

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
APRIL 25, 2013 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 Victoria Hallin, Dick Dobson, Thom Walker and Jules Zimmer. Staff present: Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Carie Fuhrman, Police Chief Brian Payne, Engineer Mike Nielson, Liquor Store Manager Nancy Campbell, Public Works Director Bob Gerold and City Clerk Shawna Jenkins.

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A.** Regular Meeting Minutes of April 11, 2013

WALKER MOVED TO APPROVE THE REGULAR CITY COUNCIL MINUTES OF APRIL 11, 2013. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. Permits and Licenses**
1. Fireworks permit for Pyrotechnic Display, Inc – Mille Lacs County Fairgrounds
- B. Personnel**
1. **Public works (approving the hiring of the following summer help from the date in May noted until approximately September 6, 2013)**
1. Linda Alexander 5-17
2. Shane Bartz 5-17
3. Austin Gerth 5-17
4. Ashley Schramel 5-17
5. Bob Goodell 5-13
6. Clarence Reiman 5-13
7. Chase Lindenfelser 5-28
8. Jake Green 5-28
- C. Donations / Designations**
1. Resolution 13-18 accepting donations for the Police K-9 Unit

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

OPEN FORUM

None

PUBLIC HEARINGS

None

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. PAVC Minutes of March 25, 2013
- B. PAVC Minutes of April 8, 2013
- C. EDA Minutes of March 21, 2013
- D. Park Board Minutes of March 25, 2013
- E. Fire Board Minutes of April 2, 2013
- F. Princeton-Milaca Small Cities Development Program Update

PETITIONS, REQUESTS, AND COMMUNICATIONS

None

ORDINANCES AND RESOLUTIONS

- A. Resolution 13-19 approving an Interim Use permit for raising chickens

Fuhrman reported that Eric and Amy Wogen have submitted an Interim Use Permit application for the raising and keeping of chickens on their property located at 807 1st Street. The property is zoned R-2, Residential.

The housing and keeping of chickens in the R-2 District requires an Interim Use Permit. Chapter VI.AA lists the review criteria for the housing of chickens.

The applicants are proposing to house 3 or 4 chickens in a coop similar to the one in the attached pictures. The proposal meets the Ordinance criteria, as reviewed by the Planning Commission, whom recommended approval of the Interim Use Permit subject to conditions.

Fuhrman stated that 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 an interim use listed in the district in which the application is being made;

Comment: The keeping of chickens is an Interim Use in the R-2 District.

2. The date or event that will terminate the use can be identified with certainty and continued;

Comment: The Planning Commission recommended that the keeping of chickens terminate when the current property owners sell the property. With the intent for any new occupant of the home to obtain a separate Interim use Permit, staff would recommend that the Interim Use Permit terminate when the applicants vacate the property.

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;

Comment: If the listed conditions are met, the interim use does not appear that it will result in adverse effects on the public health, safety, and welfare, nor does it create additional pollution potential.

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.

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

Fuhrman said that based on the findings that the proposed Interim Use appears to meet the standards for the keeping of chickens and the general review standards for an Interim Use Permit, as listed in the Zoning Ordinance, staff would recommend approval of the Interim Use Permit to keep chickens at 807 1st Street, subject to conditions.

WALKER MOVED TO APPROVE RESOLUTION 13-19 APPROVING THE INTERIM USE PERMIT TO RAISE CHICKENS WITH THE CHANGE AS FUHRMAN SUGGESTED. THE CONDITIONS ARE AS FOLLOWS:

