

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
SEPTEMBER 25, 2008, 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Riddle called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Mayor Jeremy Riddle and Councilors Paul Whitcomb, Dick Dobson, Victoria Hallin, and Lee Steinbrecher. Staff present was Mark Karnowski, Steve Jackson, Brian Payne, Bob Gerold, Joe Backlund, and Ann Bien. Also present were City Engineers Bob Rogers from SEH and Mike Nielson from WSB, and City Attorneys Dick Schieffer and Damien Toven.

AGENDA ADDITIONS/DELETIONS

There were no additions nor deletions to the agenda.

APPROVAL OF MINUTES OF STUDY SESSION OF SEPTEMBER 4 AND REGULAR MEETING OF SEPTEMBER 11, 2008

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE STUDY SESSION OF SEPTEMBER 4 AND REGULAR MEETING OF SEPTEMBER 11, 2008, AS WRITTEN. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- A. Permits and Licenses:** None
- B. Personnel**
 - 1. Liquor Department
 - a. Matthew Englund, Step 1 Increase to \$10.27/hr. eff. 09-15-08
 - b. Jackie Bragg, Step 1 Increase to \$10.27/hr. eff. on or about 09-26-08
- C. Donations/Designations:** None

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

OPEN FORUM

No one was present for Open Forum.

PUBLIC HEARINGS

A. TH 95 Environmental Assessment

Bob Rogers, SEH, reported an open house was held from 6:00 p.m. to 7:00 p.m. this evening to give the public a chance to review the project and ask questions. Several people attended and spoke with Rogers and other City staff during that time.

Rogers explained a public hearing is required and provides the public an opportunity to provide input and comments on the Environmental Assessment (EA) for the TH95 project. He reported the EA details the purpose and need of the improvements and the design alternatives considered, as well as potential social, economic, and environmental impacts, such as private property impacts and effects to water resources and other natural environment features.

The public hearing was open for comments from the public. Although there were several people present, there were no comments from the public.

DOBSON MOVED TO CLOSE THE PUBLIC HEARING. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Airport Advisory Board

1. Draft Minutes of September 8, 2008

The above minutes were reviewed.

B. Park Board

1. Draft Minutes of September 22, 2008

The above minutes were reviewed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Request for Donation from Mille Lacs Co. Veterans' Service Office

Karnowski informed the Council the Mille Lacs County Veterans' Service Office is proposing to hold a dinner for veterans to disseminate benefit information. They are asking for a donation of \$100-\$500.

Dobson stated he supported veterans and thought this was nice for the county to do, but since the dinner is for more than just City veterans and with the low economy, he did not think it was fair to the citizens of Princeton to pay for something that does not benefit the residents. Whitcomb and Hallin agreed.

DOBSON MOVED TO DENY THE REQUEST FROM THE MILLE LACS COUNTY VETERANS' SERVICE OFFICE. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

ORDINANCES AND RESOLUTIONS

A. Resolution #08-27, Safe and Sober Communities Grant

Karnowski reported the Police Department is again going to participate in the Safe and Sober Communities project.

WHITCOMB MOVED TO APPROVE RESOLUTION #08-27, A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Use of Hallin Prize Money

Staff suggested another idea for the prize money to purchase a specific piece of equipment for the Police Department or use it towards the cost of getting the old Wilcox fire truck running.

Steinbrecher stated he thought the money should not be used for City equipment, but rather assist a needy group or organization. Dobson and Hallin agreed. Hallin suggested \$500 to Gifts for Kids, \$500 for Senior Van, and \$500 for Historical Society.

Jackson informed the Council that although the City did not purchase the senior van, it does provide the insurance. Karnowski added the City had set aside money for a new van, but the van was repaired instead.

Steinbrecher stated his preference was for Gifts for Kids and the Senior Van. He did he felt the City had given the Historical Society significant donations by forgiving assessments and providing work.

IT WAS THE CONSENSUS OF THE COUNCIL TO DISCUSS THIS FURTHER AT THE NEXT STUDY SESSION.

NEW BUSINESS

A. Identify Theft Prevention Program

Karnowski reported there is a new Federal "Red Flags Rule" that requires local governments to generate and follow a written plan to catch and stop those who attempt to commit fraud by using another person's identify. According to this rule, the PUC is required to establish an Identity Theft Preventions Program by November 1, 2008. He explained that while the PUC is a separate entity from the City, it provides the sewer billing service to the City and therefore it would probably be worthwhile for both the City and the PUC to adopt a similar policy. He provided a draft policy which had been reviewed by the City Attorney and recommended it be forwarded to the PUC for their review and possible adoption.

DOBSON MOVED TO DIRECT STAFF TO FORWARD A COPY OF THE DRAFT IDENTIFY THEFT POLICY TO PUC FOR THEIR REVIEW AT THEIR NEXT WEEK'S MEETING. WHITCOMB SECONDED THE MOTION.

Schieffer reported the PUC is working on a program similar to this and an insurance company has offered to train their staff. He stated he sees no problem with forwarding this draft to them.

ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

B. City Insurance Renewal

Rollie Natvig, Princeton Insurance Agencies, reviewed the renewal premium summary and binder. He explained the changes in property value comparison, dividend history, and premium comparison. He also explained the option of liability coverage. He explained the premium increase is due to an increase in property and equipment values.

DOBSON MOVED TO NOT WAIVE THE LIABILITY COVERAGE LIMIT. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Natvig explained additional umbrella insurance.

STEINBRECHER MOVED TO NOT PURCHASE EXCESS UMBRELLA INSURANCE. HAL-LIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

STEINBRECHER MOVED TO APPROVE THE INSURANCE RENEWAL WITH THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

C. Public Works - Sale of Roller

Karnowski reported the Public Works Department is requesting authorization to sell the old roller at the next Pike auction.

HALLIN MOVED TO AUTHORIZE THE SALE OF THE OLD ROLLER AT THE NEXT PIKE PUBLIC AUCTION. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

D. WWTP Payment Request from Municipal Builders

STEINBRECHER MOVED TO APPROVE PAY REQUEST NO. 13 IN THE AMOUNT OF \$41,556.80 TO MUNICIPAL BUILDERS, INC. FOR THE WWTP PHOSPHORUS REMOVAL MODIFICATION PROJECT. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

MISCELLANEOUS: None

BILL LIST – \$222,281.42

HALLIN MOVED TO APPROVE MANUAL CHECK NUMBERING 59434 FOR A TOTAL OF \$86,713.11 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST, WHICH WILL BE CHECKS NUMBERING 59435-59514, FOR A TOTAL OF \$135,568.31 AS SHOWN ON THE BILL LIST. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

There being no further business, HALLIN MOVED TO ADJOURN AT 7:30 P.M. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Ann Bien, Deputy City Clerk

ATTEST:

Jeremy Riddle, Mayor