

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JULY 29, 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, Tom Mismash, Jim Roxbury, and Ann Bien. Also present were City Attorney Damien Toven and City Engineer Mike Nielson, WSB.

AGENDA ADDITIONS/DELETIONS

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

Under Consent Agenda:

- A. 1. 3. Gambling Permit for Church of St. Edward (bingo, raffle on 09-14-08)

Under Petitions, Requests, and Communications:

- D. Letter from Sherburne County Public Health

Under Unfinished Business:

- B. Municipal Builders Pay Request

Under New Business:

- D. Engineer Update

APPROVAL OF MINUTES OF STUDY SESSION OF JULY 3, 2008, REGULAR MEETING OF JULY 10, AND SPECIAL MEETING OF JULY 17, 2008

WHITCOMB MOVED TO APPROVE THE MINUTES OF STUDY SESSION OF JULY 3, 2008, REGULAR MEETING OF JULY 10, AND SPECIAL MEETING OF JULY 17, 2008, AS WRITTEN. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

A. Permits and Licenses

1. Steven C. Kranzler dba Classic Catering, On-Sale Intoxicating and Sunday Liquor License at 202 Rum River Drive North, 08-01-08 thru 12-31-08
2. Siemer-Hakes VFW Post 10794, Bingo license for Aug. 7-10, 2008 at Fairgrounds
3. Gambling Permit for Church of St. Edward (bingo, raffle on 09-14-08)

B. Personnel

1. Public Works
 - a. Robert Goodell, wage increase to \$6.55/hr. eff. 07-24-08
 - b. Anthony Demarco, wage increase to \$6.55/hr. eff. 07-24-08

C. Donations/Designations

1. Princeton Jaycees - \$1,000 for Splash Park

DOBSON MOVED TO APPROVE THE CONSENT AGENDA. HALLIN 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. Airport Advisory Board

1. Request to Move Electrical Services

Karnowski explained there are two lots at the airport which have electrical boxes owned by Connexus Energy located such that the lots cannot be built upon. Staff has contacted Connexus regarding moving the services and obtained a quote of \$1,168 to move the boxes.

HALLIN MOVED TO AUTHORIZE CONNEXUS TO MOVE THE TWO ELECTRICAL SERVICES AS RECOMMENDED AT A COST OF \$1,168. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

B. EDA

1. Wendorff Industrial Coating Request for Economic Assistance

Blake explained the Council is being asked to authorize the modification of the Princeton JOBZ zone from its current location to Lot 7, Block 4, Princeton Industrial Park. The Council is also being asked to call a public hearing for a proposed Tax Abatement Agreement with Wendorff Industrial Coating, Inc. He went on to explain that the proposal is for ECM to sell back the 8 acres they purchased from the City. The City would then sell the 8 acres to Glenn Metalcraft to expand their business. Glenn Metalcraft would sell Lot 7 to Wendorff Industrial Coating, Inc. and negotiate a land swap of Lot 8 with ECM so they can also expand. The City has excess JOBZ acreage to designate for the current Glenn Metalcraft property (Lot 7, Block 4). However, tax abatement could not apply since it is an existing building. Therefore, the proposal is to rebate the portion of city taxes and possibly county taxes. The EDA reviewed this proposal and recommended the council call a public hearing for tax abatement.

HALLIN MOVED TO START PROCESS TO MOVE JOBZ DESIGNATION TO LOT 4, BLOCK, 4, PRINCETON INDUSTRIAL PARK (CURRENT GLENN METALCRAFT PROPERTY). WHITCOMB SECONDED THE MOTION.

Dobson asked if the JOBZ designation should only be for Wendorff Industrial Coating, Inc. Blake explained the process will not be completed until Wendorff signs the agreement.

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

DOBSON MOVED TO CALL A PUBLIC HEARING ON AUGUST 28, 2008, AT 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS TO CONSIDER A TAX ABATEMENT FOR WENDORFF INDUSTRIAL COATING, INC. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

C. PUC

1. Minutes of May 28, 2008

The above minutes were reviewed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Request to Close Fairway Drive for “Block Party”

The City received a request from Marlene Trebesch on behalf of the residents on Fairway Drive to close Fairway Drive on Saturday, September 6th, from 3:00 – 7:00 p.m. for a “Block Party.”

STEINBRECHER MOVED TO ALLOW THE CLOSING OF FAIRWAY DRIVE ON SEPTEMBER 6, 2008, FROM 3:00 P.M. TO 7:00 P.M. FOR A “BLOCK PARTY.” HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

B. Initiative Foundation Request for 2009 Budget Support

The City received a request from the Initiative Foundation for a \$3,000 donation for their 2009 budget. Karnowski explained the City has provided this support in the past and suggested staff include the request in the 2009 budget process at which time the Council can decide.

C. Request from Lloyd Riebe for Land Appraisal

Blake explained that an informal appraisal of \$1,540 per acre was received for the Riebe property when Lloyd Riebe donated Blocks 1, 2, 3, 12, 13, and 14, Original Townsite, to the City for Riebe Park. Mr. Riebe’s accountant is now requesting a formal appraisal be done so Riebe can receive a tax write-off.

STEINBRECHER MOVED TO AUTHORIZE A LAND APPRAISAL OF BLOCKS 1-3 AND 12-14, ORIGINAL TOWNSITE, AT A COST NOT TO EXCEED \$250. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

D. Letter from Sherburne County Public Health

Sherburne County Public Health conducted an alcohol compliance check on liquor establishments located within the city limits of Princeton. Coborn’s was only business to have an underage sale.

