

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
NOVEMBER 20, 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 and Lee Steinbrecher. Councilors Dick Dobson and Victoria Hallin were absent. Staff present was Mark Karnowski, Steve Jackson, Jay Blake, Brian Payne, Tom Mismash, and Ann Bien. Also present were City Attorney Damien Toven and City Engineer Mike Nielsen.

AGENDA ADDITIONS/DELETIONS

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

Under Unfinished Business:

- B. Update on 21st Avenue Project

APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 23, 2008 AND STUDY SESSION OF NOVEMBER 6, 2008

WHITCOMB MOVED TO APPROVE THE MINUTES OF REGULAR MEETING OF OCTOBER 23, 2008 AND STUDY SESSION OF NOVEMBER 6, 2008, AS WRITTEN. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

A. Permits and Licenses

- 1. Greater Zimmerman Area Chamber of Commerce – Raffle Permit for June 19, 2009 at Princeton Golf Club

B. Personnel

- 1. Fire Department
 - a. Jeremy Ostrander – termination (moved out of area) – eff. 11-20-08
 - b. Nick Oswald – promotion to Regular Firefighter eff. 11-20-08
 - c. James Artmann - promotion to Regular Firefighter eff. 11-20-08

C. Donations/Designations: None

STEINBRECHER MOVED TO APPROVE THE CONSENT AGENDA. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

OPEN FORUM

No one was present for Open Forum.

PUBLIC HEARINGS: None

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. EDA

- 1. **Draft Minutes of October 16, 2008**
The above minutes were reviewed.

B. Planning Commission

- 1. **Draft Minutes of October 20, 2008**
The above minutes were reviewed.

C. Public Utilities Commission

1. Minutes of August 27 and October 1, 2008

The above minutes were reviewed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Friends of the Library Parking Concerns

Mardy Butterfield, representing the Friends of the Library, was present to explained the group's concern regarding limited parking at the library during various occasions. She explained many vehicles parked in the spaces designated for library use are parked there for extended periods of time and are not patrons of the library.

Mismash informed the Council he has been watching and the auto shop across the street does not use any of the spaces for their vehicles. He stated he thought employees of the library used them while they are working. Butterfield stated the employees have been using the parallel parking on 4th Avenue.

Police Chief Payne stated it is hard to know who is using the spaces, if they are library patrons or not. He stated he has not seen anyone working in the area using the spaces.

Karnowski stated he thought it may be possible to post for 2 or 3 hr. parking. He stated it would be easier to ticket, but patrons could lose track of time and park there longer. Another idea would be to cut in more diagonal parking on the south side, but that would be costly.

Payne stated another option would be for their employees to call the Police Department when vehicles have been parked there for a long time so the vehicle could be towed away.

Karnowski informed the Council an ordinance would have to be adopted in order for tickets to be issued or vehicles towed.

Payne suggested the employees call the Police Department and they will try to find the owner and talk to them. Mayor Riddle agreed that was good advice.

ORDINANCES AND RESOLUTIONS

A. Resolution #08-35, Supporting MnDOT's TH95 EA Findings

Karnowski reminded the Council that a public hearing was held on September 25th regarding the Environmental Assessment document prepared by SEH Engineering relating to the proposed improvement to TH95. He reported that although there were no oral or written comments presented at the hearing, the City did receive a letter from the Mille Lacs County Soil & Water Conservation District. The City's engineer responded to each comment and based on all the information received, it is suggested the City support MNDOT in making a negative declaration on the need for an Environmental Impact Statement.

WHITCOMB MOVED TO APPROVE TO APPROVE RESOLUTION #08-35, A RESOLUTION SUPPORTING A NEGATIVE DECLARATION ON THE NEED FOR AN ENVIRONMENTAL IMPACT STATEMENT FOR THE PROPOSED HIGHWAY 95 IMPROVEMENT PROJECT. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES – 3; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

B. Ordinance #623, Park Board Membership

Ordinance #623 was introduced at the October 23rd Council meeting. It returns the Park Board membership to seven from eight.

