

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
APRIL 26, 2007, 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 Dick Dobson, Victoria Hallin, Lee Steinbrecher, and Paul Whitcomb. Staff present was Steve Jackson, Jay Blake, Brian Payne, Tom Mismash, and Ann Bien. Also present was City Engineer Mike Nielson, WSB, and City Attorneys Dick Schieffer and Damien Toven.

AGENDA ADDITIONS/DELETIONS

IT WAS THE CONSENSUS OF THE COUNCIL TO ADD THE FOLLOWING ITEM TO THE AGENDA:

Under Unfinished Business:

- K. Land Sale to Lee Steinbrecher

IT WAS THE CONSENSUS OF THE COUNCIL TO DELETE THE FOLLOWING ITEM FROM THE AGENDA:

Under Unfinished Business:

- G. Fire Department Revised Handbook

APPROVAL OF MINUTES OF THE REGULAR MEETING OF APRIL 12, 2007

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 12, 2007, AS WRITTEN. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

A. Permits and Licenses

1. Kevin Bell, dba Dollar Bell, Permit to sell fireworks at 123 No. Rum River Drive
2. Deborah Vogelpohl, dba Yummy Tummy Treats, transient merchant license to sell food items from May 1 thru Sept. 30, 2007, along city streets, parks, city events, Bond Slaves Rally
3. Rum River Health Services – Gambling Exemption Permit for raffle on June 8 at the Princeton Golf Club
4. Coborn's, Off-Sale 3.2% Malt Liquor License at 1100 7th Avenue South (pending Police Department approval)
5. Randall Herrman, dba TNT Fireworks, permit to sell fireworks at Pamida from June 22 to July 4, 2007

B. Personnel

1. Police Department
 - a. Brian Payne – Additional \$75/week while Acting Police Chief eff. 04-01-07

C. Donations/Designations

1. VFW Auxiliary - \$593.42 for light bulbs for Vets Memorial
2. VFW Auxiliary - \$1,000 for Fireworks

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

OPEN FORUM

There was no one present for Open Forum.

PUBLIC HEARINGS: None

Bob Soule, Jr. asked that his item be discussed at this time.

UNFINISHED BUSINESS

C. Finalization of Land Sale (Dentists)

Schieffer informed the Council a quit claim deed and resolution were needed for the sale of land to J & B Properties of Princeton to allow a south door and sidewalk from the building.

STEINBRECHER MOVED RESOLUTION #07-22, A RESOLUTION AUTHORIZING A LOT SPLIT FOR CITY OF PRINCETON AND J & B PROPERTIES. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Planning Commission

1. Lot Split of Lot 1, Block 3, Industrial Park

Blake reported Ted and Karen Bell have requested a split of their property described as Lot 1, Block 3, Industrial Park. They are moving their business out of the area and the intended buyer does not need all the land that comes with the building. The Planning Commission held a public hearing on April 16, 2007, and recommends approval of the lot split.

DOBSON MOVED TO APPROVE RESOLUTION #07-20, A RESOLUTION GRANTING A LOT SPLIT OF LOT 1, BLOCK 3, PRINCETON INDUSTRIAL PARK, OWNED BY TED AND KAREN BELL. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

2. Resignation of Ed Juntilla

Blake reported Ed Juntilla submitted his letter of resignation from the Planning Commission effective immediately. The Council wished to thank Ed for his years of service.

WHITCOMB MOVED TO ACCEPT THE RESIGNATION OF ED JUNTILLA AND DIRECT STAFF TO ADVERTISE FOR A NEW PLANNING COMMISSION MEMBER. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

3. Membership Discussion

Blake explained on two separate occasions, the Planning Commission has not been able to take action on requests from the Princeton PUC due to a lack of a quorum. This results from two of the five members being associated with the PUC. He stated options for the membership configuration include leaving the membership at five, add two voting members to the Commission, or limit the membership to one PUC representative. He also stated there are strong opinions for members from the townships.

Dobson asked if there very many times where a quorum was not obtainable. Blake answered there were a couple of times where members had to be called. He stated usually there are four members present, but five is small for a commission. Dobson stated he leaned towards 7 members.

Hallin stated she liked getting someone to replace Juntilla and then look further into membership number.

Steinbrecher stated he thinks membership should be limited to city residents. He stated there is enough disagreement with what the city is going to do vs what the township is going to do; someone from the township may be opposed to development in the city. Hallin agreed.

Blake suggested the membership be looked at for next year. Dobson also wanted more input from the Commission.

B. Park Board

1. Draft Minutes of April 23, 2007

The above minutes were reviewed.

Mismash reported they submitted a bid to the City of Monticello for a skate board and bike trail.

C. Finance Department

1. First Quarter 2007 Update

The above report was reviewed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Request from Princeton American Legion

Al Davis, representing the American Legion, explained this was a combined effort with the VFW and other area groups. Dobson explained fireworks were originally sponsored by the VFW through pull tab funds. However, that fund is greatly reduced so the American Legion has joined in. If there is an excess of donations, it goes to next year's event. Davis stated there was no dollar amount requested, any donation is appreciated.

Jackson stated the City had not donated last year, and he was unsure what was left in the Liquor Store's community fund.

DOBSON MOVED TO DONATE \$500 TO THE PRINCETON COMMUNITY FIREWORKS EVENT ON JULY 4, 2007. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

B. Letter from Dept. of Employee Relations

The City received notice that it is in compliance with the Local Government Pay Equity Act.

