

**MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL HELD ON  
OCTOBER 7, 2010, 4:30 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

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Mayor Jeremy Riddle called the meeting to order. Council members present were Lee Steinbrecher, Paul Whitcomb, Victoria Hallin, and Dick Dobson. Staff present was Administrator Mark Karnowski, Finance Director Steve Jackson, Community Developer Jay Blake, Chief Brian Payne and City Clerk Katie Hunter. Also present: City Attorney Dick Scheiffer.

**ORDINANCE 654 – Adult Use Licensing**

Schieffer explained that he had wanted to check Ordinance 654 against the current Zoning Ordinance to make sure they corresponded. He found that the verbiage does not conflict with the Zoning Ordinance that is already in session.

Schieffer added a few “housekeeping” type changes in addition to the Penalty Section 685.33, he added “Upon conviction under this section, the city shall be entitled to reimbursement by the violator of the costs of prosecution, including reasonable attorney fees.”

WHITCOMB MOTIONED TO APPROVE ORDINANCE 654, ADULT USE LICENSING. HALLIN SECONDED THE MOTION. CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).

**WWTP UPDATE**

Karnowski introduced Tracy Ekola with SEH. Ekola said there were a few items she wanted to discuss with the council regarding the Waste Water Treatment Plant.

**Preload bids**

Ekola brought the council’s attention to the original engineer’s estimate of the buildings beings \$998,868.00. The lowest bid that came in was Veit and Company, LLC at \$807,233.10. At this time, Rural Development is taking a look at the bids and making sure they meet all requirements. The soonest a letter could be brought to recommend a reward would be Thursday, October 14, 2010. The reward is contingent upon Rural Development’s approval. In addition, Nielson with WSB has work to do on the right of way opinion. Scheiffer commented that he has been in contact with Home Security Abstract, the city’s title company. When the Waste Water Treatment Plant land was originally acquired over forty years ago, some of the parcels were not properly titled, so they are trying to recreate the title work.

Steinbrecher questioned the urgency of putting the bid through. Ekola said the bids are good for sixty days. The cost would be driven up if they were held over the winter.

Jackson asked if there was an extra provision for pumping in the initial bid advertisement if the company has to take that extra step. Ekola said that was included in the initial bid.

The council asked if some of the work was weather sensitive. Ekola stated that the work could potentially get done if the snow doesn’t come through and the work will not close until stabilized.

Hallin asked if the costs go up over the winter, and the project becomes delayed for some reason, is the city still locked into this bid. Ekola said that they were.

Ekola stated that Rural Development believes the best scenario is to issue a loan now in order to capture a 2.25% interest rate and to access the 2010 Build America bonds. You get 35/5 interest credit on anything completed this year. It’s not advantageous to do it on

the entire amount. Rural Development has also advised doing one small loan to take advantage of this interest credit for 2010 and if they reauthorize the Build America bonds for 2011, there is an advantage of breaking up the bonds because of the interest credit.

Ekola asked if Karnowski had anything to add regarding the loan issues. Karnowski reported he will be meeting staff with USDA Rural Development because of the issues relating to the cost of the Smith System road project that was going to be rolled into the WWTP project. If the Smith System Road Project portion exceeds 20 percent of the total loan amount, then the loan cannot be completed as one project. That would be the case if the bids come through lower than anticipated. Karnowski said staff would know more on Thursday.

Ekola provided shortened plan construction drawings for the Wastewater Treatment Facility improvements. Ekola explained what the general shortened drawings represented. She said the real drawing was over 150 pages, this was cut down to about six pages.

After looking over the site maps, Riddle asked if the reed beds will eliminate sludge spreading. Ekola answered that the mud will be of cake-like substance and it will drastically reduce the volume in which you haul out and the area you have to spread it. As an added note, all of the beds are not being used at once.

Steinbrecher said some residents have wondered where the construction traffic will go. Ekola said they will go out the backside the way it did first time.

Ekola put in that Building Official Lynn Paulson has already reviewed the plans and there are no issues at this point.

### **Cost Summary and Grant Applications**

SEH prepared a cost summary. The current total project cost for construction is at \$18,928,000. In March of 2010, the total construction cost was \$19,868,590.

The City has received the funding from Phosphorus Reduction Grant Program, but not the Total Maximum Daily Load (TMDL) Grant Program. Several other projects rated higher priority than the Princeton project for the TMDL Grant. There would be seven million dollars worth of projects that would have to drop off for Princeton to get funding with the TMDL Grant.

### **AFSS LEASE EXTENSION**

Karnowski explained that the FAA has requested that the city extend the current Flight Service Station for another five years. Currently, the city is paid \$65,000 a year (or \$5,416.47 a month) for the lease. The lease expires this year.

In addition, the current lease requires that the city provide chilled drinking water, snow and ice removal from the parking lots, lawn cutting and ground maintenance, carpet cleaning every two years and painting at least every eight years.

The FAA would like to extend the contract for a length of nine years without an increase. Karnowski had told the FAA that he would take it back to the council to get their input.

It was noted that it is a buyer's market right now, not a seller's market. Dobson asked Ge-

rold what he figured was spent on the costs to provide those services to the Flight Service Station. Gerold said he didn't put a spreadsheet together, but that \$5,000 more than covers those costs for sure. Riddle asked what was paid by the city to build the building. Karnowski said the city built the building with the thoughts that these were high paying jobs and it would be good for the city since they would be moving to the city. It was only four years ago that the city even started receiving a rent. Prior to that, for the first 20 years after building the building, it was rented out for \$1 a month. In addition, the HVAC System was significantly updated with the FAA's own funds.