STEINBRECHER MOVED TO APPROVE ORDINANCE #623, AN ORDINANCE AMENDING CHAPTER 225 – PARK AND RECREATION ADVISORY BOARD - OF THE PRINCETON CODE OF ORDINANCES. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES – 3; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Historical Preservation District

Karnowski reported Carol Ossell advise him that she had talked to the Minnesota State Historical Society regarding the City's efforts to establish an Historical Preservation District within the city. She provided a document entitled "Minnesota Certified Local Government Procedures Manual" and advised that if the City enters into an agreement with the State Historical Society, the local group would be eligible for state funding.

Karnowski recommended staff, including the city attorney, and council review the document closely and discuss it further at the December 11th Council meeting.

City Attorney Toven pointed out it appears the grant funds are preconditioned upon matching funds and there would be additional clerical work.

Karnowski suggested inviting someone from the State Historic Preservation Office or historical society who is familiar with this program to attend the December meeting to explain benefits, obligations, and drawbacks of this program. The Council had no objection.

B. Update on 21st Avenue Project

Mike Nielson, WSB, reported the two parcels of airport land needed for extending 21st Avenue south was purchased in 1954 for \$1 by private citizens for the airport, so the City is not required to comply with federal requirements. He suggested the City release all or a portion of the parcels from airport property so they can be used for roadway and development. He also reported some land will need to be acquired from John Westling. He stated he has been talking with the State and City's airport engineer about the application process and possibly the need for an environmental assessment.

Karnowski suggested talking to the Airport Advisory Board to advise them of what is going on.

IT WAS THE CONSENSUS OF THE COUNCIL TO MOVE FORWARD WITH THE LAND VACATION OF CERTAIN AIRPORT PROPERTY.

NEW BUSINESS

A. Set Board of Review Date

The Council set the Board of Review date for April 2, 2009.

B. LMC Prize Money Distribution Discussion – Councilman Whitcomb

Whitcomb asked about giving \$500 of the money won by Hallin at the LMC conference to the “Gifts for Kids” program. He stated he thought need would be greater this year and in talking with Hallin and Dobson, they both agreed.

WHITCOMB MOVED TO DONATE \$500 TO THE “GIFTS FOR KIDS” PROGRAM. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

C. Mismash Retirement

Mayor Riddle presented Tom Mismash with a plaque of appreciation for his 22 years of dedicated work to the City.

Karnowski explained that Mismash’s last day is unknown at this time since he will now be taking his accumulated vacation until it is up. City policy states he has to work on his last day. He also checked with an employment consultant to see if the City has to post his position and was told there was no obligation to advertise and the City could promote from within.

He recommended the resignation be accepted with regret and Bob Gerold be promoted to Public Director at a salary of \$58,615/yr. effective November 29, 2008. He added that two temporary on-call snow removal drivers have been attained.

WHITCOMB MOVED TO ACCEPT THE RESIGNATION OF TOM MISMASH WITH REGRET. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

STEINBRECHER MOVED TO PROMOTE PUBLIC WORKS SUPERVISOR BOB GEROLD TO THE POSITION OF PUBLIC WORKS DIRECTOR AT \$58,612/YR. EFFECTIVE NOVEMBER 29, 2008. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

WHITCOMB MOVED TO DECLARE A VACANCY IN THE PUBLIC WORKS SUPERVISOR POSITION AND DIRECT STAFF TO POST THE VACANCY BOTH INTERNALLY AND EXTERNALLY. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

MISCELLANEOUS

A. Early Closing of City Hall on December 24th

Karnowski asked permission to close City Hall early on December 24th, no earlier than noon, but no later than 3:00 p.m. He explained most personnel have taken the day off as vacation and usually it is a very slow day. Vacation or comp time will be taken.

STEINBRECHER MOVED TO APPROVE THE EARLY CLOSING OF CITY HALL ON DECEMBER 24, 2008, NO EARLIER THAN NOON, BUT NO LATER THAN 3:00 P.M. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

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BILL LIST – \$179,899.66

WHITCOMB MOVED TO APPROVE MANUAL CHECKS NUMBERING 596710-59674 AND 59761-59762 FOR A TOTAL OF \$69,387.51 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST, WHICH WILL BE CHECKS NUMBERING 59764-59841, FOR A TOTAL OF \$110,512.15, AS SHOWN ON THE BILL LIST. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

There being no further business, STEINBRECHER MOVED TO CLOSE AT 7:45 P.M. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 3; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Ann Bien, Deputy City Clerk

ATTEST:

Jeremy Riddle, Mayor