

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
MAY 13, 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 Developer Jay Blake, Public Works Director Bob Gerold, Police Chief Brian Payne 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**

- B. Main Street Flowers

**11. New Business**

- B. AFSCME Union Contract
- C. Ben Hanson Best-Buy Contribution
- D. SEH Pay Estimate #1 Airport Resurfacing

**CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF APRIL 22, 2010 AND  
THE STUDY SESSION OF APRIL 29, 2010**

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 22, 2010 AND THE STUDY SESSION OF APRIL 29, 2010. STEINBRECHER SECONDED THE MOTION. CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**CONSENT AGENDA**

**A. Permits and Licenses:**

1. Coborn's Fireworks Display Permit effective May 1, 2010 through December 31, 2010.
2. Ken's Mini Donuts for Rum River Parade June 10, 2010 for a four hour period around the Rum River Festival parade route. Ken will also be selling jumbo hot dogs, nachos with cheese and pop and water.
3. Ronald McDonald House Benefit at the Princeton Golf Course on June 10, 2010 & September 10, 2010 for a raffle.
4. Gerald Johnson/Matt Millner Sales selling toys and balloons along the Rum River Festival parade route on June 11, 2010.

**B. Personnel**

1. Public Works
  - a. Hiring of Splash Park Attendants all effective 5-22-10 and all at a rate of \$7.25
    1. Jessica Jones
    2. Ben Kampa
    3. Nicole Dehn
    4. Kyra Halverson
  - b. Hiring of Summer Help
    1. Clarence Reiman effective 5-17-10 @ \$8.75/hr

2. Bob Goodell effective 6-1-10 @ \$8.50/hr
3. Colten Heitschmidt effective 6-7-10 @ \$8.00/hr
4. Isaiah McBride effective 5-17-10 @ \$8.00/hr

**C. Donations/Designations**

**1. Princeton Jaycees \$750.00 donation Rum River Festival Resolution 10-24**

Karnowski explained that two of the food vendors have asked if they could leave their equipment in the parking lot for the three day period that they have 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.

STEINBRECHER 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. Public Utilities Commission**

1. Minutes for meeting held February 23, 2010
2. Minutes for meeting held March 24, 2010

**B. Fire Advisory Board**

1. Minutes for meeting held May 4, 2010

**C. EDA Board**

1. Minutes for meeting held April 15, 2010

**D. Visionary Committee**

1. Minutes for meeting held April 12, 2010

**E. Parks and Recreation**

1. Minutes for meeting held April 26, 2010

**F. Parks and Recreation Board**

**1. PAVC Amphitheatre**

Blake explained that the Princeton Area Visionary Committee (PAVC) continues to work on plans for the development of an open air amphitheater facility in Riverside Park on the Rum River. The PAVC contracted with David Patten, Landscape Architect, to prepare preliminary plans for the Princeton parks Advisory Board to review. These plans were modified by the City's Engineer, Mike Nielson from WSB, resulting in a modified plan that reduced the impacts to the floodway.

The Public utilities Well House and associated fill would likely need to be removed in order to construct either plan. The PUC has indicated that they would allow the PAVC to cap the well and use the fill materials, although they have not committed any public funds to do so. Secondly, the site is located in the floodway of the Rum River and also in the wild and scenic corridor. Both designations bring additional levels of review for construction work on this site. Blake indicated that he thought there will be three reviews of the plan.

One from the U.S. Army Corps of Engineers for a Navigable Waterways Permit. The City of Princeton for a Conditional Use Permit for Park Development in the Wild and Scenic Corridor and Conditional Use Permit for structures that are accessory to the park development. Third, from the Minnesota Department of Natural Resources for a floodway permit.

In each of the permits, the work must avoid negative impacts to the public waters.

The PAVC reviewed both plans and recommended that the Patten Plan be presented to the Parks Advisory Board. At their April meeting, the Park board recommended approval and preliminary plan with the understanding that the location may be altered in order to get MnDNR or Army Corps of Engineers approval. Blake said that Nielson would not be there to address the council's questions.

Blake explained the City Council's two options:

1. The council could grant preliminary approval to the PAVC Amphitheater proposal and authorize the PAVC to initiate permitting processing for the facility, including the U.S. Army Corps of Engineers, City of Princeton and MnDNR as required.
2. The council may table the request pending further review by the city engineer to minimize the flood plain impact in order to avert permit denial by the DNR or Army Corps.