Steinbrecher said he wouldn't want to take a chance of getting greedy if we're covering the costs. This isn't necessarily the time and he stated he is fine with the \$65,000 a year. In fact, it's a plus at this point. Dobson would hate to increase the rental amount because government has a tendency to close flight service systems, and the City of Princeton is one of the few smaller cities left. Karnowski said even our Flight Service Station is flipped over to Forth Worth in the late evenings. Hallin added that she is also okay with what they're paying at this time.

**DOBSON MOTIONED TO REQUEST LEASE EXTENSION AS REQUESTED WITH NO INCREASE IN PAYMENT AMOUNT FROM THE FAA. HALLIN SECONDED THE MOTION.**

Steinbrecher asked Jackson where these funds of \$65,000 a year ago. Jackson answered that even though it is airport related, we account for out of the General Fund

**CARRIED UNANIMOUSLY (5 AYES, 0 NAYS).**

## **2011 BUDGET DISCUSSION**

Jackson stated that this is a preliminary budget. At the end of November/beginning of December will be the full budget discussion with all of the Department Heads. This is just some of the requests that the Department Heads have had for the Capital Improvement Program.

### **Finance Department**

Finance Department is similar to what it has been in the past. Jackson went on to explain that at some point, the department will need an updated computer system when the company we're dealing with is currently decides to stop maintaining our current system. There is a total of \$44,500 for the upgrade from 2011 through 2016.

### **Library**

Jackson went on to the Library Department. The carpet should be replaced in 2011 at a cost of approximately \$12,000. Gerold added that we may be able to hold off for a while on the carpet, but that it is in rough shape. There is a lot of traffic through there and it's has been since 1994 or 1995. There is also \$6000 for 2012, 2014 and 2016 for a total of \$18,000 for new heating and Air Conditioning. The library was designed with five or six large residential or small commercial air conditioners, for some reason. Maintenance on these units is expensive and often.

### **Fire and Rescue**

The Fire and Rescue Department is asking for a GPS Mapping system at \$20,000, a Rescue ATV with cab and track at \$19,000, a slide-in grass unit ATV \$7,500, a generator for \$10,000, and a rehab tanker unit at \$60,000 all in 2011. The entire Council and Staff agreed that Roxbury has always been good at keeping costs low.

### **Public Works**

Jackson said that the Public Works Department is looking at replacing the office area which is in rough shape. Gerold has budgeted \$50,000 for the office. An upgrade of the overhead doors is also needed in 2011 for a total of around \$15,000.

A new Paver has been on the budget for a few years. This is budgeted for 2013 at \$35,000. Gerold stated it was something him and Mismash had talked about it since they have a truck that can handle it, but it is not a must.

The upgrade on signage reflectivity is a state mandate and there is \$5,000 budgeted from year 2013 through 2016 for when this becomes finalized.

\$140,000 is entered in the year 2015 for a Tractor with blower. This would be to replace the one purchased in 1995, which would have its 20-year life. The blower is used often for downtown after snow, utilized at WWTP, the airport, and on residential areas on narrower streets. That is the second blower purchased recalled Jackson. The first one purchased didn't seem heavy duty enough.

The Parks and Recreation Department is asking for a Dog Park Fence for \$7,000 in 2011 and a prep and blacktop trail in 2011 for \$40,000. The mini golf course has been added in 2012. Dobson said that the Park Board is at the very beginning stages of a mini golf course. Details are still being looked into. The Park Board would like to tie the mini golf in with the Splash Park so only one attendant is needed.

As for the Cemetery Department; Gerold questioned if the council was open to expanding the cemetery. At some point, the council needs to decide where they are going to draw the line 'in the sand'. That corner is worth something, but plots are less and less because of all of the cremation. The council concurred to take the cemetery expansion off of the CIP. The fence replacement is budgeted for \$40,000 in 2012 in case 13<sup>th</sup> is replaced.

### **Sanitary Sewer**

Jackson commented that the \$16,000,000 entered in 2011 for the tripling of the Treatment Plant is not going to quite covered it, based on what Ekola has informed us earlier in the meeting. Jackson will change that number to \$20,000,000. The Capital Improvement Project Request Forms provide additional information. In all, all Department Heads seem to realize that there isn't a lot of room for expansion and keep looking for places to cut.

### **Other**

Gerold commented on the two skating rinks in town. The South rink hasn't been operating for nearly five years now. The Hockey Association has installed an outdoor arena, so the question was whether the North sheet of ice should be flooded and maintained this winter. The cost is the electric, power, an attendant, and plowing. The rink doesn't seem to be highly used. Dobson suggested not opening a warming house with an attendant, but keeping the ice open and cleaned off.

Jackson asked if the council has any specifics or a direction they want to go.

Steinbrecher asked if the South rink is not in use, what else that land could be used for. Could it possibly be sold? Blake said he didn't know how we acquired it. If it was purchased through park dedication funds, the city would have to own it perpetually. It completely depends on how we acquired it. It's not large enough to do much with. The

thought of a basketball court or community vegetable garden was also suggested.

Steinbrecher added that it would be a good idea to quarry the people within a few blocks of that site to get some input. Karnowski said we will find out how the lot was acquired and that will tell us how we can use it.

Payne added that he hadn't quite worked up a budget yet, but is only requesting a squad rotation.

There being no further business,  
DOBSON MOVED TO ADJOURN AT 5:47 P.M. HALLIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

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Katie Hunter; City Clerk

ATTEST:

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Jeremy Riddle, Mayor