

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JANUARY 10, 2013 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Paul Whitcomb called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Victoria Hallin, Dick Dobson, and Thom Walker. Staff present was Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Carie Fuhrman, Liquor Store Manager Nancy Campbell, Public Works Director Bob Gerold, City Clerk Shawna Jenkins and Attorney's Richard Schieffer and Damien Toven. Absent was Police Chief Brian Payne

SPECIAL ORDER OF BUSINESS – SWEARING IN OF MAYOR PAUL WHITCOMB

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of December 27, 2012
- B. Study Session Minutes of January 3, 2013

HALLIN MOVED TO APPROVE THE REGULAR CITY COUNCIL MINUTES OF DECEMBER 27, 2012 AND THE STUDY SESSION MINUTES OF JANUARY 03, 2013. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. **Permits and Licenses**
Transient Merchant License – Kindest Cut, LLC
- B. **Personnel**
Accept resignation - Stephanie Hauger from the Liquor store effective 1-12-13
- C. **Donations / Designations**

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

PRESENTATION: Sherburne Soil & Water Conservation District – Gina Hugo

Resource Conservationist Gina Hugo stated that the Soil and Water Conservation District is facilitating an Urban Forestry Program and has solicited participation from each of the cities within the County; including: Elk River, Becker, Zimmerman, St Cloud and Big Lake.

The goal of the program is to initiate focused efforts to actively assess, manage and plan for urban forest resources in Sherburne County.

The first two tangible objectives will address the threat of the Emerald Ash Borer (EAB). The SWCD will host a series of working meetings for key city staff, in which we will develop preparedness plans specific to each individual community. In addition, the SWCD will be working with the U of M Extension, SCSU, the Minnesota DNR, the Minnesota Department of Agriculture and volunteers to complete tree inventories for each community.

EAB is in Minnesota. It is and will continue to move. EAB attacks and kills all species of ash trees – a very significant urban tree in our area.

Hallin asked where Emerald Ash Borer came from. Hugo responded that they came from Asia, likely in pallets or packaging material.

Hallin asked if there is a preventative treatment for the trees. Hugo said there is a drench that is applied to the soil around the root system that needs to be applied yearly or every other year and or an injection method. However, the injection system is much harder on the tree.

Dobson asked if those people that have ash trees in their backyard, can they pay someone to treat their trees. Hugo said yes, they can contact a certified arborist to treat trees on their own property.

Hallin asked if there was a natural predator to the Emerald Ash Borer. Hugo said there is in Asia, but we do not have any here.

OPEN FORUM

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. EDA Minutes of December 20, 2012
- B. PUC Minutes of November 28, 2012
- C. Park Board Minutes of November 26, 2012

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

- A. Resolution 13-01 Adopting Rules of Procedure, Designation of Depositories, Collateral Authority and the Official Newspaper

Karnowski stated the Council needs to approve this yearly and it's usually done each January.

HALLIN MOVED TO APPROVE RESOLUTION 13-01 ADOPTING THE RULES OF PROCEDURE FOR THE PRINCETON CITY COUNCIL, DESIGNATION OF OFFICIAL DEPOSITORIES, DESIGNATION OF COLLATERAL AUTHORITY, And DESIGNATION OF OFFICIAL NEWSPAPER FOR THE CITY. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Resolution 13-02 – declaring a Vacancy on the City Council and Appointing

Schieffer said the procedure of appointing a person can be done several ways. He understands the council is going to use paper ballots. The clerk will see if there is a consensus in the votes, then a motion will need to be made. If a tie is made, the mayor can appoint a person of his choosing and the ballots must be made part of the record.

Dobson stated the way he understands it, is even if everyone voted for someone different, a motion could still be made and seconded.

Clerk Jenkins reviewed the ballots and announced the consensus of Jules Zimmer for the Council Vacancy.

DOBSON MOVED TO APPOINT JULES ZIMMER FILL THE COUNCIL VACANCY. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

DOBSON MOVED TO APPROVE RESOLUTION 13-02 DECLARING A VACANCY ON THE PRINCETON CITY COUNCIL AND APPOINTING JULES ZIMMER AS A COUNCIL MEMBER TO FILL SAID VACANCY. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Ordinance 694 – Flood Plain, Final reading

Fuhrman reported that this Ordinance includes adoption of FEMA's updated Flood Insurance Study (FIS), Flood Insurance Rate Map (FIRM) panels, and minor text revisions to the floodplain regulations in the Zoning Ordinance pertaining to the portion of the City within Mille Lacs County. The Sherburne County portions were adopted last fall. These updates are required for the City to continue participation in the National Flood Insurance Program (NFIP).

Fuhrman added that No changes have been made since the first reading. Staff would recommend approval of the attached Ordinance 694, amending Chapter VIII (Floodplain Management) of the Zoning Ordinance and to adopt the updated Flood Insurance Study (FIS) Report and Flood Insurance Rate Map (FIRM) panels for the portion of the city located in Mille Lacs County. (The FIS Report is available for review at City Hall).

HALLIN MOVED TO APPROVE ORDINANCE 694 AMENDING CHAPTER VIII (FLOODPLAIN MANAGEMENT) OF TITLE 11 (ZONING) OF THE PRINCETON CODE OF ORDINANCES ADPTING THE UPDATED FLOOR INSURANCE STUDY (FIS) REPORT AND FLOOR INSURANCE RATE MAP (FIRM) PANELS FOR THE POTION OF THE CITY LOCATED IN MILLE LACS COUNTY AND ADDRESSING THE UPDATED FIS AND FIRM PANELS IN THE ORDINANCE. WALKER SECONDED THE MOTION.

Walker asked if there were any private property owners that were pushing for this update. Fuhrman responded that it was implemented by FEMA to update their flood plain maps and information.

THE MOTION CARRIED UNANIMOUSLY

D. Ordinance 695 – Private Well Use – First Reading

Karnowski reported that as previously discussed, the Princeton Public Utilities (PUC) General Manager, Connie Wangen and the PUC Board requested that the City Council to consider adopting the attached ordinance that would prohibit the drilling of private wells in the city except in certain circumstances.

Karnowski said at issue are the “Wellhead Protection” responsibilities of the PUC to take whatever means necessary to protect the water supply serving the city residents.

Karnowski stated it is pointed out that any protrusion into the aquifers beneath the city provides an opportunity for contaminants to get into the water.

Karnowski said the ordinance would prohibit the drilling of most wells except for properties further than 500 feet from the PUC’s water system. It also allows for wells drilled for de-watering purposes, groundwater monitoring purposes, heating and/or cooling systems, etc.

Karnowski reported that the ordinance includes some minor revisions suggested by the city attorney and is offered to the Council as a first reading.

Karnowski added that the PUC has reviewed the ordinance and has suggested that the Council introduce this ordinance as it reads. Dobson said that the PUC would like to get the ordinance in place so they can adopt a policy.

DOBSON MOVED TO INTRODUCE ORDINANCE 695 AMENDING CHAPTER 940 OF THE CITY OF PRINCETON CODE OF ORDINANCES TO ADD NEW SECTION 940.01 PROHIBITING PRIVATE WELLS FOR DOMESTIC USE ON PROPERTIES WITHIN THE CITY SERVED BY THE PRINCETON PUBLIC UTILITIES WATER SYSTEM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

NEW BUSINESS

MISCELLANEOUS

BILL LIST – \$716,939.89

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$247,031.60, AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 67375 TO 67444 FOR A TOTAL OF \$716,939.89. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

DOBSON MOVED TO ADJOURN THE MEETING AT 7:30 PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor