

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JANUARY 25, 2007, 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 Dick Dobson, Victoria Hallin, Lee Steinbrecher, and Paul Whitcomb. Staff present was Mark Karnowski, Steve Jackson, Tom Mishmash, and Ann Bien. Also present were City Attorneys Dick Schieffer and 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 Ordinances and Resolutions:

- C. Ordinance #595, Public Utilities Fee Adjustments

Under Unfinished Business:

- D. Wastewater Treatment Plant Update
- E. New Liquor Store Name

Under New Business:

- A. Pay Equity Report

APPROVAL OF MINUTES OF THE REGULAR MEETING OF JANUARY 11, 2007

WHITCOMB MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 11, 2007, AS WRITTEN. HALLIN SECONDED THE MOTION., ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

A. Permits and Licenses

- 1. Princeton Lions Club – Raffle on March 24, 2007, at Princeton Party House
- 2. Ducks Unlimited, Mille Lacs Chapter – Raffle on March 29, 2007, at RJ's Too

B. Personnel

- 1. Police Department
 - a. Nicole Theresa Lemke, Hiring as Police Officer at \$16.96/hr. eff. 02-04-07

C. Donations/Designations: None

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

OPEN FORUM

PUBLIC HEARINGS: None

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Planning Commission

- 1. **Draft Minutes of December 18, 2006**
The above minutes were reviewed.

B. Airport Advisory Board

- 1. **Minutes of December 11, 2006, and Draft Minutes of January 8, 2007**
The above minutes were reviewed.

C. Park Board

1. Draft Minutes of January 22, 2007

The above minutes were reviewed.

D. Princeton Police Liaison

1. December Monthly Report

The above report was reviewed.

E. PUC

1. Minutes of November 15, 2006

The above minutes were reviewed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Request for Private Ramp on Public ROW

Karnowski explained the dental office, Princeton Dental Specialists, currently located in the Princeton Insurance Agency Building (106 South Rum River Drive) is requesting that the City Council allow the construction of a wheelchair entrance ramp on the south side of that building. He stated he has been advised that the business already has a handicapped accessible location on the Rum River entrance to the building. He stated he was advised that the business is attempting to remodel the existing building so clients who have had oral surgery will not have to be wheeled past patients in the waiting room. He stated it is his further understanding that there are other access options available for the building, but this option would be the least expensive. He stated this construction will require a variance, but normally the City would not allow a private ramp on public property.

Harry Macheski, an oral surgeon with Princeton Dental Specialists, explained the clinic would primarily be using ramp. He explained many patients use a general anesthetic and are taken to their cars in a wheelchair. He stated there are several reasons not to wheel them back out through the waiting room. He stated they reviewed various options, with the only floor plan using existing space would be to put a second exit on the south side of the building and then put a ramp out to the back of the existing building. He stated this would also allow them to see more elderly patients.

Riddle asked if they could use the back porch area to build a ramp. Macheski stated the height of the door could be a problem and the ramp would have to be brought out 30-40' to the parking lot to meet code. He stated they cannot make 90° turns without going onto city property.

Hallin asked about going right out the door to the sidewalk and then using the public ramp. Macheski stated that would be another option, but city property would still be needed.

Schieffer stated the suggestion of using the sidewalk with city ownership is a good way to approach the problem. He stated whatever is built the City will have to own and there is a liability issue with respect to ramp.

Steinbrecher asked if the City could sell the property. Schieffer stated that can always be done if the property is no longer used. Steinbrecher stated he thought since the area would only be used by the clinic, the City should sell it and no longer have the liability.

Karnowski stated he was concerned with assuming liability. He stated one thing he hadn't thought about was that the Visionary Committee was looking to improve downtown, and other downtown property owners may not be in favor of giving up the green space.

Mismash stated there are sidewalks built all over, but the City does not maintain them. He stated he sees this sidewalk as no different and thought business should be responsible as city residents. Macheski replied that is what they do with their other businesses.

Steinbrecher stated his opinion would not be in favor of a ramp or sidewalk if it remains city property. He stated he thinks it should be sold for a ramp or a sidewalk. Hallin agreed and liked the idea of using the existing ramp. Both would be more in favor for a sidewalk rather than a ramp and the garden could be moved. Dobson agreed, stating he would like to see a sidewalk and use the existing ramp.

Macheski asked if they were to buy property, wouldn't they be able to put up a ramp. Riddle stated the property would only be west of their door. Karnowski stated he thought a ramp would not be able to be only on their property. Steinbrecher stated he would like to see the entire length of the building. Karnowski stated the City could specify in the purchase agreement what the property could be used for.

Nielson stated it appears, by scaling out with a pencil, like the porch would be big enough for a ramp. Macheski stated the difficulty is with the electrical area on the porch.

DOBSON MOVED TO DIRECT STAFF TO INVESTIGATE THE POSSIBLE SALE OF PROPERTY AND COME BACK WITH A RECOMMENDATION. HALLIN SECONDED THE MOTION.

Macheski asked where he goes from here. Riddle stated he will be working with staff to draw up the possibility of selling the property. Whitcomb asked if the City would be selling to Macheski or the building owner. Karnowski stated it would be to the building owner.

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

B. Notification of DNR Grant Programs

WSB notified the City of some DNR grant programs and recommended the City formalize a conceptual plan prior to proceeding with the application process. No Council action was taken.

ORDINANCES AND RESOLUTIONS

A. Resolution #07-01, Council Bylaws

Karnowski asked the Council to clarify if the study sessions will be one and one-half hours or continue to be two hours.

