

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
MAY 27, 2010, 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

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Mayor Jeremy Riddle called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Paul Whitcomb, Victoria Hallin, Dick Dobson and Lee Steinbrecher. Staff present was Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Jay Blake, Public Works Director Bob Gerold and City Clerk Katie Hunter. Also present: City Attorneys Damien Toven and Dick Schieffer.

**AGENDA ADDITIONS/DELETIONS**

It was the consensus of the Council to add the following items to the agenda:

**10. Unfinished Business**

1. Airport Lighting Pay Estimate

**12. Miscellaneous**

1. Senator Amy Klobuchar to visit the City of Princeton

**CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF MAY 13, 2010**

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MAY 13, 2010. STEINBRECHER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**CONSENT AGENDA**

**A. Permits and Licenses:**

1. Pamida Sale of Fireworks Permit (*pending successful background check*)
2. Uncle Gerry selling Cotton Candy along Parade Route on June 10, 2010.
3. Christ of Light Catholic Parish (Formally St Edwards Church) BINGO, Raffles, & Pull Tabs on September 19, 2010 at the Parish.
4. Boy Scouts Troop 132 selling Cotton Candy/Soda Pop at Rum River Parade route on June 10, 2010.

**B. Personnel**

1. Liquor Store
  - a. Resignation of Jon Moos May 7, 2010

**C. Donations/Designations**

1. Princeton VFW Auxiliary 806 Donation of \$200.00 for the Miss Princeton Scholarship Fund – Resolution #10-26
2. Princeton VFW Auxiliary 806 Donation of \$1000.00 for the Upkeep of Mark Park/Solheim Field – Resolution #10-27
3. Princeton American Legion Donation of \$200 for Princeton Splash Park and Resolution #10-26

Karnowski explained that two of the food vendors asked if they could leave their equipment in the parking lot for the three day period of their Transient Merchant License for the Rum River Festival in June.

Dobson commented that as long as the equipment is not directly in front of a business, there should be no problems.

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

## **REPORTS OF OFFICERS, BOARDS, AND COMMITTEES**

### **A. Economic Development Authority**

Blake explained that the City Council is asked to call a public hearing for June 24, 2010 to consider a tax abatement business subsidy proposal for Inline Packaging located at 1205 18<sup>th</sup> Avenue South (Lot 8, Block 3, Princeton Industrial Park Third Addition.)

In 2001, the City sold this property to RW Builders for the purpose of constructing a manufacturing facility. Inline Packaging has occupied the space since that time. The owners are proposing to add a 16,000 square foot addition to the building allowing the expansion of both production and warehouse space. Inline Packaging indicates their employment numbers will increase as a result of the addition.

Inline Packaging is asking for a partial tax abatement that is consistent with the abatement agreement between the City and The Nott Companies, where up to 90 percent of the tax increase resulting from the addition would be abated for a period of up to ten years. Staff is waiting for the exact numbers from Sherburne County. The same request will be asked of Sherburne County pending approval from the City of Princeton.

Blake advised that the EDA's recommendation is to approve the request for the public hearing.

DOBSON MOVED TO APPROVE RESOLUTION #10-29 CALLING FOR A PUBLIC HEARING TO CONSIDER A TAX ABATEMENT REQUEST FROM INLINE PACKAGING, LLC ON THURSDAY, JUNE 24, 2010. STEINBRECHER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **B. Parks and Recreation Board**

1. Minutes for meeting held May 24, 2010

### **C. Visionary Committee**

1. Minutes for meeting held April 26, 2010

The minutes from the Boards were reviewed without comment from the council.

## **PETITIONS, REQUESTS, AND COMMUNICATIONS**

### **A. MnDOT/Mille Lacs County Groundbreaking**

Karnowski advised that MnDOT and Mille Lacs County is planning a "groundbreaking" for the replacement of the two bridges and the construction of the roundabout. It was also noted that the demolition of the Dunn Bridge will be viewed as a historically important event for the city.

The proposed date of that event is currently 1:00 PM on Thursday, June 3<sup>rd</sup>. Because that is the date of the Study Session and the following Thursday is the date of the parade, the council decided to cancel the June Study Session and move the date of the next regular meeting from Thursday, June 10<sup>th</sup> to Tuesday, June 8. (see motion under "New Business", item "D")

Hallin asked when the detour signs will be in place. Karnowski answered that on Thursday the 3<sup>rd</sup> is a preconstruction conference in St. Cloud that he is sending Jay Blake and Bob Gerold to attend. The State will walk through the project timing at the meeting.

Dobson mentioned that he wanted residents to know that this is a State of Minnesota project not a city project.

Riddle, Hallin, and Dobson commented that they will be there. Karnowski said he will advise the appropriate people.

