

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
APRIL 24, 2014 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

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

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of April 3, 2014
- B. Study Session and Board of Appeal minutes of April 10, 2014

ZIMMER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 3, 2014 AND THE STUDY SESSION AND BOARD OF APPEAL MINUTES OF APRIL 10, 2014. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. **Permits and Licenses**
 - 1. Princeton Lion's Raffle – located at Jeff Hammer's Airport Hanger
- B. **Personnel**
 - 1. Public Works, Jim Sinkel step 3 increase to \$21.88 effective 5-14-14
 - 2. Liquor Store, approval to hire Tyler Bialucha effective 4-23-14
- C. **Donations / Designations**

DOBSON MOVED TO APPROVE THE CONSENT AGENDA. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

OPEN FORUM

PUBLIC HEARINGS

PRESENTATIONS – Julia Espe, Princeton School District Referendum

Espe reported that an Open Community Task Force was created to provide direction on how to best handle the immediate and long term needs facing the Princeton Public School District. The Task Force was comprised of over 80 community member volunteers and divided into detailed committee groups to assess all aspects of the District.

The Task Force presented the criteria required to be followed by the District in any solution that is developed. That criteria was: to remove all portable classrooms within the District, replace South Elementary School, ensure safe and secure facilities, update technology, make all facilities and all areas within the facilities, American's with Disabilities Act (ADA) accessible.

After the Community Task Force process and recommendation, the School Board has decided the best possible way to solve these important issues is through a voter approved school board referendum. These improvements will enable our Kindergarten through 2nd grade students to learn in a facility that meets current Minnesota Department of Education

guidelines, eliminate safety and educational concerns with portable classrooms, secure our facilities for students and staff, bring our technology infrastructure up to 21st century learning standards and provide safe access to all facilities for any community member.

A resident asked what would happen with south elementary school. The representatives from the School Board stated they would first try to sell the school, but if it was not sold, it would be demolished.

A resident asked how they would determine what it would be sold for. They said they would need to determine its value if the referendum passes.

A resident asked what the reason was to build a whole new school, verses renovate South Elementary. Espe said the community members met approximately 50 times and discussed that in length. She said the school is really set up for only about 250, and they have 750 kids. It would cost about 9 million just to bring that building up to code, not counting a whole new wing for the second grade. It was well over 80% of the cost to replace the facility, and that would have not solved all the issues.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Planning Commission meeting of March 17, 2014
- B. EDA Board meeting of March 20, 2014
- C. PAVC meeting of April 14, 2014
- D. Fire Board meeting of April 1, 2014
- E. Airport Board meeting of April 7, 2014

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Masonic Lodge Wine and Spirits Grant Request

Jackson reported that the Fraternal #92 Masonic Lodge is requesting \$100 - \$120 to be used for Raffle or Silent Auction items to raise funds for Princeton and Milaca Senior Scholarships.

WHITCOMB MOVED TO DENY THE WINE AND SPIRITS GRANT REQUEST FROM THE MASONIC LODGE FOR THEIR SCHOLARSHIP FUND, BECAUSE IT WILL NOT BE USED DIRECTLY IN THE CITY OF PRINCETON. ZIMMER SECONDED THE MOTION. VOTE 2:0:1 WITH DOBSON ABSTAINING, THE MOTION CARRIED

ORDINANCES AND RESOLUTIONS

- A. Resolution 14-15, Supporting VFW Buddy Poppy's

Jackson reported that as it has been done in the past, the VFW is requesting support for the Buddy Poppy sales.

DOBSON MOVED TO APPROVE RESOLUTION 14-15 SUPPORTING THE VFW BUDDY POPPY SALES. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Resolution 14-16, Interim Use Permit for Great Life Princeton/Zimmerman Church

Fuhrman reported that in March 2013, Michael Brooks, on behalf of Grater Life Princeton/Zimmerman, submitted an application for an Interim Use Permit for church services and other religious activities to take place on the premises at 127 Rum River Drive North (former Ben Franklin building).

The City Council granted the Interim Use Permit, subject to the following conditions:

- 1) The Interim Use Permit shall terminate on March 28, 2014, with the option to be renewed after review by the City; and
- 2) A sign permit application shall be submitted for review.

The applicant, on behalf of Greater Life Princeton/Zimmerman, has now submitted an application requesting to extend the Interim Use Permit until August 1, 2014. The City Attorney has stated that the procedure for a new Interim Use Permit application, including a new public hearing, is required.