Dobson mentioned that the PAVC has funds with WSB Engineering that should cover the permitting process. Blake said there will be some staff time involved.

The council asked where the funds are coming from. Blake explained that the PAVC received several grants. Once the permitting plans are approved, the fundraising can begin.

HALLIN MOTIONED TO GRANT PRELIMINARY APPROVAL TO THE PAVC AMPHITHEATER PROPOSAL AND AUTHORIZE THE PAVC TO INITIATE PERMITTING PROCESSING FOR THE FACILITY, INCLUDING THE U.S. ARMY CORPS OF ENGINEERS, CITY OF PRINCETON AND MNDNR AS REQUIRED. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **OTHER MISCELLANEOUS**

The Mayor asked if there was any other miscellaneous from the council that did not make it on the added agenda items. Steinbrecher said he had a question about during bridge construction; there will be one vehicle stationed at Wyanett Township. Dobson stated that actually there will be three vehicles on the east side of the river. North Memorial is not concerned. They feel they will get there quickly enough. There are also ambulances stationed in Milaca and one in Zimmerman.

Karnowski added that there is also a North Memorial helicopter. Dobson confirmed that a Princeton Township resident offered up a building he owns for storage of our fire vehicle.

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

#### **A. Boy Scouts of America Request for Donation**

Karnowski stated that the city received a letter from the Boy Scouts of America requesting

support of Scouting. The city has not donated to the Boy Scouts in the past.

Dobson stated that he would much rather donate to the local troops than the chapter as a whole. This is central Minnesota Council which covers a large area. Steinbrecher added that it would be hard to add a new donation when we have reduced everyone else's donation amounts.

STEINBRECHER MOTIONED TO NOT DONATE TO THE BOY SCOUTS OF AMERICA. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

#### **B. Princeton All-Night Senior Party Donation Request**

Karnowski explained that every year the group that plans the All Night Senior party at the High School asks for 185 six-packs of soda pop. Each senior that is registered to attend the party will receive one six-pack of pop from the city. The event will be held on Thursday, June 3, 2010 this year (or the evening of Wednesday, June 2, 2010.)

Hallin said she would like to make a contribution to this event. Dobson said that because of this even, it helps to make sure we don't lose any of our students to accidents on the road. There is a lot of work that goes into the All-Night party.

HALLIN MOTIONED TO APPROVE THE REQUEST FOR 185 SIX-PACKS OF POP FOR THE PRINCETON ALL NIGHT SENIOR PARTY. WHITCOMB SECONDS. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

Hallin stated that she has been volunteering for seven years now in helping to plan the senior party. If anyone else wishes to donate their time, it would be appreciated.

### **ORDINANCES AND RESOLUTIONS**

#### **A. Ordinance #649, Amendment to Pawn Shop Ordinance**

Schieffer explained that he is recommending a few changes in the first draft of the Pawn Shop Ordinance #646 that was approved at the last council meeting. Cities have the authority to regulate pawn shops and the authority to control second hand stores. We are putting them together in this definition calling them both pawn brokers. There is a bulk provision that exempts those that buy bulk used goods for sale. They would not be subject to this ordinance.

Schieffer reiterated that the change in the definition is to tighten that language up. The other change is to add a penalty section. Schieffer explained that he recommends this addition because this is an ordinance that is likely to be challenged in the future. Steinbrecher asked how this amendment will affect Princeton antique shops. Schieffer explained that the ordinance would be for people 'buying property that used, rented or leased and selling such property'. To Schieffer's understanding; the city's antique store occasionally buys things, that it was not a significant part of their business. The antique store typically buys at auctions. Steinbrecher asked if most are selling by consignment as well. Schieffer said as long as the company or store is not buying from that individual. You would have to both buy it and sell it on consignment. People placing items on consignment do not "own" the property.

HALLIN MOTIONED TO APPROVE ORDINANCE 649 AN AMENDMENT TO CHAPTER 390 OF CITY ORDINANCES PAWN SHOP. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**B. Ordinance #650 Temporary Signage**

Blake stated that the council had a first reading of this ordinance at their April 22, 201 meeting and since then, staff has received no additional comments.

