

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
AUGUST 27, 2009, 6:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Riddle called a meeting of the City Council to order to discuss the proposed 2010 budget and property tax levy. 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, Brian Payne, Bob Gerold, Joe Backlund, and Katie Hunter. Also present during the regular meeting was City Attorney Dick Schieffer.

Mayor Riddle opened the special order of business for the 2010 Budget and Levy Discussion.

2010 Budget and Levy Discussion

Steve Jackson advised the council to adopt a levy agreement at the next regular meeting. Jackson suggested having the discussion at the December 10, 2009 meeting.

Jackson handed out a spreadsheet explaining the possible budget adjustments for the LGA decrease. The overtime and fuel costs have stayed low for the year. The potential savings on custodial contracting will amount to an approximate \$17,000 savings versus a \$15,000 savings. The personnel reduction is an open item to be discussed. The change in administrative fines will be a reduction to the city's general fund. Karnowski confirmed that most of the administrative fines are traffic related.

An item brought to the Council's attention was the recertification of levy. If the Governor makes a December unallocation of LGA, then the city can add some back to the levy in January after the initial process.

Jackson explained that as far as the preliminary levy increase analysis goes, the Rum River Drive Levy, the School and Industrial Park and the Smith System Road Assessments are all paid off in 2010. This results in a 2.76% increase from last year's levy.

Jackson said that there will be no medical insurance increase through Blue Cross Blue Shield this year. Karnowski explained that there are two union contracts up for this Fall due for 2010. Karnowski also said the city may not want to consider the cost of living increases. If the cost of living increase is given, then a layoff will have to be looked at in order to keep within budget. Dobson commented that if the Union people get a cost of living increase, the non-union people will feel bad if they don't. Karnowski said that in the past, union and non-union people have been fair across the board. Dobson would rather keep everyone on the payroll versus giving increases to some and letting others go. Karnowski said the staff deserves the increases, but it may not fit in the budget for 2010.

Jackson asked the council for a preliminary amount for the levy.

Steinbrecher asked if the net tax capacity will be reduced. Karnowski asked when that number would be given out. Jackson thought in October or November. In the past, the preliminary is done without the tax capacity.

The Mayor asked if the diesel cost was noticeable because of the cold 2008-2009 winter. Bob Gerold said there was a definite increase, but a little at a time and not necessarily from the cold.

Dobson asked if the trailer park was built, would it cause the Police Department to be busier. Brian Payne said it could bring in another 300-400 calls a year, but the department would make do with what they had.

Steinbrecher asked if Jackson's proposal was to increase the levy by \$75,000. Jackson said he was comfortable with this amount in general. Jackson felt the city should be as cost conscious as possible.

The Mayor suggested doing an increase of 3.00% for an easy round number. This will put additional pressure on the department heads to continue to work hard. Dobson thanked the department heads for being prudent and continuing to work hard.

Hallin made a motion to adjourn the Special Order of Business Meeting at 6:55 PM; Whitcomb seconded the motion. Meeting adjourned.

Mayor Riddle called the regular meeting of the City Council to order at 7:00 PM and led the Pledge of Allegiance to the Flag.

ADDITIONS TO AGENDA

Mark Karnowski passed out Ordinance #635 on re-zoning the East Hy-Tech Auto lot.

He suggested adding the Moose Lodge contributing for the Fire Safety Materials for Kids under the Consent Agenda.

Councilmember Steinbrecher added an item of the Visionary Committee doing a presentation for the Council.

APPROVAL OF MINUTES OF THE REGULAR MEETING OF AUGUST 13, 2009

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 13, 2009. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- A. **Permits and Licenses:** None
- B. **Personnel:** None
- C. **Donations/Designations:**
 - 1. Princeton VF Aux. 806, \$500 for Fire Safety Materials for Kids - Res 09-35
 - 2. Moose Lodge donation for Fire Safety Materials for Kids

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

OPEN FORUM: None

PUBLIC HEARINGS: None

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. **PAVC**
 - 1. **Draft Minutes of August 10, 2009**
The above minutes were reviewed.
- B. **Park Board Minutes**
 - 1. **Draft Minutes of August 24, 2009**
The above minutes were reviewed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Chamber of Commerce “ChiliFest” Requests

Chamber President Damien Toven asked for closure of the South Mall parking lot on September 26, 2009 for the ChiliFest from 12:00 noon into the evening. Toven also asked for use of the city generator and the outlets on North side of street be turned on. The Chamber would prefer the parking lot be closed around 2:30 PM by way of signs.

HALLIN MADE A MOTION TO APPROVE THE CHAMBER OF COMMERCE REQUEST. WHITCOMB SECONDED THE MOTION.

Dobson asked if the Police and Public Works Departments were spoken to about the ChiliFest. Sergeant Joe Backlund commented that he would prefer the layout of the beer tent be set up different this year. The suggestion was having the entire eating area enclosed so the alcoholic beverages would not leave the area. Backlund also asked Toven to speak with the people working the beer garden and ChiliFest and remind them that they are not to drink the alcoholic beverages while working the event.

Dobson mentioned that he was not comfortable with the sentence at the end of the Signed Notification of Use stating that, “this document will constitute permission to hold these two annual events from this date forward.” After some discussion from the Council and Toven, that sentence will be stricken. Hallin noted that the form lists a closure time of 1:30 AM. It was agreed to change the stated to “no earlier than” 1:30 AM.

