



# CITY OF HAM LAKE

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## CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, JULY 21, 2025

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, July 21, 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; 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.

### 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

#### 3.1 Lt. Anthony Mendoza, Anoka County Sheriff's Office Monthly Report

Lt. Mendoza gave a summary of the Sheriff's Report for the months of May and June 2025. Lt. Mendoza also updated the Council on the legal usage of electric-assisted bicycles, motorcycles and motorized foot scooters.

### 2.0 PUBLIC COMMENT

Dwight McCullough, 554 134<sup>th</sup> Lane NE, stated that there was going to be a vote by the Anoka County Board tomorrow regarding voting and asked if the City Council knew what it was about.

Craig Meyer, Dresel Contracting, Inc., stated that on the agenda was the contract to consider the bid for the construction of 143<sup>rd</sup> Avenue NE and encouraged the Council to approve the bid so the project would not be delayed.

### 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 July 7, 2025 and Workshop Meeting minutes of July 7, 2025
- 4.2 Approval of claims in the amount of \$848,358.85
- 4.3 Approval of accepting the Meadow Park (north of Constance Boulevard NE) street reconstruction project and commencing the one-year warranty period
- 4.4 Approval of Transfer Funds and Close CARES Act Fund

- 4.5 Approval of Resolution No. 25-21 for the Cooperative Construction Agreement Grant for construction of Trunk Highway 65 East Frontage Road from 171<sup>st</sup> Avenue NE to 173<sup>rd</sup> Lane NE, from Baltimore Street NE to Chisholm Street NE, from 173<sup>rd</sup> Lane NE to 334 feet South of Crosstown Boulevard NE

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

## **5.0 PLANNING COMMISSION RECOMMENDATIONS**

- 5.1 Joseph Radach of Contour Development LLC, requesting Preliminary Plat approval, and rezoning of portions of land from R-A (Rural Single Family) to R-1 (Single Family Residential) for Elwell Farms (107 Single Family Residential lots and 5 outlots) in Section 36 (this is considered the First Reading of a Rezoning Ordinance)

Mayor Kirkham stated that the discussion of the snowmobile trail from the Planning and Zoning Commission meeting last week was to not require the developer to dedicate a snowmobile trail on the Lexington Avenue NE ditch. Mayor Kirkham stated that he agreed with the Planning and Zoning Commission, and the snowmobile club was graciously allowed to use the property for a trail by the private property owners for years. Joseph Radach of Contour Development stated that there was discussion about having the trail located on the southern border of the development. Mayor Kirkham stated that the developer has gone above and beyond what is being required for parkland dedication. Councilmember Van Kirk stated that he agrees and feels that the snowmobile club and developer should work together for the possibility of a snowmobile trail. There was discussion that it is the developers' land, and the City should not be requiring them to dedicate land for a snowmobile trail. Councilmember Parranto stated that he has used the snowmobile trail, but there are property rights for the owner of the land. There was discussion of upgrading 138<sup>th</sup> Avenue NE, Frazier Street NE and 139<sup>th</sup> Lane NE, and that this should be discussed when the Conditional Use Permit for a wetland bank is proposed.

**Motion by Kirkham, seconded by Hallberg, to recommend approval of the Preliminary Plat, and First Reading of a rezoning ordinance for portions of land from R-A (Rural Single Family Residential) to R-1 (Single Family Residential), for Elwell Farms (107 Single Family Residential lots and 5 outlots) in Section 36 as presented by Joseph Radach of Contour Development LLC subject to combining outlots A and B to the 4611 139<sup>th</sup> Lane NE parcel, recording a document with Anoka County that outlots C, D and E are not buildable and not eligible for building permits, applying for a Conditional Use Permit for any outlots to be included in the wetland bank, meeting the requirements of Article 9-330.8(D) for roadway improvements for a wetland bank, vacating, releasing or confining any existing easements as directed by the City Engineer before the issuance of any building permits, obtaining demolition permits for any existing structures that are to be demolished, ensuring any existing buildings that are to remain conform to city code, abandoning existing septic systems and providing proof of abandonment to the Building Official before the issuance of any building permits, signing and filing encroachment agreements with Anoka County for septic lines that cross drainage and utility easements on Lots 29, 36, 55, 51 and 58 of Block 1 and Lot 3 of Block 3, signing and filing encroachment agreements for driveways that cross drainage and utility easements for Lots 35, 36, 37, 38 and 39 of Block 1 before the issuance of any building permits, meeting the requirements of 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 Finance Director Andrea Murff, 2<sup>nd</sup> Quarter Financial Report

