

**CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, NOVEMBER 16, 2020**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, November 16, 2020 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 Tom Johnson, Gary Kirkeide, Jim Doyle and Brian Kirkham

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; 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.

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

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

Lt. Schuldt gave a summary of the Sheriff's report for the month of October 2020.

3.2 6:01 p.m. – PUBLIC HEARING – To vacate a portion of the right-of-way and easements within and adjacent to Copart located at 1526 Bunker Lake Boulevard NE and adoption of Resolution No. 20-41, 20-42, 20-43 and 20-44

Engineer Collins stated that the public hearing is to consider vacating the 10-foot perimeter drainage and utility easements within the Copart owned Lot 1, Block 1, Lot 1, Block 2, Lot 2, Block 2 and Lot 3 Block 2 of Stone Estates; the 134th Avenue Cul-de-sac right-of-way and adjacent 10-foot drainage and utility easement within Lot 2, Block 2 of Stone Estates; and the drainage and utility easement within Lot 7, Block 2 of Stone Estates. Engineer Collins stated that he is also recommending that the Courtesy Combination be approved, the City Attorney be directed to prepare the following: conveyance documents per Item 4.4 of the Development Agreement, deeds for dedication of drainage and utility easements over the expanded stormwater ponds, and license agreements.

Mayor Van Kirk called the Public Hearing to order at 6:16 p.m. and asked for public comment.

Tim Frischmon, owner of Primary Automation Systems, Inc. at 13361 Aberdeen Street NE (Lot 7, Block 2, Stone Estates), was present and asked if this process benefits his property. Engineer Collins stated that Mr. Frischmon's property will benefit from the drainage and utility easement located within the property being vacated.

Mayor Van Kirk asked for further public comment and with there being none, closed the public hearing at 6:17 p.m.

Motion by Johnson, seconded by Van Kirk, to approve Resolutions No. 20-41, 20-42, 20-43 and 20-44, to vacate a portion of the right-of-way and easements within and adjacent to Copart located at 1526 Bunker Lake Boulevard NE and directing the City Attorney to prepare the following: conveyance documents per Item 4.4 of the Development Agreement, deeds for dedication of drainage and utility easements over the expanded stormwater ponds, and license agreements. 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 November 2, 2020 and Board of Canvass minutes of November 12, 2020
- 4.2 Approval of claims in the amount of \$224,666.84
- 4.3 Approval of Resolution No. 20-45 for the Lawful Gambling Premise Permit for the Ham Lake Chamber of Commerce to conduct pull tabs at Acapulco Mexican Restaurant, 18015 Ulysses Street NE, Ham Lake
- 4.4 Approval of the 2021 Residential Recycling Program
- 4.5 Approval of Resolution No. 20-46 designating polling sites for the 2021 Elections
- 4.6 Approval of changes of the Ham Lake Fire Department Relief Association Bylaws Appendix C for a pension benefit increase from \$3,850 to \$4,000 per year of service, effective January 1, 2021

Motion by Kirkham, seconded by Johnson, to approve the November 16, 2020 Consent Agenda as written. Motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Matthew Broad requesting a Conditional Use Permit to operate Advantage Auto at 1333 154th Avenue NE, Suite 100

Motion by Van Kirk, seconded by Kirkham, to concur with the recommendation of the Planning Commission and approve the application, as presented by Matthew Broad, requesting a Conditional Use Permit to operate Advantage Auto, a light duty automotive repair business, at 1333 154th Avenue NE subject to business hours of 7:30 a.m. – 5:00 p.m., Monday through Friday, one employee, all repairs to be done on the inside of the building, all cars stored inside of the garage overnight, all parking to be on a hard surface, no outside storage of debris or parts, no body work or painting of vehicles permitted, no motor vehicle sales, and meeting all State, County, and City requirements. All favor, motion carried.

- 5.2 Jeff Stalberger, HFN Properties, LLC requesting Sketch Plan approval for Hidden Forest East Park Addition (2 Single Family Residential Lots) in Section 25

Motion by Van Kirk, seconded by Doyle, to concur with the recommendation of the Planning Commission and approve the Sketch Plan as presented by Jeff Stalberger, HFN Properties, LLC, for a 2-lot single family residential development located in Section 25, subject to meeting the requirements of the City Engineer and meeting all State, County and City requirements. All in favor, motion carried.

6.0 PARK AND TREE COMMISSION RECOMMENDATIONS – None

7.0 ECONOMIC DEVELOPMENT AUTHORITY – None

8.0 APPEARANCES

8.1 Finance Director Andrea Worcester – 3rd Quarter Financial Report

Finance Director, Andrea Worcester, gave the 3rd Quarter Financial Report. Ms. Worcester reported on the Overall Cash Position by Fund Type, Cash Balances by Fund Compared to Prior Year, General Fund Cash Balances, and General Fund Budget and Actual.

9.0 CITY ATTORNEY – None

10.0 CITY ENGINEER – None

11.0 CITY ADMINISTRATOR – None

12.0 COUNCIL BUSINESS

12.1 Committee Reports

Councilmember Kirkeide stated that the Road Committee met earlier this evening and discussed pursuing the construction of a frontage road from Crosstown Boulevard NE/Chisholm Street NE to 171st Avenue NE/Baltimore Street NE. The City Council would like to invite Karen Skepper, Anoka County Director of Community and Government Relations, along with the property owners affected by this street improvement to a City Council meeting in January 2021 to discuss rules and restrictions of using Anoka County HRA (Housing and Redevelopment Authority) Funds.

Councilmember Kirkeide stated that the Road Committee discussed marketing the two commercial lots that were created when Aberdeen Street NE was improved between 144th Avenue NE and 145th Avenue NE and whether the abutting property owners would be interested in purchasing the land.

Councilmember Kirkeide stated that the Road Committee also discussed Swedish Drive NE right-of-way research and having the property surveyed.

12.2 Announcements and future agenda items – None

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 6:33 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk