



# CITY OF HAM LAKE

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## **CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, OCTOBER 20, 2025**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, October 20, 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:** Acting Mayor, Al Parranto and Councilmembers Jim Doyle and Mike Van Kirk

**MEMBERS ABSENT:** Mayor Brian Kirkham and Councilmember Andrew Hallberg

**OTHERS PRESENT:** City Attorney, Mark Berglund; City Engineer, Dave Krugler; Finance Director, Andrea Murff; and Deputy City Clerk, Dawnette Shimek

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

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

### **2.0 PUBLIC COMMENT**

Corryn Anderson, Operations Manager, and Terry Olson, President, were present representing SBAA (Soderville Blaine Athletic Association). Ms. Anderson and Mr. Olson thanked the City Council for the recent park updates along with Superintendent Witkowski and the public works employees for their amazing work.

### **3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**

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

Lt. Anthony Mendoza gave a summary of the Sheriff's Report for September 2025.

### **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 October 6, 2025 and Workshop Meeting minutes of October 6, 2025
- 4.2 Approval of claims in the amount of \$524,496.14
- 4.3 Approval of scheduling a Budget Workshop meeting on Monday, November 3, 2025 at 5:00 p.m.

- 4.4 Approval of the contract with Embedded Systems for the maintenance and monitoring of the radio equipment for the outdoor warning sirens
- 4.5 Approval of an agreement to contract with Michelle Russell for animal control services
- 4.6 Approval of hiring a full-time Streets/Park Maintenance Worker, subject to a BCA check and CDL drug test
- 4.7 Approval of Resolution No. 25-41 accepting a \$5,000 donation from the Ham Lake Chamber of Commerce
- 4.8 Approval of Resolution No. 25-42 acting on the Letter of Credit (LOC) in the amount of \$7,500 for Larson Systems, Inc. located at 13847 Aberdeen Street NE

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

## **5.0 PLANNING COMMISSION RECOMMENDATIONS**

- 5.1 Daniel Tousignant of Allan Dorney Construction MN, Inc, on behalf of The Church of St. Paul, requesting Commercial Site Plan approval for the construction of a 60' X 80' storage building at 1740 Bunker Lake Boulevard NE

**Motion by Van Kirk, seconded by Doyle, to concur with the Planning Commission and approve the request of Daniel Tousignant of Allan Dorney Construction MN, Inc, on behalf of The Church of St. Paul, for Commercial Site Plan approval to construct a 60' X 80' storage building at 1740 Bunker Lake Boulevard NE subject to the following conditions: the building is to be used for storage only, the building meets the Mechanical Code, if a floor drain is installed, it must meet the Plumbing Code, no outside storage, all surfaces that a vehicle can drive on need to be a Code approved hard surface, planting at least two conifer trees near the southwest corner of the building to provide sufficient screening between the church property and the residential property south of the building and meeting all State, County and City Codes. All present in favor, motion carried.**

- 5.2 Brian Larson of Classic Construction Services, on behalf of Dercon Construction Services, Inc., requesting Commercial Site Plan approval for the construction of an office warehouse building at Lot 2, Block 1, Fox Tail Ridge - 14961 Aberdeen Street NE

**Motion by Doyle, seconded by Van Kirk, to approve the request of Brian Larson of Classic Construction Services, on behalf of Dercon Construction Services, Inc., for Commercial Site Plan approval to construct an office warehouse building at Lot 2, Block 1, Fox Tail Ridge - 14961 Aberdeen Street NE, subject the building being used for office/warehouse only, trucks unloading or loading shall not block any portion of Aberdeen Street NE at any time, no on-street parking is allowed, no outside storage, all fencing is to meet City Code, all trash containers are to be screened as required by City Code, screening is to be provided in areas abutting residential property as required by Article 11-1853(A) of City Code, screening material must be approved by the Building Official, meeting the requirements of the City Engineer, obtaining a Coon Creek Watershed District (CCWD) permit and National Pollutant Discharge Elimination System (NPDES) permit before groundwork can begin, operating hours of 7:30 am to 5:30 pm Monday through Friday and meeting all State, County and City requirements. All present in favor, motion carried. The Planning Commission had discussed the need for an encroachment agreement, and it has been found to not be required or allowed by city code.**

- 5.3 Nate Byom of Kwik Trip, Inc requesting Commercial Site Plan approval for the construction of convenience store (retail facility), with 10 fuel dispensers, at proposed Lot 1, Block 1, Elwell Commercial Park at the northwest corner of 143<sup>rd</sup> Avenue NE and Highway 65 NE

**Motion by Doyle, seconded by Van Kirk, to concur with the Planning Commission and approve the request of Nate Byom, of Kwik Trip, Inc, for Commercial Site Plan approval for the construction of a 9,100 square foot convenience store (retail facility), with 10 fuel dispensers, at proposed Lot 1, Block 1, Elwell Commercial Park at the northwest corner of 143<sup>rd</sup> Avenue NE and Highway 65 NE subject to the recording of the plat of Elwell Commercial Park with Anoka County and Kwik Trip, Inc. providing proof of ownership of Lot 1, Block 1, before a building permit is issued, the septic design passing plan review, obtaining a Coon Creek Watershed District (CCWD) permit and National Pollutant Discharge Elimination System (NPDES) permit before groundwork begins, all exterior lighting meeting City Code requirements, meeting the requirements of the City Engineer, and meeting all State, County and City Code requirements. All present in favor, motion carried.** Lisa Wadsen, Real Estate Development Manager for Kwik Trip, Inc., was present and stated that Kwik Trip engages heavily with community and she thanked Ham Lake. Ms. Wadsen stated that the proposed store will be a Generation 3 model that includes a full produce area, full seating area, 2 self-checkouts and an expanded kitchen. Ms. Wadsen stated that the store will have 25 to 40 employees, and all employees are offered profit sharing. Ms. Wadsen stated that construction will begin at the end of June 26, 2026 and the store will be open by years end. The City Council thanked Ms. Wadsen.

**6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

**7.0 APPEARANCES – None**

**8.0 CITY ATTORNEY – None**

**9.0 CITY ENGINEER – None**

**10.0 CITY ADMINISTRATOR – None**

## **11.0 COUNCIL BUSINESS**

### **11.1 Committee Reports**

Councilmember Van Kirk stated that a Road Committee Meeting was held prior to the City Council meeting.

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

**Acting Mayor Parranto called a recess at 6:13 p.m. to conduct a closed meeting.**

**CLOSED MEETING** - pursuant to Minn. Stat. Sec. 13D.05, subd 3(c), to discuss the sale of city owned property PIN 32-32-23-43-0026) (during a recess of the regularly scheduled City Council meeting).

**Acting Mayor Parranto called the closed meeting to order at 6:14 p.m.**

**Motion by Van Kirk, seconded by Doyle, to adjourn the closed meeting at 6:24 p.m. and the City Council reconvened.**

**Motion by Parranto, seconded by Van Kirk, to adjourn the City Council meeting at 6:25 p.m. All present in favor, motion carried.**

  
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Dawnette Shimek, Deputy City Clerk