Finance Director Murff gave the financial report for the 2<sup>nd</sup> Quarter of 2025. Finance Director Murff reported on the Overall Cash Position by Fund Type being up approximately \$164,000 from December 31, 2024. Finance Director Murff stated this is due to the General Fund's operation revenues & expenditures and the annual bond payment. Finance Director Murff stated the Cash Balances by Fund Compared to Prior Year with the General Fund had an increase due to receiving an early distribution of tax settlement, the Park and Beach Fund is down due to replacing two new parks, Equipment and Building Fund is up due to transfers into the funds and no large expenditures to date, and the Revolving Street Fund is flat. Finance Director Murff stated the overall General Fund had revenues in excess of expenditures due to receiving the tax settlement from Anoka County and the overall expenditures were favorable by coming in under budget for the quarter. Finance Director Murff stated that the city investments continue to rebound from previous years and are coming in higher than budgeted. The City Council thanked Finance Director Murff.

## 8.0 CITY ATTORNEY

### 8.1 Consideration of rejecting or accepting bids for the construction of 143<sup>rd</sup> Avenue NE from Trunk Highway 65 to 108 feet West of Lincoln Street NE and re-advertising and adoption of Resolution No. 25-22

Attorney Berglund stated that there were two bids received for this project and unfortunately there was an addendum acknowledgment regarding where the bid opening would take place was missed on the bid presented by North Valley, Inc., the lowest bidder. Attorney Berglund stated that a bid protest letter was received by the second lowest bidder Dresel Contracting, Inc.'s legal counsel threatening to pursue legal action if the lowest bid was approved. Attorney Berglund stated that in his opinion both bids should be rejected and put out for re-advertisement to avoid the risk and cost associated with potential litigation. Attorney Berglund stated that no funds are at risk as a result of the potential delay of the project. **Motion by Van Kirk, seconded by Parranto, to adopt Resolution No. 25-22 rejecting the bids and re-advertising for the construction of 143<sup>rd</sup> Avenue NE from Trunk Highway 65 to 108 feet West of Lincoln Street NE. All in favor, motion carried.**

## 9.0 CITY ENGINEER

### 9.1 Consideration of adopting Resolution No. 25-23 accepting the low bid for the construction of Trunk Highway 65 East Frontage Road from 171<sup>st</sup> Avenue NE to 173<sup>rd</sup> Lane NE, from Baltimore Street NE to Chisholm Street NE, from 173<sup>rd</sup> Lane NE to 334 feet South of Crosstown Boulevard NE (contingent upon MnDot execution of the Agreement)

Engineer Krugler stated that there was the same issue with the bid for this project where addendum 1 was not acknowledged by the low bidder, along with incomplete forms, and missing a notary on one of the documents. Engineer Krugler stated that he is recommending approving the second lowest bidder, which was A-1 Excavating, LLC. **Motion by Van Kirk, seconded by Parranto, to adopt Resolution No. 25-23 accepting the second lowest bid from A-1 Excavating, LLC for the construction of Trunk Highway 65 East Frontage Road from 171<sup>st</sup> Avenue NE to 173<sup>rd</sup> Lane NE, from Baltimore Street NE to Chisholm Street NE, from 173<sup>rd</sup> Lane NE to 334 feet South of Crosstown Boulevard NE, contingent upon MnDot execution of the Agreement. All in favor, motion carried.**

## 10.0 CITY ADMINISTRATOR – None

**11.0 COUNCIL BUSINESS**

**11.1 Committee Reports**

Mayor Kirkham stated that before the City Council meeting, there was a Road Committee and Law Enforcement meeting.

**11.2 Announcements and future agenda items – None**

**Motion by Parranto, seconded by Hallberg, to adjourn the meeting at 6:42 p.m. All in favor, motion carried.**

  
Dawnette Shimek, Deputy City Clerk