1. *The keeping of any poultry besides chickens is prohibited.*
2. *Roosters are prohibited.*
3. *No more than four (4) chickens shall be housed.*
4. *Outdoor slaughtering is prohibited.*
5. *Chicken fighting shall not be allowed.*
6. *Leg banding of all chickens is required. The bands must identify the owner's name, address, and telephone number.*
7. *A separate coop is required to house the chickens. Coops must be constructed and maintained to meet the following minimum standards:*
 - a) *Located in the side or rear yard.*
 - b) *Meet the accessory structure setback requirements.*
 - c) *Construction shall be adequate to prevent access by rodents.*
 - d) *If the coop is 120 SF or larger, a building permit is required.*
8. *A run or exercise yard is required to be provided and must be enclosed by a fence.*
9. *All premises on which chickens are kept or maintained shall be kept clean from filth, garbage, and any substances which attract rodents. The coop and its surroundings must be cleaned frequently enough to control odor. Manure shall not be allowed to accumulate in a way that causes an unsanitary condition or causes odors detectible on another property.*
10. *All food shall be stored in an enclosed, rodent proof container.*
11. *Dead chickens shall be disposed of according to the Minnesota Board of Animal Health rules, which require chicken carcasses to be disposed of as soon as possible after death, usually within 48 to 72 hours. Legal forms of chicken carcass disposal include offsite burial, offsite incineration or rendering, or offsite composting.*
12. *The Interim Use Permit shall terminate when the applicants vacate the property.*

DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Resolution 13-20 Authorizing execution of grant agreement for airport radio

Karnowski stated that as discussed and approved at the March 7 study session, the city applied and was awarded a 70% grant to replace the radio controller at the airport. As discussed at that time, the radio controller allows pilots that are attempting to land at the airport to activate the runway lights and other navigational aids simply by clicking the microphone while on the airport's frequency.

Resolution 13-20 authorizes the Mayor and Clerk to sign the documents agreeing to the 70/30 grant agreement.

The total project costs for the radio and labor to install it is \$2,050 of which the city's share will be \$615.

The staff recommendation is to adopt resolution 13-20 authorizing the Mayor and Clerk to sign the grant agreement.

HALLIN MOVED TO APPROVE RESOLUTION 13-20 AUTHORIZING THE MAYOR AND CLERK TO SIGN THE GRANT AGREEMENT FOR THE AIRPORT RADIO. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Rice Lake WWTP Settlement

Schieffer reported that as the Council discussed at the previous meeting. Rice Lake Construction alleged that they incurred extra dewatering and winter condition costs regarding the construction of the reed bed. This settlement of \$60,000 was agreed upon at a previous meeting and Rice Lake Construction has agreed to that as well.

WALKER MOVED TO APPROVE THE RICE LAKE WWTP SETTLEMENT IN THE AMOUNT OF \$60,000. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Contract Agreement with WCEC

Fuhrman reported that the EDA sent out an RFP for a Phase II environmental assessment to be performed at the former gas station utilizing Neighborhood Stabilization Program funds. The scope of work included: background investigation, asbestos analysis, soil boring and laboratory analysis, soil vapor analysis, groundwater analysis, and a final report.

Seven proposals were received, and the EDA recommended hiring West Central Environmental Consultants (WCEC) to perform the Phase II work for a cost not to exceed \$7,750, based on the findings that the proposal appears to be the most responsive to the RFP at a reasonable cost.

If the City Council is in favor, a motion approving the hiring of WCEC to perform the Phase II environmental assessment and to enter into a contract agreement with WCEC. The City Attorney and Finance Director have reviewed the terms of the Contract Agreement.

Fuhrman added that this property is in tax forfeiture. The Mille Lacs County Board of Commissioners has agreed to the environmental assessment being performed on the property and directed County staff to work with city staff in setting a purchase price for the property. Again, the Phase II environmental assessment will be paid for with NSP funding.

WALKER MOVED TO APPROVE THE CONTRACT AGREEMENT WITH WCEC FOR \$7,750 WITH VERIFICATION THAT THE PHASE II ENVIRONMENTAL ASSESSMENT WILL BE PAID FOR WITH NSP FUNDING. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Dobson would like to thank the EDA for looking into this

MISCELLANEOUS

Hallin said she will be meeting with the cable commission Monday April 29th, when they hope to finalize the franchise agreement

BILL LIST – \$172,812.59

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$103,572.52 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 67887 TO 67960 FOR A TOTAL OF \$172,812.59. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:10PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor