

CITY OF HAM LAKE

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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, MAY 5, 2025

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, May 5, 2025 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Mayor Brian Kirkham and Councilmembers Jim Doyle, Andrew Hallberg Al Parranto, and Mike Van Kirk

MEMBERS ABSENT: None

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; City Administrator, Denise Webster; and Deputy City Clerk, Dawnette Shimek

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

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

2.0 PUBLIC COMMENT

Joe Richardson, representing ACEIT (Anoka County Election Integrity Team), was present to ask that the City Council cancel the 2018 Poll Pad agreement with Anoka County because it was not properly approved. The City Council directed City Attorney Berglund to review the agreement with Anoka County.

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 April 21, 2025 and Special Meeting Minutes of April 21, 2025
- 4.2 Approval of claims in the amount of \$153,502.77
- 4.3 Approval of Ordinance No. 25-07 rezoning of Lot 1, Block 1, Hentges Addition
- 4.4 Approval of hiring summer seasonal employees in Public Works
- 4.5 Approval to award striping/symbols and crack sealing to the low bidders, Sir-Lines-A-Lot and Allied Blacktop
- 4.6 Approval of the Building Destruction Agreements for 2045 Constance Boulevard NE and 17535 Chisholm Street NE
- 4.7 Code Committee Recommendation:
 - 1) Approval of the First Reading of an Ordinance regarding Article 7-614 Issuance of Licenses

Motion by Doyle, seconded by Hallberg, to approve the Consent Agenda as written. All in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Reggie Lubrant of Reggie's Mobile Home Transport, Inc., requesting a Certificate of Occupancy to lease Unit C at 14148 Lincoln Street NE**

Motion by Kirkham, seconded by Parranto, to concur with the Planning Commission and approve the Certificate of Occupancy for Reggie's Mobile Home Transport, Inc., as presented by Reggie Lubrant, to lease office space at 14148 Lincoln Street NE, subject to no storing of mobile construction trailers, or manufactured homes, at the 14148 Lincoln St NE site, no auctions being physically held at the Lincoln Street NE site, any commercial trucks that may park at the Lincoln Street NE site can only operate during daytime hours which are between 7:01 a.m. and 10:00 p.m., property owner restriping the parking lot, no outside storage, no on-street parking and meeting all City, County and State requirements. All in favor, motion carried.

- 5.2 Richard Lee of JBR Aberdeen, LLC, requesting Commercial Site Plan approval to add pavement and Class 5 at 15035 Aberdeen Street NE**

Motion by Kirkham, seconded by Hallberg, to concur with the Planning Commission and approve the request of Rich Lee of JBR, Aberdeen, LLC, for the Commercial Site Plan to add pavement and Class 5 at 15035 Aberdeen Street NE, subject to the applicant obtaining a permit from the Coon Creek Watershed District, signing an encroachment agreement prepared by the City Attorney with the city and filing it with Anoka County prior to starting any paving on the parcel, all paving and required drainage and stormwater management requirements be completed prior to tenant occupancy, providing adequate screening adjacent to residential property along the northern and eastern property lines prior to tenant occupancy and maintaining the screening if any trees planted for screening die, requiring all future tenants to apply for a Certificate of Occupancy with the City before occupying the premises, and meeting all City, County and State requirements. All in favor, motion carried.

- 5.3 Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) in Section 2**

Motion by Kirkham, seconded by Parranto, to concur with the Planning Commission and approve the Sketch Plan, presented by Jeffrey A Stalberger of MN Developments LLC, for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) plat in Section 2 subject to paying monies in lieu of parkland, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All in favor, motion carried.

- 5.4 Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates Second Addition, (41 Single Family Residential lots and 1 outlot) in Section 2**

Motion by Kirkham, seconded by Parranto, to concur with the Planning Commission and approve the Sketch Plan, presented by Jeffrey A Stalberger of MN Developments LLC, for South Shore Estates Second Addition, 41 Single Family Residential lots and one outlot in Section 2 subject to meeting the requirements noted in the City Engineer's memo dated April 24, 2025 and meeting all City, State and County requirements. All in favor, motion carried.

