

**MINUTES OF STUDY SESSION OF THE PRINCETON CITY COUNCIL
HELD ON JANUARY 31, 2008, AT 4:30 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Jeremy Riddle called the meeting to order. Council members present were Mayor Jeremy Riddle and Councilors Paul Whitcomb, Dick Dobson, and Victoria Hallin. Council Member Lee Steinbrecher was absent (excused). Staff present was Mark Karnowski, Steve Jackson, Jay Blake, Brian Payne, and Ann Bien.

TH95 IMPROVEMENT UPDATE – AARON MONIZA (SEH)

Aaron Moniza (SEH) reported MN DOT approved first component for the project. The Environmental Assessment (EA) is completed and MN DOT is going through their review. Once the EA has the proper signatures, there will need to be a public hearing, a 30 day comment period, publications, and other minor administrative items. He stated he hopes this part will be completed by spring, and final design can begin. MN DOT will work directly with the City for City approvals.

Karnowski asked if the next step is finding funding and Moniza answered yes, final design will follow funding.

Riddle asked if he had any idea what affect the proposed State bonding dollars will have on funding. Moniza stated this was one of the earmarked projects, but he was unsure how the State bridge projects would affect the overall bonding bill. He stated the preliminary cost estimate is \$7.3 million, and that does not include right-of-way acquisition or engineering costs. The first round of federal funding was \$600,000+. Not all of that has been spent and there will be about \$300,000 waiting for the next phase.

Karnowski reported MN DOT had contacted the City and asked about our timetable. He stated they had \$1,000,000 put aside for 2009. They asked if we thought it would be needed within the next 18 months; if so, they will leave it in budget; if we don't need it until later, it will still be available at that time.

Karnowski cautioned that with all of the City's proposed large projects, the Council will have to set priorities for funding. The TH 95 improvement project can be done in phases as needed.

PUBLIC SAFETY BUILDING UPDATE – DUANE DAY (SEH)

Duane Day, architect for SEH, reported he has met with the Building Needs Committee to discuss current operation procedures and tour the City's existing facilities. The Committee determined 31,000 square feet was required to satisfy the needs of the Fire and Police Departments to perform their tasks at the highest levels. By using \$125/sq. ft, the cost is expected to be \$5,432,000.

They also toured possible sites for the facility and rated them based on several criteria. A prime site was not found until the Council decided to extend 21st Avenue south. At that point, the Aero Business Park area became the most desirable site because of the good access in all directions. He stated they are still hoping to get included in the State bonding bill.

Karnowski stated he thought the process was real thorough and took into consideration a lot of issues which staff would not have thought of. He stated the building is proposed to be designed to provide space for both sheriff's departments and the State Highway Patrol, to also be a training center, and address Monticello relocation center concerns.

Dobson commented that he sat in on the meetings and thought the process worked well.

Day complimented the Building Needs Committee on their work and ideas.

WSB

Mike Nielson, WSB, reported there have frozen sewer problems on 4th Street South and 6th Avenue South. He explained if the problem becomes an improvement project, a feasibility study and public hearing are needed. He stated he would prefer the affected property owners petition for the improvement and suggested the improvement could extend to other problem areas. Dobson stated he knows of other problems a block west of this area. The Council agreed a petition would be preferred.

Nielson also recommended a portion of the sewer rates go into an infrastructure improvement fund.

Karnowski stated the sewer rates have not been increased since 2001, and suggested the Mayor and one councilor be appointed to work with staff to put together preliminary ideas on what amount to increase and how to do it. A recommendation can be brought back at another meeting.

ORDINANCE #614, PUC WATER RATE INCREASE

Karnowski explained Ordinance #614 increases the SAC and WAC fees by approximately 3%, and the sewer and water trunk fees by 5% as directed by the Fee Schedule. The Public Utilities Commission has reviewed and recommends the water increases.

Karnowski also reported that developers have indicated our SAC and WAC fees are too high on existing buildings and they do not want to annex in. He suggested the fees could be spread out rather than be one upfront fee.

HALLIN MOVED TO INTRODUCE ORDINANCE #614, AN ORDINANCE AMENDING EXHIBIT E, FEE SCHEDULE OF THE PRINCETON CODE OF ORDINANCES. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

FLIGHT SERVICE STATION LEASE EXTENSION

Karnowski explained the City was advised that the FAA was going to let the lease agreement with the City for the Flight Service Station expire (10-1-07) and it would be picked up by Lockheed Martin. The City actually began to negotiate a lease with Lockheed Martin. The FAA, however, has subsequently determined that since they were going to reimburse Lockheed Martin for the cost of the lease, they are now opting to exercise the renewal option (through 10-1-10) on their current lease rather than reimburse Lockheed Martin.

Their current lease is for \$65,000/yr (paid \$5,416.67/mo.). Steve Jackson advises the amount being paid is sufficient to cover the City's "landlord" costs and provides additional monies for depreciation, etc.

WHITCOMB MOVED TO APPROVE THE EXTENSION OF THE FLIGHT SERVICE STATION LEASE WITH THE FAA UNTIL OCTOBER 1, 2010. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

POLICE VEHICLE MAINTENANCE CONTRACT

Karnowski reported the City requested quotes to provide police vehicle maintenance services and received three responses – Jim’s Auto Repair of Princeton, Princeton Auto Center, and Rum River Automotive. Each of the proposals offered services at a lower price than some of the others. Therefore, the city looked at the pricing and determined which of the services it would use most often. Using that criteria, staff is recommending a contract with Rum River Automotive.

DOBSON MOVED TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO A TWO YEAR CONTRACT FOR POLICE VEHICLE MAINTENANCE SERVICES WITH RUM RIVER AUTOMOTIVE. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSIDERATION OF DUCKS UNLIMITED CONTRIBUTION

Karnowski reported the local Ducks Unlimited chapter is requesting a contribution from the liquor store for their annual banquet. Liquor Manager Campbell is recommending a donation of five \$10 gift certificates.

HALLIN MOVED TO CONTRIBUTE FIVE \$10 GIFT CERTIFICATES FROM THE LIQUOR STORE TO THE MILLE LACS CHAPTER 59 DUCKS UNLIMITED FOR THEIR ANNUAL BANQUET. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

There being no further business, DOBSON MOVED TO ADJOURN AT 5:30 P.M. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted

Ann Bien, Deputy City Clerk

ATTEST:

Jeremy Riddle, Mayor