DOBSON MOVED TO AMEND RESOLUTION #07-01 TO ADJOURN NO LATER THAN 6:30 P.M. STEINBRECHER SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

B. Ordinance 586, Fee-In-Lieu of Assessment

This ordinance was introduced at the January 11, 2007, meeting.

WHITCOMB MOVED TO APPROVE ORDINANCE #586, AN ORDINANCE AMENDING THE CITY OF PRINCETON CODE OF ORDINANCES BY ESTABLISHING A FEE IN LIEU OF ASSESSMENT POLICY FOR INFRASTRUCTURE IMPROVEMENTS. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

c. PUC Fees

Karnowski explained that at their Wednesday meeting, the PUC voted unanimously to increase their Water Trunk Fee from \$2,100 to \$3,035/acre and their Water Availability Charge (WAC) from \$2,575 to \$3,100/unit..

DOBSON MOVED TO APPROVE ORDINANCE #595, AN ORDINANCE AMENDING EXHIBIT E, FEE SCHEDULE OF THE PRINCETON CODE OF ORDINANCES. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Water Resources Management Plan

Karnowski reviewed that the Council heard a presentation from WSB regarding the process for developing a Water Resources Management Plan for the community. Staff views the stormwater plan as a critical element for alleviating potential water resource issued in the development portion of the city and is suggesting an RFP be approved to solicit proposals from qualified engineering firms. Dobson stated he feels this is an issue that we will eventually be force to address and thinks it is a good idea to go out for proposals.

STEINBRECHER MOVED TO APPROVE THE REQUEST FOR PROPOSAL (RFP) FOR A WATER RESOURCES MANAGEMENT PLAN. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES – 5; NAYS – 0. THE MOTION CARRIED UNANIMOUSLY.

B. Public Safety Building Update

Karnowski reported the City received nine proposals from firms interested in doing the feasibility study for the proposed public safety facility. He reviewed the proposed interviewing process and asked approval.

STEINBRECHER MOVED TO ADOPT THE INTERVIEW PROCESS FOR FIRMS INTERESTED IN DOING A FEASIBILITY STUDY FOR THE PROPOSED PUBLIC SAFETY FACILITY. WHITCOMB SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

C. Sewer and Water – Westerly Extension Update

Karnowski reviewed that at their December 14th meeting, the Council requested Bob Soule, Jr. and Mike Williams provide a written timetable of when they plan to develop their properties located adjacent to the proposed water and sewer line to help guide the Council on whether to proceed with the improvements. To date, the City has not received the requested correspondence. He explained if we drop the project altogether, starting it up after about a year will require another feasibility study. Dobson stated he interprets from the memo and from a meeting this morning, he would like to table the issue for three or four months.

DOBSON MOVED TO TABLE THIS ISSUE FOR THREE MONTHS TO BE REVIEWED AT THE APRIL 26, 2007, MEETING AND RECONNECT WITH WILLIAMS AND SOULE. HALLIN SECONDED THE MOTION.

Riddle asked if there would still be enough time for construction. Nielson stated it would take a few months after beginning. He thinks spring would be better than later for prices, but they should probably stay close.

Riddle asked if the issue could be brought up earlier once it is tabled. Schieffer state it could. It was understood one property owner stated he did not want to bring it up at a council meeting because he did not want it made public what he was considering.

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

D. Wastewater Treatment Plant Update

Mismash reported he met with the engineer about the phosphorus grant proposal. He stated they are online to submit the proposal in time. He stated the biggest handicap will be making a portion of the facility available when construction begins and it will be important for him to find locations to take the solids. They have tested somewhat for phosphorous in the community and it is found to be in the medium range.

E. Liquor Store Name

Karnowski reported the Liquor Committee met and reviewed the 30 entries from those folks submitted a proposed name for the new liquor store. After careful deliberation, the Committee's recommendation is Princeton Wine & Spirits.

WHITCOMB MOVED TO NAME THE NEW LIQUOR STORE "PRINCETON WINE & SPIRITS". HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

A. Request for Feasibility Report

Nielson informed the Council that the PUC was required by Federal and State Law to provide a petroleum spill containment system for the diesel bulk fuel tanks and transformer located at their site. This spill containment system required storm sewer pipe be installed in 10th Avenue South connecting to an existing storm sewer at 1st Street. To do this, 10th Avenue had to be excavated and will be repair in the spring. The PUC is requesting storm sewer be constructed to drain a low spot on 10th avenue that ponds water; sanitary sewer be extended from 9th Avenue west to serve the PUC buildings that currently have a septic system; and the 4" watermain on 2nd Street South be replaced with an 8" watermain and looped to 11th Avenue to eliminate a dead end and provide increased fire protection.

STEINBRECHER MOVED TO APPROVE RESOLUTION #07-06, A RESOLUTION ORDERING PREPARATION OF REPORT ON 2ND STREET SOUTH AND 10TH AVENUE SOUTH IMPROVEMENTS. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

B. Pay Equity Implementation Report

Jackson explained that 15-20 years ago, the State required pay equity programs. As a method of monitoring the programs, it requires entities to report their status every three years.

WHITCOMB MOVED TO APPROVE THE PAY EQUITY IMPLEMENTATION REPORT. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

MISCELLANEOUS

A. 2007 LMC Annual Conference

Karnowski handed out information for this summer's LMC conference in Duluth.

BILL LIST – \$517,871.79

HALLIN MOVED TO APPROVE MANUAL CHECKS NUMBERING 56104, 56106, AND 56107 FOR A TOTAL OF \$419,940.73 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST, WHICH WILL BE CHECKS NUMBERING 56108-56163, FOR A TOTAL OF \$97,931.06, 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, STEINBRECHER MOVED TO ADJOURN AT 8:10 PM. DOBSON 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