Greater Life Princeton/Zimmerman is proposing to continue holding church services, Bible Study on Thursday nights from 6:30 PM to 8:00 PM, and bread distribution on the first and third Saturday of each month until August 1, 2014. There are no changes in the proposed use of the property from what they currently have been doing.

The B-1 Central Business District allows churches or places of worship as Interim Use Permits, provided that:

(a) Such space is within a multi-tenant building.

Staff Comment: The church is located in a multi-tenant building; however, at this time, no other use is occupying the building.

(b) Joint parking arrangements allow for compliance with parking requirements for all uses (as regulated by Chapter VI, Performance Standards).

Staff Comment: Staff is not aware of any concerns or complaints received regarding enough parking to accommodate church attendees and downtown employees and customers since the Greater Life IUP was issued last year. The existing parking available on-street, in the public parking lot across Rum River Drive, and also behind the building has been sufficient to serve the bread distribution. Please note that the church services and Bible Study are held during "off-peak" hours.

Interim Use Permit Review Standards. When reviewing an application for an interim use, the city shall base its judgment on the following factors and any other factors it may deem appropriate for the specific property. The interim use may be granted if:

1. *The proposed use is interim use listed in the district in which the application is being made;*
Staff: Churches and places of worship are listed as an interim use in the B-1 Zoning District.
2. *The date or event that will terminate the use can be identified with certainty and continued;*
Staff: The Planning Commission shall recommend to the City Council a date or event that will terminate the use. Greater Life Princeton/Zimmerman is pursuing another location as the building owners are planning to occupy the building in the

future, but that date has not been determined yet. The applicant has requested to continue the IUP until August 1, 2014.

3. *The interim use does not result in adverse effects on the public health, safety and welfare nor does it create additional pollution potential for ground and surface waters;*

Staff: It does not appear that the proposed interim use will result in adverse effects on the public health, safety, and welfare, nor does it create additional pollution potential for ground and surface waters.

4. *Permission of the use will not impose additional costs on the public if it is necessary for the public to take the property in the future.*

Staff: It does not appear that permission of the use will impose additional costs on the public if it is necessary for the public to take the property in the future.

The Planning Commission reviewed the request and recommended approval to the City Council, subject to the condition that the Interim Use Permit shall terminate on October 1, 2014.

Staff would recommend the City Council approve the requested Interim Use Permit via Resolution 14-16.

ZIMMER MOVED TO APPROVE RESOLUTION 14-16 AUTHORIZING AN INTERIM USE PERMIT TO ALLOW CHURCH SERVICES AND OTHER RELIGIOUS ACTIVITIES TO TAKE PLACE ON THE PREMISES AT 127 RUM RIVER DRIVE NORTH. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Ordinance 706, Amendment to the Sign Ordinance regarding Dynamic Signs and repeal of Dynamic Sign Moratorium – FIRST READING

Fuhrman reported that with the growing popularity of the use of dynamic signs, their potential for affecting traffic safety, as well as impacting residential neighborhoods and the downtown district, back in January, the City Council established a moratorium in order to allow time for the Planning Commission to research dynamic, electronic changeable copy, graphic display and video display signs. The Planning Commission has been reviewing and discussing potential changes to the Sign Ordinance in order to address these types of signs. The attached Ordinance No. 706 is the draft language that has been recommended by the Planning Commission to the City Council.

The following summarizes the draft Ordinance:

- The language addresses Electronic Changeable Copy Signs (Ex: Bremer Bank or Coburn's), Electronic Graphic Display Signs, and Video Display Signs (ex: Neighbor's On the Rum).
- It does not allow these types of signs in the B-1, Central Business District. Any existing signs of this nature in this District would be considered legal, non-conforming signs. This decision was made to protect the historic integrity of the downtown area.
- These signs are not allowed within 125 feet of any existing residence.
- The size and height of the signs are subject to the same provisions as other signs.
- The brightness is limited, and the sign owner is required to provide an accurate field method of ensuring that maximum light levels are not exceeded if requested by the City.
- Flashing signs are prohibited.

This Ordinance Amendment adds regulations pertaining to these types of signs, as well as repeals Ordinance 702, which established a moratorium on the installation of and issuance of permits for dynamic, electronic changeable copy, graphic display, and video display signs.

City staff requests the City Council introduce Ordinance No. 706.

Zimmer asked where the "Business District" is located. Fuhrman replied that the B1 District is Rum River Drive, from Highway 95 down to Third Street South.