5.5 Discussion of Article 9-330.7 Seasonal Temporary Conditional Uses

Attorney Berglund stated that about a year ago the City became aware of a property owner operating a business where they hold events, such as wedding events and large gatherings in an agricultural building on their property. Attorney Berglund stated that to properly operate that business they would need a Seasonal Temporary Conditional Use Permit. Attorney Berglund stated that one of the requirements of obtaining a Seasonal Temporary Conditional Use Permit is that the property be at least 20 acres in size. The City has had discussions with the homeowner about other conditions that would also need to be addressed. Attorney Berglund stated that the building they operate out of is an agricultural building that was built without a permit and would need an inspection to certify it as a commercial building. Attorney Berglund stated that the parcel they are operating on is 10 acres in size. Attorney Berglund stated that the Code Committee had a brief meeting after the last City Council meeting to discuss amending the code to allow a Seasonal Conditional Use Permit to be on 10 acres rather than 20 acres. Attorney Berglund stated that staff asked the Planning Commission to make a recommendation to the City Council to amend the City Code regarding Seasonal Temporary Conditional Use Permits to be allowed on lots 10 acres in size. The Planning Commission discussed that conceptually if you have larger gatherings, a larger parcel should be required to allow so many feet from surrounding homes. Attorney Berglund stated that it was the consensus of the Planning Commission to leave the ordinance as is and retain the 20-acre requirement in Article 9-330.7 for Seasonal Temporary Conditional Use Permits. Councilmember Parranto stated he read the minutes and is in total agreement with the Planning Commission and agrees that going to 10 acres would be a problem. Councilmember Parranto stated if the requirement were lowered to 10 acres, the City would have wedding venues popping up all over the City and upsetting the peaceful and quiet community. Mayor Kirkham added that you could have 11 acres of land with mostly wetland and then qualify for a Seasonal Temporary Conditional Use Permit if the ordinance were amended. Councilmember Van Kirk agreed that lowering the code to 10 acres would be a problem. Councilmember Hallberg asked if the code has required the 20-acre minimum for a long time, or if it had been amended since it was adopted. Mayor Kirkham stated that the code has not been changed. **The City Council concurred with the Planning Commission to leave the ordinance as is and retain the 20-acre requirement in Article 9-330.7 for Seasonal Conditional Use Permits.**

6.0 **ECONOMIC DEVELOPMENT AUTHORITY** – None

7.0 **APPEARANCES** – None

8.0 **CITY ATTORNEY**

Attorney Berglund stated he is finishing the draft of the cannabis ordinance, and the public hearing can be published for the May 27, 2025 Planning Commission meeting. Mayor Kirkham stated that municipal cannabis dispensary store was mentioned at a previous meeting and wants to make it clear the City of Ham Lake is not going to operate a municipal cannabis dispensary store. Councilmember Van Kirk asked if you could have a private dispensary, Attorney Berglund stated you cannot privately sell cannabis, but you can privately grow and consume cannabis.

9.0 **CITY ENGINEER**

Engineer Krugler stated that he was recently contacted by MnDOT (Minnesota Department of Transportation) and they are going to review the City's request for funding for the east frontage road South of Crosstown Boulevard NE through Crosstown Business Park within the next one to two weeks. Engineer Krugler stated following review by MnDOT, the project can go out for bids.

Engineer Krugler stated that they are also waiting for MnDOT regarding the upgrade of 143rd Avenue NE. Engineer Krugler stated that following review of MnDOT, the project can go out for bids.

10.0 CITY ADMINISTRATOR – None

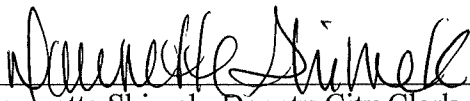
11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Parranto stated that he and Mayor Kirkham met with Fire Chief Raczkowski to discuss requiring fire inspections for food trucks to make sure they are operating in a safe manner. Mayor Kirkham stated that other cities in Anoka County are starting to inspect food trucks and once inspected, a sticker is placed on the food truck to show it passed inspection and an additional inspection would not be needed.

11.2 Announcements and future agenda items – None

Motion by Van Kirk, seconded by Hallberg, to adjourn the meeting at 6:28 p.m. All in favor, motion carried.


Dawnette Shimek, Deputy City Clerk