## **ORDINANCES AND RESOLUTIONS**

### **A. Ordinance #649, Political Sign Ordinance Amendment**

Karnowski explained that the primary election date was changed from September to August 10, so the city's ordinance needs to be amended to allow for political signage forty-six days before the state primary election.

HALLIN MOTIONED TO APPROVE ORDINANCE 651 AMMENDING POLITICAL SIGN ORDINANCE. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

## **UNFINISHED BUSINESS**

### **A. Vendor Licensing**

Karnowski explained that the city has normally licensed the various commercial vendors who come to the city during the Rum River Festival. The fee for such a license is \$30 for commercial vendors and no charge to community oriented civic groups (Boy Scouts, church groups, etc.).

In the past, the city has licensed anyone who asks for a license. This year the city discussed the practice with the festival's sponsor (the Chamber) and determined that the Chamber should have some control over who is selling foodstuffs and merchandise during their celebration.

In order to accommodate that concept, staff worked with the chamber and set up a proposed system whereby the Chamber would process initial request and, if approved by the Chamber, the vendor could then apply for a city vendor license. For the Rum River Festival, the Chamber is charging a \$5 Chamber fee and the city is charging its standard \$30 fee. This new system helps to cut down on duplication of types of vendors and also provides some quality control.

It was then brought to staff's attention that for the Chamber's other events (the Rum River Festival Craft & Vendor Fair, the September Chili Fest, etc.) the craft vendors go directly through the Chamber and by-pass the city licensing process.

Staff suggested that, since the events are being held on city property (the street and/or parking lot) that the licensing should be standardized. In other words, the city should either adopt a policy to have the Chamber review vendors attending just their events (which may require an ordinance amendment) or adopt a policy that all commercial vendors that come to town for any event should be licensed according to the city ordinances.

Staff pointed out that there are extra police expenses during the Chamber events and that the licensing requirements of the city help off-set those costs.

Karnowski added that at this time, the city hasn't put together any amendment yet. But staff could put something together in policy form if the council wishes.

Dobson asked the Chamber members to comment. Damien Toven, Chamber Vice President, was present at the meeting and explained that currently the chamber is charging a five dollar fee to cover administrative costs and suggested that anyone that comes into town as a commercial fee should be paying the standard city fee. Dobson said the Chamber could have a look at the permit application first and then the city could view the application. Steinbrecher said that he has worked for these events for a lot of years and feels that if the city starts charging more for the craft folks and the chili fest folks to sell minor items, it may be infringing on them another added fee. Steinbrecher added that it is difficult enough to get the vendors in the door. Karnowski reassured that staff did not plan on adding a fee for the crafters or Chili Fest contestants, but just for the food vendors.

Riddle asked what the difference in a food vendor selling hot dogs and one selling home-made goods is and how that would affect the Farmer's Market. Karnowski said that the Farmer's Market may lean more toward commercial vendors who sell for a living. He added that the vendor license is designed to control the sales that occur in the public right-of-way. Therefore, the city does not control any of the vending at the County Fair because that is not city or public property.

Toven said that the Chamber's hope would be to issue some sort of "blanket permit" for the events through the Chamber.

Hallin asked if the cost was thirty five dollars per table for the Craft Fair and one hundred and fifty dollars for the Expo. Toven reassured that was what the Chamber was charging.

Melony Jackson, Chamber board member, commented that their other concern is that if the city issues a three-day permit starting the night of the parade, that the vendor may bypass the Chamber altogether on the day of the Craft Fair (which comes exactly three days after the parade).

The Chamber, Staff and Council agreed that the vendors should not take advantage of the advertising and have to pay both fees, if that is what is required of them. Toven indicated that having various vendors makes for a better celebration and that there does have to be communication of some sort between the city and the chamber.

Karnowski stated that two options would be to have the vendors license through the Chamber first, then the city. Or, the city can license the people the way we've always licensed with input from the chamber.

DOBSON MOTIONED STAFF TO CONTINUE TO WORK WITH CHAMBER TO COME UP WITH A GOOD PLAN OF ATTACK FOR VENDOR LICENSING. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**B. Airport Lighting Pay Estimate**

Karnowski explained that Egan Building Company has fixed the airport lights before and is charging a fee of \$21,370.25. 95 percent of this cost is covered and the bill was approved by the Airport Advisory Board on May 3, 2010.

**New Business**

**A. Park Board Vacancies**

Karnowski stated that three people applied for the Park Board Vacancy. Carla Vita, Todd Frederick, and Eric Minks. Of the three, Carla Vita and Todd Frederick addressed the Council regarding their wishes to be appointed to the Board.

STEINBRECHER MOTIONED TO APPROVE TODD FREDERICK AND CARLA VITA TO FINISH THE THREE-YEAR TERM VACANCIES UNTIL DECEMBER 31, 2010. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**B. Senator Fobbe**

Senator Lisa Fobbe approached the Council and said she has served almost two years in the state legislator and is still a little overwhelmed. She commented that the City Council probably sees more than what she even sees and is more in the media eye.

