

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
FEBRUARY 11, 2010, 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 Councilors Paul Whitcomb, Victoria Hallin, Lee Steinbrecher and Dick Dobson. Staff present was Mark Karnowski, Steve Jackson, Jay Blake, Bob Gerold, Brian Payne and Katie Hunter. Also present: City Attorneys Dick Schieffer and Damien Toven.

AGENDA ADDITIONS/DELETIONS

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

8. Petitions, Requests, and Communications

- C. WWTP Funding

12. Miscellaneous

- A. Civic Center Update; Steinbrecher

**CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF JANUARY 28, 2010 AND
MINUTES OF THE FEBRUARY 4, 2010 STUDY SESSION**

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 28, 2010 AND THE FEBRUARY 4, 2010 STUDY SESSION AS WRITTEN. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

CONSENT AGENDA

A. Permits and Licenses

- 1. BINGO & Raffles for the Princeton Lions Club for an event at the Princeton Party House on March 20, 2010

B. Personnel

- 1. Liquor Store
 - a. Janet Enderle Step 3 Increase based on hours worked; from \$11.46 to \$12.27
 - b. Patricia Furness Step 3 increase based on hours worked; from \$13.63 to \$14.61
- 2. Police Department
 - a. Nicole Josephes Step 3 increase from \$21.25 to \$22.00

C. Donations/Designations - none

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

OPEN FORUM

No one present for Open Forum.

PUBLIC HEARINGS

No one present for Public Hearings.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Planning Commission Regular Meeting Minutes of January 19, 2010**
- B. Economic Development Authority Regular Meeting Minutes of January 21, 2010**

The above minutes were reviewed by the council with no comments.

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Princeton Area Chamber of Commerce (PACC) Requests for Rum River Festival**

Damien Tovan was present to discuss the Chamber of Commerce's requests.

1. Donation

Tovan requested a case of Rum River Rum, like has been done in the past, for the gift baskets that are put together for the Rum River Festival. In addition, the PACC is requesting a monetary donation for as much as the City Council is willing to give. Tovan commented that he realizes the Local Government Aid (LGA) issues are up in the air at this point.

Jackson said last year the City Council donated somewhere around \$4,000.00 for all of the events combined. The donated amount was reduced at the same rate that LGA was reduced.

Karnowski suggested waiting to see what the City's LGA cuts are and then make a decision as to the total amount to donate to PACC.

Tovan added that time is not of the essence and the council can take their time deciding on an amount.

2. 5K Run

Tovan said the 5K run will go through the same route as last year along 4th Street from the Library and turning around at the Golf Course. The PACC is requesting for "No Parking" signs along this route. Last year, the Police Department supplied an officer on a bike which helped out tremendously.

3. Street Closure

Tovan handed out a colored map showing the parade route, which will remain the same as last year. The parade will start on Rum River Drive off of 4th Avenue and head north. It will then turn west on 1st Street South, South on 8th Avenue South and end at the High School. The parade start time will be 6:00 p.m. on Thursday, June 10, 2010.

Tovan stated that he will leave it to Chief Payne as to what time to shut down the streets and start detouring.

HALLIN MOTIONED TO CLOSE THE LISTED STREETS FOR THE RUM RIVER PARADE ON THURSDAY, JUNE 10, 2010. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

HALLIN MOTIONED TO APPROVE THE NO PARKING SIGNS FOR THE 5K RUN ON 4TH AVENUE WITH CHIEF PAYNE'S DECISION ON STAFF THAT IS NEEDED AT THAT TIME. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

B. Grant Funding Request From PACC

Discussed at the same time as other PACC requests.

C. Waste Water Treatment Plant (WWTP) Update

Karnowski updated the council about a recent document released by the U.S. Treasury Department Office of Public Affairs. There is a new program called Build America Bonds and School Bonds. With this program, the Treasury Department will make a direct payment to the local governmental issuer in an amount equal to 35% of the interest payment.

Finance Director Steve Jackson read the material and his only question is if this is a tax exempt program. Jackson said he wanted to make sure this deal was as good as the current deal the city is getting. The funding has to be locked up and done by the end of this year.