DOBSON MOVED TO INTRODUCE ORDINANCE 706, REPEALING ORDINANCE NO 702, AN INTERIM ORDINANCE ESTABLISHING A MORATORIUM AND STUDY PERIOD ON THE DISPLACE AND/OR VIDEO DISPLAY SIGNS AND THE ISSUANCE OF PERMITS THEREFORE, AND AMENDING CHAPTER VII (SIGNS) OF TITLE 11 (ZONING) OF THE PRINCETON CODE OF ORDINANCES ADDING REGULATIONS FOR DYNAMIC, DIGITAL, ELECTRONIC, CHAGEABLE COPY, GRAPHIC DISPLAY AND/OR VIDEO DISPLAY SIGNS WITHIN THE CITY OF PRINCETON. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

- D. Ordinance 707, Amendment to the Sign Ordinance regarding Wall, Projecting, Under Canopy/Suspended, Temporary and Fascia/Soffit Sign Regulations – FIRST READING

Fuhrman reported that the Planning Commission has been discussing several updates to the Sign Ordinance. The draft Ordinance proposes changes to the Sign Ordinance in regards to the following types of signs: wall mounted, projecting, under-canopy, fascia/soffit, and temporary signs. These changes will help to address multiple types of signs that are often utilized by businesses.

Staff is requesting the City Council introduce Ordinance No. 707.

DOBSON MOVED TO INTRODUCE ORDINANCE 707, AMENDING CHAPTER VII (SIGNS) OF TITLE 11 (ZONING) OF THE PRINCETON CITY COE OF ORDINANCES REVISING PORTIONS OF THE SIGN ORDINANCE, INCLUDING WALL AND TEMPORARY SIGNS, AND ADDING REGULATIONS PERTAINING TO PROJECTING, UNDER-CANOPY, AND FASCIA/SOFFIT SIGNS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Whitcomb thanked Staff and the Planning Commission members for the extensive research and work on the sign code.

UNFINISHED BUSINESS

NEW BUSINESS

- A. Cub Scout Pack 116 day Proclamation

Whitcomb stated that the Pack 116 Cub Scouts of today are Princeton's leaders of tomorrow; and impressing upon our youth that early participation in the betterment of your community is a mainstay of good citizenship. The parents and leadership of Princeton's Cub Scout Pack no. 116 build and installed wood duck houses in Princeton City Parks to

enhance the bird watching activities in the city parks. The said project definitely improved the diversity of activities available to those who visit Princeton's City parks.

Now therefore the City Council of the City of Princeton recognizes and thanks the Cub Scouts of Princeton's Pack 116 for their volunteerism and citizenship. Those Scouts honored include:

Luke Bourdeax	Aiden Carbert	Jadon Lind	Samuel Trunk
Andrew Schroeder	Dillon Taylor	Gabriel Diemert	Grant Zerwas
Shane Franklin	Angelo Vita	Adam Schjel	Renzo Vita
Ryder Wagner Peterson			

I direct all residents of the Princeton Community to copy this fine example of citizenship and community involvement to make Princeton a better place to live.

ZIMMER MOTIONED TO PROCLAIM PRINCETON CUB SCOUT PACK 116 DAY. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Dobson thanked the Cub Scouts and said they worked very hard and it's very much appreciated.

B. Approve sale of used Police and Fire Department Equipment

Jackson reported that both the Princeton Police and Fire Departments are asking for the City Council's approval to sell / auction property that is no longer needed or used by either department. The property being sold / auctioned is outdated and, in most cases, had been acquired from other businesses upgrading and wanting to dispose of their outdated property, which in most cases resulted in little or no cost to the city. Cashco / 4-Bid is the auction company handling this process. This company has been used in the past for the auctioning of police forfeited vehicles. The following items will be sold / auctioned: desks, office chairs, file cabinets, unclaimed / abandoned property, phones, squad car wiring and equipment (cage partitions, brackets), printers and TV's.

ZIMMER MOTIONED TO APPROVE THE SALE OF POLICE AND FIRE DEPARTMENT EQUIPMENT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Dobson thanked the Police and Fire Departments, as well as the Public Works Department for doing such a great job in getting everything moved over to the new station.

MISCELLANEOUS

BILL LIST

ZIMMER MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$112,693.55 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 69840 TO 69901 FOR A TOTAL OF \$161,418.50. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 7:45 pm. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk
ATTEST:

Paul Whitcomb, Mayor