Fobbe said she feels her biggest success was recognizing and realizing partnerships. She said she needs to hear from her constituents

One of the biggest disappointments was the veto of the bill for the Public Safety building in Princeton.

Fobbe said she considered the City Council and State as a partnership that needs to work together.

Fobbe also added that she feels good about working with the VFW, including Dick Dobson.

Dobson commented that any time he has called Fobbe's office, there is a warm reception from her and her assistants. Hallin thanked Fobbe as well and asked if a bill has come through the system about taxing the tattooing, tanning, and body piercing. Fobbe said she had not seen that one yet. Hallin said if those luxury items were taxed, we could bring in another \$58,000 a year.

Fobbe would like to see a reform in our tax structure, although it is opening a huge can of worms. We owe it to our people that we need to look at taxes on all levels: property, income, corporate, business, etc.

Fobbe feels the Veterans deserve more. Dobson said he appreciates that the legislator looks out for the Vets, but a lot of them would be willing to take a reduction in benefits if it

would help the larger picture. Fobbe said she has heard that from other Veterans and that, although we are in a war right now and it's tough, she will remember that.

### **C. Cemetery Rates**

Karnowski explained that staff determined that other area cemeteries have raised their prices quite a bit and suggested that the city cemetery rates be adjusted to match the competition so our cemetery doesn't fill up faster than necessary.

Hallin said when the council was doing the city's budget discussions last fall; she was in favor of raising the cemetery prices even without knowing that Christ Our Light Church's cemetery prices were higher than the City's prices.

Karnowski commented that the money being charged for a space at the cemetery is split for 35 percent for perpetual care and the other 65 percent for the plot itself.

Dobson asked if the city was going to raise the fees or match other cemetery fees.

Karnowski explained historically the cemetery rates have kept relatively low because it's a burden on people later in life. There is a state law that says you can only charge a fee equal to what it costs for you to operate the cemetery. He also pointed out that the money the city gets from the perpetual fund doesn't come close to covering the costs of operating the cemetery.

STEINBRECHER MOTIONED TO ADJUST CEMETERY LOT RATES TO \$500 FOR RESIDENTS THAT LIVE IN THE CITY LIMITS AND \$750 FOR NON-RESIDENTS. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **D. Move June 10 Meeting**

Karnowski said that the Rum River Festival Parade takes place at 6:00 PM on June 10 which is a council meeting date. Staff recommends changing the council date because the Mayor and a council member usually participate in the parade.

STEINBRECHER MOTIONED TO MOVE THE JUNE 10 MEETING TO JUNE 8 AND CANCEL THE STUDY SESSION ON JUNE 3. THE COUNCIL WILL MEET ON JUNE 17 ONLY IF NEEDED. THE JUNE 24 MEETING WILL REMAIN. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **E. Authorize WSB To Proceed with the Storm Water Plan for the Princeton Industrial Park**

Karnowski explained that Mike Neilson, although he couldn't attend the meeting, sent a memo regarding the Feasibility Report for the Storm Water Plan for Princeton Industrial Park. The city has requested that a the report be completed to identify three possible ponding areas along with storm sewer construction to improve the drainage and quality of discharge from the area while disturbing a minimal amount of existing roadway. WSB proposed to do the following:

1. Acquire and evaluate background data
2. Conceptual drainage improvement options
3. Detailed drainage analysis

4. Draft feasibility report
5. Final feasibility report

WSB proposed that the Feasibility Report as outlined above for a cost not-to-exceed \$19,600.00.

Steinbrecher asked where the funding would come from. Jackson said it would eventually come from the Storm Sewer Utilities Fund, but may have to be borrowed from the Capital Improvement Fund at first.

Karnowski said the monthly or annual fee is one that the council has already adopted, we're still working on the amount to make sure it's equitable.

STEINBRECHER MOTIONED TO ENTER INTO AN AGREEMENT, DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **Miscellaneous**

Dobson advised the council that Senator Amy Klobuchar will be visiting Princeton on May 31 at the VFW arriving at 6:15 and leaving 7:00 and that all are invited.

Dobson also shared an article from Minneapolis paper where Bunker Hill opened up a Frisbee golf course, and it was received very well by the community. The Park Board is currently working on such a facility.

### **BILL LIST – \$558,570.54**

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL VOUCHER BILL LIST FOR A TOTAL OF \$429,530.74 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 62470 TO 62517 FOR A TOTAL OF \$129,039.80. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **ADJOURNMENT**

There being no further business:

WHITCOMB MOVED TO ADJOURN THE MEETING AT 8:00 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

Respectfully Submitted,

Katie Hunter; City Clerk

ATTEST:

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Jeremy Riddle, Mayor