Mayor Riddle questioned if the Treasury Department will make the payments biannually when our bond payments are made or would they buy the amount down ahead of time.

Karnowski said that interest charges are front-end loaded and the city will see the impact in early years. The payments would be lowered the first few years and we would see the increasing payments as time went by.

Karnowski stated that this is just an update for the council and there will be more information to follow.

ORDINANCES AND RESOLUTIONS

A. Ordinance #640 Certifying Past Due Utility Accounts; Second Reading

Karnowski explained to the City Council that the Public Utilities Department is requesting the city start certifying severely past due utility bills on a more frequent basis. The logic behind it is if an individual or company goes bankrupt, those funds are recoverable if they were certified.

This is a second reading of Ordinance #640.

STEINBRECHER MOTIONED TO APPROVE RESOLUTION #640. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

B. Liquor License Update

Karnowski explained that as requested, staff tried to set up a meeting of all the liquor license holders in the city. Three different dates were tried and found that, each time, at least one of the licensees could not make it.

During that endeavor, Karnowski stated that he had the opportunity to talk to all the license holders and found that three of the four appeared comfortable with the city's current licensing arrangement. Generally, they do not feel there was enough to discuss to warrant a meeting.

Unless directed otherwise by Council, Karnowski will notify the license holders and indicate that there does not appear to be a need to meet. If the establishments have any issues regarding liquor licensing, they are free to bring them to the staff's attention and we will deal with them on an individual basis.

Dobson thanked Karnowski and for trying to put the meetings together. Dobson also added that he personally agrees there is no need to change anything at this time.

Karnowski said he reviewed the alcohol ordinance and there is a provision for prorating a liquor license if an establishment wants to wait and activate the license later in the year. In fact, that is the circumstance for two of the current license holders. They are not getting licensed at beginning of year, just when their business kicks in. Karnowski said we will try to be as flexible as our ordinance allows us to be.

Hallin also thanked staff for working on this issue.

C. Smith System/Old County Road 18 Improvement Feasibility Report

Mike Nielson from WSB was present with a feasibility report for the Smith System/Old County Road 18 improvements. Nielson the work is proposed as two phases. Phase 1 consists of constructing a new alignment as the skewed intersection of Northland Drive and Old CR 18, replacing the existing streets and sewer, and providing a watermain loop along Northland Drive. The project will also include storm sewer and detention ponding. There would be room for a sidewalk on the side of the road.

Phase 2 of the project includes reconstruction of Old CR 18 from the north end of the new alignment to the intersection of Old CR 18 with 11th Avenue North and 5th Street South. Also investigated in the report is the use of a roundabout at this intersection to improve the existing intersection geometry and add in a potential future road in the abandoned rail Right-of-Way (ROW) that would serve the high school as a loading and unloading area for school buses.

WSB is proposing two alternates to each phase, one more expensive than the other. For alternate No. 1; Phase 1 \$766,000 and Phase 2 \$730,700.

Nielson said that no decisions need to be made tonight. A motion does need to be made for the proposed public hearing date of March 11, 2010. Upon favorable consideration, at that time, the council could authorize plans and specs. Page 16 of the Feasibility Report lists a projected project schedule. Plans could be completed in one month. Bids could be ordered by June, contract awarded in July, construction begun in August and completed by mid-October 2010.

Dobson asked what the road shut-offs would look like during construction. Nielson said that there would be difficulty getting big trucks through, but one lane will remain open at all times if possible. Dobson stated that he was concerned about the emergency vehicles and school buses.

Steinbrecher questioned the Tax Increment Financing District for the new project. Blake explained that there will be a separate hearing for the TIF District and we will see how much tax is being generated for the city.

STEINBRECHER MOTIONED TO ORDER A PUBLIC HEARING FOR MARCH 11, 2010. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

C. 2010 Priorities

Karnowski explained that based on the responses to the priority survey, the following is a composite list of the Council's priorities. The council concurred that the list looked correct as to where staff should apply their efforts.

