

CITY OF HAM LAKE

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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, NOVEMBER 17, 2025

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, November 17, 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 and Al Parranto

MEMBERS ABSENT: Councilmember Mike Van Kirk

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; 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 Report for October 2025

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

2.0 PUBLIC COMMENT – 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 November 3, 2025 and Budget Meeting minutes of November 3, 2025
- 4.2 Approval of claims in the amount of \$153,677.13
- 4.3 Approval of updating the Employee Handbook
- 4.4 Approval of hiring part-time Snowplow drivers
- 4.5 Approval of Ordinance No. 25-14 rezoning Ruds Skogsted in Section 23
- 4.6 Approval of the First Reading an Ordinance establishing Permit Fees and Service Charges to be collected by the City of Ham Lake

- 4.7 Approval of an Off-Site Gambling Permit for the Way of the Shepherd to conduct a raffle on January 30, 2026 at Majestic Oaks Golf Club (701 Bunker Lake Boulevard NE)
- 4.8 Approval of Resolution No. 25-44 scheduling a public hearing to vacate drainage and utility easements lying over, under, and across Outlot A, Harmony Estates 2nd Addition
- 4.9 Approval of extending Conditional Offers to paid on-call Firefighter Candidates

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

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Joseph Radach of Contour Development LLC, requesting rezoning for Elwell Farms in Section 36 from R-A (Rural Single Family Residential) and R-1 (Single Family Residential) to Planned Unit Development (PUD) (this is considered the First Reading of a Rezoning Ordinance)

Motion by Kirkham, seconded by Doyle, to concur with the recommendation of the Planning Commission and approve the request of Joseph Radach of Contour Development, LLC, to rezone Elwell Farms in Section 36 from R-A (Rural Single Family Residential) and R-1 (Single Family Residential) to Planned Unit Development (PUD) to allow lots for single family residential home construction meeting the R-1 zoning requirements, one lot to have a clubhouse and pool for recreational use and three outlots in the R-A zoning district for wetland banking usage and meeting all City, County and State requirements. All present in favor, motion carried. (This is considered the First Reading of a Rezoning Ordinance)

- 5.2 Jeff Entsminger of Nova Development, LLC, requesting Final Plat Approval of Harmony Estates 3rd Addition (21 Single Family Residential lots and 3 outlots) in Section 22

Motion by Kirkham, seconded by Parranto, to concur with the recommendation of the Planning Commission and approve the Final Plat of Harmony Estates 3rd Addition (21 Single Family Residential lots and 3 outlots) in Section 22 as requested by Jeff Entsminger of Nova Development, LLC, subject to Outlot B, consisting of 8.62 acres, being dedicated as parkland, constructing a 10 foot wide bituminous path south of 153rd Avenue NE and 154th Avenue NE, obtaining FEMA Letters of Map Amendment for Lots 1 and 6, Block 1; Lot 1, Block 2; and Lots 4, 5 and 6, Block 3, submitting FEMA Letters of Map Amendment to the city before any building permits will be issued, obtaining an encroachment agreement for a septic line crossing the drainage and utility easement on Lot 5, Block 3, vacating the 154th Lane NE temporary cul-de-sac right-of-way, demolishing existing buildings, capping existing wells, and abandoning existing septic systems within the plat prior to the issuance of any building permits, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

Attorney Berglund stated that the State of Minnesota is amending requirements for Cannabis and THC licensing and licensing will be taken over by the State of Minnesota. Attorney Berglund stated that the City's Ordinance will need to be updated.

9.0 CITY ENGINEER

City Engineer Krugler stated that the Anoka County Highway Department will be holding an open house on Thursday, November 20, 2025 from 5:00 p.m. to 7:00 p.m. at Fire Station #3 to discuss the construction of a roundabout at Bunker Lake Boulevard NE and Naples Street NE. Engineer Krugler stated that roundabout construction is planned for 2028.

10.0 CITY ADMINISTRATOR – None

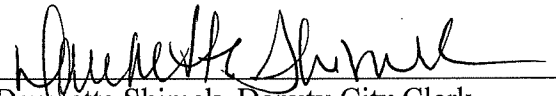
11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Parranto stated that he met with the Fire Chief Raczkowski prior to the meeting and will be updating Councilmember Hallberg regarding the discussion.

11.2 Announcements and future agenda items – None

Motion by Parranto, seconded by Hallberg, to adjourn the City Council meeting at 6:09 p.m. All present in favor, motion carried.


Dawnette Shimek, Deputy City Clerk