

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
DECEMBER 30, 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, Jay Blake, Brian Payne, Joe Backlund, Jim Roxbury, Bob Gerold, and Ann Bien. Also present was City Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

THERE WERE NO ADDITIONS NOR DELETIONS TO THE AGENDA.

APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 11, 2008

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

CONSENT AGENDA

A. Permits and Licenses

1. Pine Loft Restaurant & Lounge – On-Sale Intoxicating and Sunday Liquor 01-01-09 thru 12-31-09
2. Princeton AutoMart – Cigarette license for 2009
3. Princeton Moose Lodge – On-Sale 3.2 Malt Liquor License 01-01-09 thru 12-31-09

B. Personnel

1. Planning
 - a. Jay Blake – Increase to \$26.93/hr. effective 09-25-08
2. Public Works
 - b. Joe Blattner – Resignation effective 12-17-08

C. Donations/Designations: None

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. STEINBRECHER 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: None

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Board/Commission Appointments

Jack Edmonds expressed his interest in being reappointed to the Planning Commission.

Ken Haskamp was not present but had expressed his interest in also being reappointed to the Planning Commission.

Blake Broding applied for several boards – Planning Commission, Park Board, PUC, and Tree Board. He stated he would like to see the City continue to be a good place to live for his family. After hearing when the PUC meets, he stated it would not work because he cannot attend day meetings. He stated he would like the Park Board because his family uses the parks and he would like to work on various issues.

William Radunz had applied for the Planning Commission, but he was out of town so he could not attend the interview.

Liz Stevenson applied for the Planning Commission and expressed her concern with the plowing of streets, stating some side streets have not been plowed.

Dick Peterson expressed his interest in being reappointed to the Park Board. He stated he has been working with the parks for 25 years and he runs the baseball program.

James Hanna expressed his interest in being appointed to the Park Board. He stated he works for the school district and thought he would bring new ideas to the Board.

Hank Findell expressed his interest in being reappointed to the PUC. He stated he has been on the Commission for about 10 years and thinks the PUC has been doing an outstanding job. Dobson stated he has been the PUC liaison and he thinks Mr. Findell has been doing an excellent job.

Jack Edmonds also expressed his interest in being reappointed to the Airport Advisory Board. He stated it is helpful as a county liaison and he is the only non-pilot member. He stated he supports the airport, but is unsure if it needs to be expanded.

Hallin stated she has served 4 years on the Economic Development Authority and has found it very interesting. She stated she is also serving on other boards for economic development. She also stated she was interested in being reappointed to the Cable Commission.

Kathryn Reineccius had applied to be appointed to the Housing and Redevelopment Authority but was unable to attend the meeting.

DOBSON MOVED TO APPOINT VICTORIA HALLIN TO THE ECONOMIC DEVELOPMENT AUTHORITY FOR A SIX YEAR TERM EXPIRING 12-31-14 AND KATHRYN REINECCIUS TO THE HOUSING AND REDEVELOPMENT AUTHORITY FOR A FIVE YEAR TERM EXPIRING 12-31-2013. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 0; ABSTAINED - HALLIN. THE MOTION CARRIED.

STEINBRECHER MOVED TO APPOINT JACK EDMONDS AND KEN HASKAMP TO THE PLANNING COMMISSION FOR THREE YEAR TERMS EXPIRING 12-31-11. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

DOBSON MOVED TO APPOINT HANK FINDELL TO THE PUBLIC UTILITIES COMMISSION FOR A THREE YEAR TERM EXPIRING 12-31-11. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

HALLIN MOVED TO APPOINT DICK PETERSON AND BLAKE BRODING TO THE PARK AND RECREATION ADVISORY BOARD FOR THREE YEAR TERMS EXPIRING 12-31-2011. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Riddle expressed appreciation to all the applicants and encouraged those not appointed to reapply in the future.

PETITIONS, REQUESTS, AND COMMUNICATIONS: None

ORDINANCES AND RESOLUTIONS: None

UNFINISHED BUSINESS

A. Hangar Lot Waiting List

Karnowski explained that at their June 26th meeting, the Council was asked to consider implementing a “holding fee” for people who expressed an interest in leasing a hangar lot at the airport. It was decided at that time to allow staff to contact those currently on the list to determine the level of interest. Since then two lots have been leased but partly because of the economy, several are still available. Staff is recommending the lots are leased on a first come first served basis.