<u>Project</u>	<u>Your Composite Rating</u>
1. The Dunn and TH95 Bridge replacements and roundabout	25
2. Extend 21 st Ave. south to Industrial Park	24
3. Wastewater Treatment Plant	23
4. Public Safety Building	23
5. Clear up "Through The Fence" (Kruse's bldg) problem at Airport	18
6. 13 th Ave/TH95 intersection	16
7. Old Airport property title issues	15
8. Web Site improvement	15
9. Orderly Annexation Agreement w/Baldwin Twsp	13
10. Downtown Redevelopment	12
11. Remodel Civic Center	12
12. Inflow and Infiltration Study	12
13. Clear Rum River for canoeing	11
14. Merge PUC & Public Works field staffs	11
15. Airport Area Re-zoning	10
16. Co-locate City Hall w/PUC	10
17. Housing Study	10
18. Extend sidewalk from downtown to Coborns'	10
19. 2 nd Bridge across Rum River.	7
20. Extend Rum River Dr. west past airport	6
21. Cross Wind Runway	6
22. Trail System development	(Visionary Committee)
23. Riverside Park Improvements	(Visionary Committee)
24. Riverside Park Amphitheater	(Visionary Committee)

UNFINISHED BUSINESS

A. Summary of Revenues and Expenses for the Last 12 Months

Jackson updated the council on the last twelve months of revenues and expenditures for the city. In summary, the general fund will end up in at least a break even point for 2009. The Liquor Store has made some adjustments and is starting to find itself again with the new building, seems like the adjustments are starting to work. The sales seem to do fairly well. The one that devote attention to is the sewer fund, not only because of the new plant, but costs have been increasing more. Some of it is that even when the adjustments in rates are made, the flows have been decreasing. One reason could be with the new plumbing being more efficient. The fund is starting to strain to meet its obligations.

B. Movie Theater Petition

Karnowski told the council that the local Princeton students gathered over 400 signatures on a petition for a movie theater in town. Back in 2004, there was talk of a six screen movie theater at Riverside Crossing. At that time, the firm that was considering the possibility was the owner(s) of the Andover and North Branch movie theaters. After multiple meetings and attempts by the City Council to encourage the project via business incentives, the firm opted to hold off moving forward.

Karnowski explained that a copy of the front page of the petition was included in the packets. If the council would like to see a full copy, City Clerk Hunter has one.

In the meantime, Karnowski has attempted to contact the management folks at Andover to advise of the renewed interest and to inquire as to whether they are ready to move forward.

Dobson commented that he likes the idea that the students took the ball and went forward with it. Hallin suggested to the students, who were present that they may want to go even further by knocking on doors and getting adult signatures on the petition as well. It may have even more of an impact.

Steinbrecher questioned who the local investor was that was involved originally. It was believed to be Sue Bican.

MISCELLANEOUS:

A. Civic Center Refurbish

Steinbrecher explained to the council that he met with Larry Keenan from Keenan Architectural Group out of St. Cloud. The architect has offered to review the status of the present Civic Center building at no charge and make some recommendations if existing building can be refurbished, or if it needs to be taken down and certain portions of that restored because of its sentimental value to some residents. Steinbrecher commented that for sure the fireplace can be retained and cleaned, but the log siding is questionable. Steinbrecher is unsure of the timeline when the results will come back.

The council thanked Steinbrecher for his time and effort.

B. WWTP Project Update

Karnowski spoke with Tracy Ekola from Short Elliott Hendrickson, Inc late this afternoon. Ekola is going to put together an updated summary of the Waste Water Treatment Plant project so the Council has something to go off of when they come up with a list of questions for the engineers.

BILL LIST – \$248,271.27

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL VOUCHER BILL LIST FOR A TOTAL OF \$108,260.96 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 61970 TO 62039 FOR A TOTAL OF \$140,010.31. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

ADJOURNMENT

There being no further business:

STEINBRECHER MOVED TO ADJOURN THE MEETING AT 7:55 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

Respectfully Submitted,

Katie Hunter
City Clerk

ATTEST:

Jeremy Riddle, Mayor