ORDINANCES AND RESOLUTIONS

A. Ordinance #601, Sign Ordinance – first reading

Blake explained the Planning Commission recommends amendments to the sign ordinance in preparation for new developments anticipated in the city. A public hearing was held on April 16, 2007. Blake reviewed some of the proposed changes, including a change addressing multi-tenant business signs. Riddle asked if tenants was defined, i.e. Coborn's owns a grocery store and a gas station. Blake answered no; it was discussed but the Commission decided not to define tenant.

WHITCOMB MOVED TO INTRODUCE ORDINANCE #601, AN ORDINANCE AMENDING CITY ORDINANCE #538, CHAPTER VII, SIGNS. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Rivertown Crossing Improvements Acceptance

Nielson reported he is recommending acceptance of Rivertown Crossing with the following conditions:

1. A maintenance bond or appropriate letter of credit to warranty all improvements, terminating on 7-26-08.
2. Seeding around the ponds has been completed.
3. Verification that payments to the Princeton Public Utilities have been made.
4. Verification that survey monuments are placed.

STEINBRECHER MOVED TO APPROVE RESOLUTION #07-18, A RESOLUTION ACCEPTING IMPROVEMENTS FOR RIVERTOWN CROSSING DEVELOPMENT WITH THE ABOVE CONDITIONS. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

B. Shady Acres Improvements Acceptance

Nielson explained a previous council agreed a sidewalk did not have to be completed until a house was built in Shady Acres. Therefore, he recommended a letter of credit in the amount of 125% of the remaining construction cost of the sidewalk be required of the developer. With that, he recommended acceptance of Shade Acres with the following conditions:

1. A letter of credit in the amount of \$ \$22,500.00 to be retained until all sidewalks are completed as approved in the preliminary plat.
2. A maintenance bond or appropriate letter of credit to warranty for all improvements, terminating on 7-26-08.
3. Verification that payments to the Princeton Public Utilities have been made.

DOBSON MOVED TO APPROVE 07-19, A RESOLUTION ACCEPTING IMPROVEMENTS FOR SHADY ACRES WITH THE ABOVE CONDITIONS. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

E. Engineering RFP Response Interviews

IT WAS THE CONSENSUS OF THE COUNCIL TO CONDUCT ENGINEER INTERVIEWS WITH WSB AND SEH ON MAY 9, 2007, BEGINNING AT 6:00 P.M.

F. S&W Westerly extension Update

Blake reviewed that in December, 2006, the Council requested Bob Soule, Jr. and Mike Williams provide a written timetable of when they plan to develop their properties located adjacent to the proposed water and sewer line. No response was received so it is assumed there is no immediate need for sewer and water extension. Nielson stated he thought a feasibility report is good for up to a year.

IT WAS THE CONSENSUS OF THE COUNCIL TO BRING THIS ITEM BACK IN 3 MONTHS.

H. Visionary Committee Issues

Dobson reported the Visionary Committee and city staff have been moving forward with efforts to improve and construct area facilities to enhance the area parks and trails systems.

The Committee is suggesting the formation of a board composed of officials from the city, each of the six surrounding townships, the three surrounding counties, and the school district. One item for discussion is financing. Mayor Riddle stated he would have the time and interest to be on the initial board.

IT WAS THE CONSENSUS OF THE COUNCIL TO APPOINT MAYOR RIDDLE TO THE VISIONARY COMMITTEE JOINT BOARD.

Blake reported he has been meeting with the Riebe family regarding the purchase of their property for park land. The DNR has tentatively approved a 50% grant for the land purchase.

IT WAS THE CONSENSUS OF THE COUNCIL TO DIRECT STAFF TO WORK WITH THE CITY ATTORNEY AND LAND OWNERS TO DRAFT THE NECESSARY DOCUMENTS TO COMPLETE THE LAND SALE AND SECURE ASSURANCES FROM THE DNR FOR THE PROPOSED PARTIAL FUNDING.

I. Police Chief Selection Update

Dobson reported he received notification from Karnowski that the interviews are set up for May 14th at 3:15 and 4:15 p.m. at City Hall

J. WWTP Update

Jackson reviewed the time schedule for starting construction on the Wastewater Treatment Plant Phosphorus Removal Modifications Project which was outlined in the memo from John Stodola, SEH.

K. Land Sale to Steinbrecher

Councilor Lee Steinbrecher stepped down from the Council table.

Schieffer reviewed the Option to Purchase, the Affidavit of Purchaser, and resolution required for the City to sell land to Councilor Steinbrecher.

HALLIN MOVED TO APPROVE RESOLUTION #07-21, A RESOLUTION AUTHORIZING A LAND CONTRACT WITH COUNCIL MEMBER STEINBRECHER. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Councilor Steinbrecher returned to the Council table.

NEW BUSINESS: None

MISCELLANEOUS: None

Mayor Riddle thanked Councilor Whitcomb for taking his place at the last Council meeting while he was waiting for his daughter to be born.

BILL LIST – \$135,907.79

HALLIN MOVED TO APPROVE THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST, WHICH WILL BE CHECKS NUMBERING 56582-56624, FOR A TOTAL OF \$135,907.79 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, DOBSON MOVED TO ADJOURN AT 8:00 P.M. HALLIN 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