
- 4.5 Approval to award seal coating, striping/symbols and crack sealing to the low bidders, Pearson Bros., Sir Line-A-Lot and Northwest Asphalt & Maintenance
- 4.6 Approval of an Off-Site Gambling Permit for the Ham Lake Chamber of Commerce to conduct bingo and pull-tabs on May 1, 2021 at Acapulco Mexican Restaurant, 18015 Ulysses Street NE, Suite 1000

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

#### **2.0 PUBLIC COMMENT – None**

#### **5.0 PLANNING COMMISSION RECOMMENDATIONS**

- 5.1 John Anderson, JDA Design Architects Inc., on behalf of Richland Refrigerated Solutions, LLC, requesting a Conditional Use Permit to operate Richland Refrigerated Solutions, LLC at 1305 159<sup>th</sup> Avenue NE

**Motion by Van Kirk, seconded by Doyle, to concur with the recommendation of the Planning Commission and approve a Conditional Use Permit as requested by John Anderson, JDA Design Architects Inc., on behalf of Richland Refrigerated Solutions, LLC, to operate Richland Refrigerated Solutions, LLC at 1305 159<sup>th</sup> Avenue NE subject to submitting an updated site plan by end of business on March 23, 2021 showing employee parking spaces at the rear of the building on a paved surface as required by Article 9-220.6a.iii, striping the parking lot including painting hash marks for the handicap parking area for van accessibility, installing handicap parking signs, parking no more than 18 semi-tractor trailers at the site, no parking on the grass or sand areas, repairing the driveway apron, signing a license agreement with the City for parking spaces encroaching into the drainage and utility easement near 159<sup>th</sup> Avenue NE, repairing the screening on the front gate, making sure all exterior lighting is in working order and complies with Article 9-220.1g, business hours of 7:00 a.m. to 6:00 p.m. Monday through Saturday, no idling of trucks before 7:00 a.m., limiting maintenance and repair services to truck and trailer repair only for RRS's fleet and the general public, no outside storage of liquids, oil, contaminants, tires or truck parts, no storage of inoperable trucks or trailers, completing all site maintenance and repairs noted within 60 days of City Council approval of the Conditional Use Permit, and meeting all City, State and County requirements. All in favor, motion carried.**

5.2 Gary Braastad requesting Commercial Site Plan approval for a proposed 11,622 square foot building on Outlot 1 of Marshall Manor (PIN# 29-32-23-42-0039)

Gary Braastad was present before the City Council and stated that he has relocated the ditch that runs through the property and prepared a building pad for a 11,622 square foot commercial building. **Motion by Doyle, seconded by Kirkeide, to concur with the recommendation of the Planning Commission and approve the application by Gary Braastad, requesting Commercial Site Plan approval for a proposed 11,622 square foot building on Outlot 1 of Marshall Manor, PID# 29-32-23-42-0039, as presented, subject to meeting all site, building and usage standards for Mercantile Districts/Commercial Development (CD-1) zoning district as outlined in Articles 9-220 through 9-220.2 and meeting all City, State and County requirements. All in favor, motion carried**

5.3 Rick and Julie Braastad, J & R Acres, LLC, requesting Final Plat approval for Radisson Sunset Estates (7 single family residential lots) located in Section 21

**Motion by Kirkham, seconded by Doyle, to concur with the recommendation of the Planning Commission and approve the Final Plat of Radisson Sunset Estates (7 single family residential lots) located in Section 21 (15203 Radisson Road NE) subject to meeting the requirements of the Anoka County Highway Department, Coon Creek Watershed District, the City Engineer and meeting all City, State and County requirements. All in favor, motion carried.**

**6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

**7.0 APPEARANCES**

7.1 Holly Fischer, Director of Operations at DaVinci Academy – Discussion of reduced School Zone Speed Limit signage

Holly Fischer, Director of Operations at DaVinci Academy of Arts & Science located at 532 Bunker Lake Boulevard NE, was present before the City Council. Ms. Fischer is requesting school speed zone signage on Jefferson Street NE, not for walkers, but to make people more aware of the increased turning vehicles during morning and afternoon high traffic times. Ms. Fischer stated that the request for school zone signage was denied when the school was constructed. Ms. Fischer stated that there have been two accidents on Jefferson Street NE in the last month. Engineer Collins stated that the Minnesota Manual on Uniform Traffic Control Devices (MMUTCD) governs the sign policy for sign placement. A City has the authority to reduce the speed limit in a school zone based on Minnesota Statutes and MUTCD. Discussion followed regarding reducing the speed limit to 20 mph and notifying drivers with flashing lights during high volume traffic times; and placing temporary signage to alert drivers that there will be a reduced speed limit in the future. **It was the consensus of the City Council to place discussion of a reduced School Zone Speed Limit signage on Jefferson Street NE for DaVinci Academy on the next agenda.**

**8.0 CITY ATTORNEY – None**

**9.0 CITY ENGINEER – None**

**10.0 CITY ADMINISTRATOR – None**

**11.0 COUNCIL BUSINESS**

11.1 Committee Reports - None

11.2 Announcements and future agenda items

Councilmember Kirkeide stated that the NorthStar Commuter Rail ridership is down 96% and costs \$1,000,000 a month to run. Discussion followed. **It was the consensus of the City Council to place supporting the elimination of the NorthStar Commuter Rail on the next agenda.**

**Motion by Kirkeide, seconded by Doyle, to adjourn the meeting at 6:28 p.m. All in favor, motion carried.**

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Dawnette Shimek, Deputy City Clerk