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

ORDINANCES AND RESOLUTIONS - None

UNFINISHED BUSINESS

A. Handicapped Parking Policy/Request

The party who appeared before the Council a month ago has contacted Bob Gerold to advise that they are, apparently, not relocating their pet grooming business and they are renewing their request for a special handicapped parking space in front of their shop on 1st Street. Steinbrecher said the party was currently using cones.

Mayor Riddle asked Public Works Director Bob Gerold what the total cost to paint a temporary handicapped spot and then paint it back would be. The cost would be approximately \$100-150 total with personnel.

Dobson said he appreciates what the handicapped people have to go through; but if a new policy is put into place, could it be opening a can of worms that is unnecessary? Mayor Riddle suggested a maximum number of temporary spots at any given time. In addition, he proposed possibly charging a small fee to defray some of the costs. Hallin said she had thought the same thing, but then realized that would not be fair if someone else parked in the spot, than the person who initially paid is out the money. Karnowski

said that if we limit the number, some people may think they need to get one 'before they run out', but that the council may want to keep it on a case-by-case basis.

STEINBRECHER MOVED TO ACCEPT THE POLICY AS WRITTEN. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 4; NAYS - 1. DOBSON VOTED NAY.

NEW BUSINESS

A. Lawn Mower Purchase

The city has taken bids from local suppliers for a new lawn mower for the city's park lands and other properties.

The recommended piece of equipment is the Ferris IS4500Z Zero Turn w/28 HP Cat Diesel Engine with the 10 bushel Fast Vac EZ dump for \$15,808.95. That model is recommended because the dump can be unloaded from the driver's position which is a safer operation than a similar machine that is about \$600 less expensive.

Steinbrecher asked how much is in the Capital Improvement Program (CIP) account to cover the costs. There is approximately \$16,000.00.

WHITCOMB MOVED TO APPROVE THE PURCHASE OF THE FERRIS IS4500Z ZERO TURN W/28 HP CAT DIESEL ENGINE WITH THE 10 BUSHEL FAST VAC EZ DUMB FOR \$15,808.95. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

B. Sale of Used Paint Spryer and Lawn Mower

Public Works Director Bob Gerold recommended that the Council approve the sale of the old "Hustler" mower/sidewalk machine being replaced by the new Ferris Industries mower and the old striper painter that was recently replaced.

The old equipment will be sold at Pike's auction.

If you concur with the recommendation, a single motion would be in order.

HALLIN MOVED TO APPROVE THE SALE OF THE OLD HUSTLER MOWER AND THE OLD PAINT SPRAYER. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

C. MMUA Safety Training Contract

The city's safety program's contract renewal is currently being administered by the Minnesota Municipal Utilities Association (MMUA). The total contract amount is \$7,401.65; which covers the monthly training sessions of all staff and ongoing updates of the city's safety documents to meet OSHA and other governmental requirements.

The proposed contract price is an increase of about 3% over the 2008 price.

Councilman Steinbrecher asked how many employees this contract covers. Karnowski ensured that the contract covers all employees; although PUC has their own separate contract with the same people.

DOBSON MOVED TO APPROVE CONTRACT EXTENSION. HALLIN SECONDED THE MOTION.

Hallin asked if this contract was a state mandate. Karnowski explained that although it is not a requirement to have a contract with MMUA, the service keeps you up to date on documents, trainings, etc for when OSHA comes into a city to do an inspection. The Safety Committee that meets monthly is a good forum.

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

D. Hy-Tech Auto Rezoning

City Staff has been speaking with Wayne Nelson of Hy-Tech Automotive regarding the possible expansion of his business operations at his current site and surrounding properties. His parcels, along with the residential structure with rental units are zoned B-1 Central Business District.

The applicant is considering moving a portion of the automobile repair and service business to the former Marathon gas station south of his current facility and would like to expand his business to include the sale of vehicles at the current Hy-tech site. Should the City approve the rezoning, the applicant would still be required to apply for an interim use permit to allow the sales of vehicles on the current site.

The request includes the Hy-tech auto facility along Rum River Drive, the Tire/Oil Change garage along 3rd Street North and the multi-family rental building located in-between these uses. The rental units are legally existing non-conforming uses within the B-1 Central Business District. The proposed change would not impact the status of that facility.

The City Planning Commission is asked to consider the rezoning of the eastern half of Block 20 of the Original Townsite to B-2 to allow the sale of vehicles by conditional use permit.

STEINBRECHER MOVED TO APPROVE THE INTRODUCTION OF ORDINANCE 635 AS WRITTEN. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

MISCELLANEOUS

A. Visionary Committee

Steinbrecher said he would like to see the Visionary Committee come to a Council Meeting and give a presentation to update everyone on their projects. He suggested having the committee do a presentation every six months if activity is going on. Dobson mentioned that David Patten would be a good person to come forward.

Karnowski suggested David Patten come to the September 3, 2009 Study Session next Thursday.

B. Safe and Sober Traffic Enforcement

Sergeant Joe Backlund advised the council that Police Officer Matt Mullins was nominated for an All Star Award. Although he did not win the award, Mullins received an honorable mention with a letter from MN Public Safety. The Council all agreed to officially recognize Officer Mullins at the next meeting.

BILL LIST – \$328,787.05.

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL VOUCHER BILL LIST FOR A TOTAL OF \$142,732.72, AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 61208-61263 FOR A TOTAL OF \$186,054.33. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

There being no further business, STEINBRECHER MOVED TO ADJOURN AT 8:55 P.M. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Katie Hunter
City Clerk

ATTEST:

Jeremy Riddle, Mayor