ORDINANCES AND RESOLUTIONS:

A. Heritage Preservation Ordinance

Blake explained this is the second reading of Ordinance #621, creating Heritage Preservation Advisory Committee. He pointed out the language changes addressing the concern that the property owner could opt out of the program if they wished.

Hallin asked about the Council providing a recording secretary. Blake explained someone will be needed to coordinate the agendas and minutes. There will be some staff time involved, but at this time how much is not known. The secretary would only maintain the minutes. Riddle asked if it can be an appointed volunteer and Blake thought that may be an option.

Karnowski suggested adding a Section 2, authorizing the ordinance to be published by summary publication.

DOBSON MOVED TO APPROVE ORDINANCE #621, AN ORDINANCE CREATING A HERITAGE PRESERVATION ADVISORY COMMITTEE, WITH THE ADDITION OF A SECTION 2 AUTHORIZING PUBLICATION IN SUMMARY FORM. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Sandwich Board Sign Ordinance Amendment

Karnowski presented a rough draft ordinance regulating sandwich board signs, stating this should not be considered a first reading. He stated pros and cons for allowing sandwich board signs and suggested seeking input from the Visionary Committee and Chamber of Commerce since they both have a stake in the appearance of the downtown area and economic health of the City's retail business community. He added that although there are several reasons for not allowing this type of sign, they have been shown to work.

Hallin asked if there needed to be a maximum number of signs allowed. Karnowski stated he did not know if that would be a good or bad idea. Dobson pointed out there is a limit of how close they can be placed.

Hallin agreed it would be a good idea to forward to the ordinance to the Visionary Committee and Chamber of Commerce and thought the Stillwater article should be included. Blake suggested staff attend a Chamber meeting and possibly a committee could be formed to review and make recommendations.

Carol Ossell spoke as a retailer and suggested business owners on main street should be contacted because they are not all chamber members. She read a letter from Elaine Hierlinger expressing support for sandwich signs on sidewalks and also expressed her support.

Whitcomb pointed one concern would be for visually impaired individuals and signs popping up at different businesses. Dobson stated the width of the sidewalk should also be considered since flower planters, sandwich signs, bicyclists, skateboarders, etc. can take a lot of room. He also thought the police need to focus more on enforcement of bicyclists and skateboarders riding on downtown sidewalks.

Staff will contact the Visionary Committee and Chamber of Commerce.

B. Municipal Builders Pay Request

STEINBRECHER MOVED TO APPROVE PAY REQUEST NO. 11 TO MUNICIPAL BUILDERS, INC. IN THE AMOUNT OF \$80,481.58. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

A. Proposed Wyanett PFRD/Dalbo Substation

Karnowski reported Wyanett Township wants to build a substation for the Princeton Fire and Rescue Department and Dalbo Fire Department. They have designated funds to construct a new building to house some of their maintenance equipment with additional space to house the proposed substation. The Fire Advisory Board is supportive of the idea. City staff also feels that a Wyanett substation would have benefit to our ability fully service the area, especially with the impending bridge projects and the ongoing absence of a second crossing of the Rum River.

Fire Chief Roxbury stated he thought it was a good opportunity and the department has an older grass rig which could be kept out there

IT WAS THE CONSENSUS OF THE COUNCIL TO HAVE STAFF CONTINUE GATHERING INFORMATION AND DRAFT A POSSIBLE JOINT POWERS AGREEMENT FOR REVIEW.

B. Finance Report

Jackson reviewed the second quarter 2008 finance report. He cautioned the liquor fund be watched because of the slow down in sales probably due to the current economy.

C. Appointment of Election Judges

STEINBRECHER MOVED TO APPOINT MARILYN TRUNK (HEAD JUDGE AT \$10.50/HR.), LORI AKERS, MEILAN HAEHN, DON BRIT, EVELYN KING, THOM WALKER, ROSA SEVERSON, JANE HANSON, FRAN HOWARD, PHYLLIS BARTZ, BETTY JENSEN, TINY LINGLE, JOAN QUICKSTROM, MAUREEN GOULD, ANNE STEVENSON, CAROL WHITCOMB, JO SEIFERT, DIANN BOSER, AND ANN BIEN AS ELECTION JUDGES FOR THE PRIMARY ELECTION ON SEPTEMBER 9 AND GENERAL ELECTION ON NOVEMBER 4, 2008, AT \$10.00/HR. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

D. Mike Nielson Engineer update

Mike Nielson, WSB, gave an update on city engineering projects:

Dunn Bridge - MNDOT is working on a roundabout design, other work is on hold until the design is complete.

WSB has been hired by Mille Lacs County to work on a bridge type study.

Scheduling of the work on the two bridges is being coordinated for the same timeframe.

Nielson is talking with the DNR regarding extending 21st Avenue and will be meeting with the City's airport engineer.

City Attorney Schieffer will be meeting with the eminent domain group for extending sewer to the west.

MISCELLANEOUS: None

BILL LIST – \$517,733.86

HALLIN MOVED TO APPROVE MANUAL CHECKS NUMBERING 59107-59108 FOR A TOTAL OF \$108,586.30 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST, WHICH WILL BE CHECKS NUMBERING 59109-59198, FOR A TOTAL OF \$409,14756 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