WHITCOMB MOTIONED TO APPROVE ORDINANCE 650 AUTHORIZING THE TEMPORARY INSTALLATION OF TEMPORARY ADVERTISING SIGNS IN THE CONSTRUCTION ZONES FOR A PERIOD OF GREATER THAN THIRTY (30) DAYS FROM JUNE 1, 2010 THROUGH NOVEMBER 30, 2010. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**UNFINISHED BUSINESS**

**A. Help America Vote Act (HAVA) Grant**

Karnowski explained that the City of Princeton has been selected to be a recipient of a federal Elections Assistance for Individuals with Disabilities grant in the amount of \$3000 to be used for installing an automatic door at the Depot; our polling place.

After applying for the grant, City Clerk Katie Hunter went out and acquired several bids for the replacement of the door and for the electric portion of the door.

Heat Miser Glass; Isanti MN	<b>\$3195.00</b>
Mid Central Door; Waite Park, MN	<b>\$2348.00</b>
Roy C.; Inc; Hanover, MN	<b>\$2020.00</b>
Roy C., Inc; Hanover, MN	<b>\$550.00</b>
Bob Hoskins Electric; Princeton, MN	\$150.00+another \$150 for EXIT sign
	<b>TOTAL of \$300.00</b>
Princeton Electric; Princeton, MN	\$162.50+\$70 for EXIT sign
	<b>TOTAL of \$232.50</b>

The recommendation is for council to accept the bids from Roy C., Inc. out of Hanover, MN for the \$2020.00 for the door and door installation and Princeton Electric for the electric and EXIT sign for a total of \$2252.50. We're checking if we can use some of the excess gutters above the door.

DOBSON MOTIONED TO ACCEPT THE BID FROM ROY C INC OUT OF HANOVER, MN AND FROM PRINCETON ELECTRIC FOR THE ELECTRICITY FOR A TOTAL OF \$2252.50 AND USING THE REST OF THE FUNDS IF POSSIBLE WITH PERMISSION FROM THE SECRETARY OF STATE. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**B. Main Street Flowers**

Karnowski explained that city staff has been advised that the Princeton Beautification Committee has decided to use their funds – augmented by contributions from some local businesses – to fund the planning and caring of the main street flower planters.

Again, this is yet another example of the excellent volunteerism exhibited by the residents and businesses of Princeton.

## **New Business**

### **A. Park Board Vacancies**

Karnowski stated that three people applied for the Park Board Vacancy. Carla Vita, Todd Frederick, and Eric Minks.

**Frederick:** The Council asked why Mr. Frederick would be interested in being on the Park Board. Frederick said he has been in the community for thirteen years and working with the Police Department and on patrol, he is around the parks. Frederick stated he has a daughter that's 3 years old and is at the parks almost every day. The parks are a big thing for communities. It draws people into our city. There are a large number of people that use the parks. Frederick wants to keep bettering the city's parks. Frederick has some ideas and ideas take money. Frederick said in being in coaching for hockey, he has had the opportunity to supervise and run a lot of programs where we didn't have a lot of money to work with.

Steinbrecher asked if Frederick saw being a Police Officer and being on the Park Board an advantage or disadvantage. Frederick said he saw it as a positive thing and it would be helpful.

**Minks:** Frederick informed the council that Eric Minks had a prior engagement to attend and would not be at the council meeting.

**Vita:** The council asked Ms. Vita why she would like to be on the Princeton Park Board. Vita said she has been on the ECRDC Arts Council as a Board Member for 8 years, which has incorporated some art in the parks as well as doing some interesting things in the parks. Vita mentioned she has a significant background although all three people would be a fine selection; she is very passionate about the parks in the area. Especially having two small children there every weekend.

STEINBRECHER MOTIONED TO APPROVE TODD FREDERICK AND CARLA VITA TO FINISH THE THREE-YEAR TERM VACANCIES UNTIL DECEMBER 31, 2010. DOBSON SECONDED THE MOTION.

Steinbrecher mentioned that both of these candidates are city residents, which is helpful. In addition, the council thought it may be hard to choose between two officers. It would Dobson added that all three candidates came to the Park Board meeting last month. Hal-lin agreed that both candidates utilized the system. You are more apt to see where issues or concerns are needed to enhance a park if you are frequenting those same parks.

THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

### **B. AFSME Contract**

Karnowski clarified that city staff has finally completed negotiations for 2010 with the American Federation of State, County and Municipal Employees, Council No.65, Local 2889 union (AFSME).

The proposal before you is for a three year contract with the following substantive changes from the current contract:

1. The city agreed to allow the union to use the city email system to notify their members of union notices and announcements so long as they are not political in nature.
2. The contract will clear up how Public Works employees who are also Firefighters will be compensated and how working time spent at a fire will be calculated.
3. Personal leave can be taken in four hour blocks (the city formally required eight hour blocks).
4. Funeral leave was modified to include the funeral of a parent-in-law.
5. The employee's term life insurance was increased from \$25,000 to \$50,000 with dependent coverage going to \$2,000 (the LELS union also negotiated that increase as well). The total cost to the city for that increase in benefit for both unions is about \$1,200.

There was no cost-of-living wage increase – although the step increases previously agreed to remain in place. The contract includes the same furlough provision agreed to last year. Karnowski commended the members of both unions for understanding the financial situation facing the city and agreeing to no wage increases.

The staff recommendation is to approve the AFSCME contract and authorize the Mayor and Administrator to sign the contract.

HALLIN MOTIONED TO APPROVE THE MAYOR AND ADMINISTRATOR TO SIGN THE AFSCME CONTRACT. STEINBRECHER SECONDED THE MOTION.

Dobson asked if the contract will open up again the following two years or be locked up for those two years since this is a three-year contract. Karnowski explained that the contract opens up each year for wage increases.

THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**C. Ben Hanson Police Reserve Best-Buy Contribution & Resolution #10-25**

One of the City Police Department Reserves, Ben Hanson, works for Best Buy. Best Buy has a program whereby for a certain number of volunteer hours, Best Buy contributes funds to the charity of the employee's choice.

Accordingly, Mr. Hanson is contributing \$1,000 to the City and is requesting that the City Council authorize those funds to be used for uniforms and equipment for the Police Reserves.

WHITCOMB MOVED TO APPROVE RESOLUTION #10-25 A RESOLUTION ACCEPTING A GIFT OF \$1000 FROM BEN HANSON VIA BEST BUY CO., INC. FOR THE PURCHASE OF MATERIALS FOR THE PRINCETON POLICE RESERVE. STEINBRECHER SECONDED THE MOTION.

Whitcomb thanked Best Buy and Ben Hanson. Dobson added that the Reserve program saves a lot of officer hours for traffic control and adds to officer safety and he is happy to add to their equipment fund.

THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**D. SEH Pay Estimate #1 Airport Resurfacing**

Karnowski explained that Short Elliott Hendrickson, Inc is providing the city with a contract for the 2009 Airfield Pavement Repairs for work accomplished through May 13, 2010. The contractor was ASTECH Corp. The amount due this period is \$271,842.50. 95 percent of the cost is covered by grants. The initial contract was for \$350,000, although the work is not yet completed. Karnowski mentioned that they anticipate the runway will be open again tomorrow afternoon, May 14, 2010.

HALLIN MOTIONED TO APPROVE THE SEH PAY ESTIMATE #1 FOR THE AIRPORT RESURFACING DONE BY ASTECH CORPORATION. DOBSON SECONDED THE MOTION.

The Council asked what the total will be that the city will pay out. Karnowski explained that the city pays 5 percent of the \$350,000 which equals \$17,500.

Dobson asked if Astech finished as far as the aprons at the airport. Karnowski said they are scheduled to do the runway, including the taxiway. If there is additional product, the tie down area and any other areas will be resurfaced. There will be no further shut downs with the work to come.

Riddle asked if the area between hangers can be resurfaced. The FAA has historically only paid for 16 feet. But, if there is left over product available, we can look into surfacing that area. It was noted that plowing the airport would be easier if that was surfaced.

THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**BILL LIST – \$730,372.67**

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL VOUCHER BILL LIST FOR A TOTAL OF \$486,856.46 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 62360 TO 32464 FOR A TOTAL OF \$243,516.21. 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 8:45 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