DOBSON MOVED TO LEASE THE AIRPORT HANGAR LOTS ON A FIRST COME FIRST SERVED BASIS AND NOTIFY THE PEOPLE ON THE CURRENT LIST OF THIS ACTION. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

B. Airport Courtesy Car

Karnowski reported it appears Jerry Reinhart is donating a vehicle to the Princeton Experimental Aircraft Association (EAA) Chapter 1360, who in turn, is donating it to the City for use as a courtesy car at the airport. He stated he will be talking to the Airport Advisory Board about putting into place a system as to how the vehicle can be used. The EAA is asking to put something on car to indicate they donated the vehicle. They will also put together a brochure to include showing restaurants, events, etc. The City will provide insurance and minor maintenance.

STEINBRECHER MOVED TO ACCEPT THE DONATION OF A VEHICLE FROM THE PRINCETON ENVIRONMENTAL AIRCRAFT ASSOCIATION CHAPTER 1360. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

A. Fire Department Elections

Karnowski reported the Princeton Fire & Rescue Department (PFRD) recommends the appointment of Jim Roxbury as Fire Chief, Doug Larsen as Assistant Fire Chief, and Randy Cook and Tim Jensen as Captains for two year terms expiring 12-31-10.

DOBSON MOVED TO CONCUR WITH RECOMMENDATION OF THE PFRD AND APPOINT JIM ROXBURY AS FIRE CHIEF, DOUG LARSEN AS ASSISTANT FIRE CHIEF, AND RANDY COOK AND TIM JENSEN AS CAPTAINS FOR TWO YEAR TERMS EXPIRING 12-31-10. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

B. Non-Union Salary Adjustments

Karnowski reported staff is recommending the Council approve the same salary adjustment for non-union employees as that given union employees – 2.65% plus a 1% adjustment to bring Princeton municipal employee salaries more in line with similarly sized cities.

WHITCOMB MOVED TO APPROVE A 2.65% COLA INCREASE AND 1% ADJUSTMENT FOR ALL NON-UNION EMPLOYEES EFFECTIVE 01-01-09. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

C. Contract Approval with Lakes & Pines Community Action Council

Blake reported the City anticipates receiving a grant from the Federal Government for the administration of the Housing and Economic Recovery Act of 2008 and its Neighborhood Stabilization Program (NSP). The program requires experience with programs such as the Community Development Block Grant (CDBG) programs and the Minnesota Small Cities Development Program grants. He stated the City has not had significant experience in the past 5-10 years with these programs so staff has sought out expertise from Lakes and Pines Community Action in Mora. Since the City will be getting \$5,000 to start the program, of which \$1,500 can be used to write the grant, there will be no cost to the City. The City Council is asked to approve a contract with Lakes and Pines for grant writing and administrative services.

STEINBRECHER MOVED TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH LAKES AND PINES COMMUNITY ACTION FOR GRANT WRITING ASSISTANCE AND ADMINISTRATIVE SERVICES. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Blake informed the Council that the Arcadian Homes complex has been closed because of broken/frozen water lines and residents have already left or are being asked to leave. He stated this grant will address this type of problem.

D. Custodial Position

Karnowski reported the City's custodian resigned last week. Public Works Gerold suggested the City look at contracting custodial duties for City Hall, the Police station, library, and possibly the fire hall. Whitcomb has expressed concern about creating problems with having other employees take up the slack. Karnowski explained this will be on a trial basis with an option for a 30 day cancellation clause. If employees are not able to get their work done in a timely manner because they are also doing custodial duties, things could change. This change could be a savings of \$25,000, which could free up funds for possible overtime for snow plowing when needed. With the last two snowfalls, it shows staffing in the Public Works department is short.

Hallin stated with State budget cuts falling on cities, it is a good idea to give it a try.

Whitcomb stated his concerns are based on his office trying this same thing and it turned out to cost more, but he stated it is worth a try.

Dobson stated his concern was with Public Works not being able to handle the additional chores. He was also concerned with sidewalks staying icy. Karnowski stated they may have to look for someone to do the extra sidewalk shoveling and salting.

HALLIN MOVED TO AUTHORIZE NEGOTIATING A CONTRACT FOR CUSTODIAL DUTIES. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

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MISCELLANEOUS: None

BILL LIST – \$349,978.69

HALLIN MOVED TO APPROVE MANUAL CHECKS NUMBERING 59962-59967 FOR A TOTAL OF \$166,622.46 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST, WHICH WILL BE CHECKS NUMBERING 59968-60064, FOR A TOTAL OF \$183,356.23 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 7:45 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