

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 8, 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, Thom Walker, Dick Dobson, Jules Zimmer and Victoria Hallin. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Brian Payne, Police Sergeant Joe Backlund, Community Development Director Carie Fuhrman, Clerk Shawna Jenkins, Attorneys Dick Schieffer and Damien Toven.

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of April 24, 2014

ZIMMER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 14, 2014. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses

1. Food Vendor License for Tamara Bigelow – mini-donuts
2. Fireworks Resale permit for Walmart

B. Personnel

1. Splash Park – returning Part Time employees

- a. Ashley Schramel
- b. Austin Gerth
- c. Linda Alexander

2. Public Works – returning Part Time employees, through October 17, 2014

- a. Clarence Reiman
- b. Robert Goodell
- c. Jake Green
- d. Chase Lindenfelser

C. Donations / Designations

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

OPEN FORUM

PUBLIC HEARINGS

- A. Resolution 14-16 Approving Tax Abatement for Biomatrix Expansion

Fuhrman reported that BioMatrix International is an animal feed additive company located in the Princeton Industrial Park at 1002 16th Ave North. (S&B LLC owns the property, which in turn is leased to BioMatrix). The business is growing, and they are looking to expand their facility and add jobs. S&B LLC recently purchased the vacant lot to the north of their facility for this and future expansion needs. BioMatrix seeks to add 9,600 SF to the existing 14,240 SF facility, which will allow them to add additional office, warehouse, and manufacturing space; as well as a new loading dock and expanded parking lot. They are also seeking an abatement from Sherburne County, which will be brought to the County Board on May 13th, 2014.

Biomatrix currently employs 14 people. After the expansion, they are planning to add 4-6 jobs, ranging from \$12 to \$36/hour plus benefits.

The EDA reviewed the tax abatement request and recommended approval with an expectation that 4 to 6 jobs be added, but not required. (The City's business subsidy policy is that the jobs pay at least 150% of minimum wage).

Sherburne County's project goals are for Biomatrix to create a minimum of three full-time equivalent jobs within two years of the Benefit date at an hourly wage of at least 110% of the applicable minimum wage and maintain the additional four jobs for a minimum of five years. The applicants are okay with that goal.

The company is requesting tax abatement and has indicated that a business subsidy is needed to facilitate hiring more staff and purchasing additional equipment. Additional property tax would adversely affect their ability to add the additional staff.

The City's policy in the past has been to abate up to 90% of the tax increase resulting from the addition for a period of up to ten (10) years and not to exceed a specified amount. According to Sherburne County, the city's tax portion would increase by approximately \$4,725 annually. 90% would be \$4,252 annually, for a maximum abatement of \$42,525.

Once the public hearing is held, staff is requesting City Council's approval of Resolution 14-16, approving tax abatement assistance for the Biomatrix addition project.

Whitcomb opened the public hearing at 7:04pm.

DOBSON MOVED TO CLOSE THE PUBLIC HEARING AT 7:04PM WITH NO COMMENTS.
HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Whitcomb said he is concerned that the city is not required that they create jobs as the County is.

Biomatrix said they are expanding the business and will be added positions. This expansion will add office space for 5 more employees. One of the things they talked with the county was a minimum of 3 jobs, up to 6 over a period of time. They currently are looking for a senior science officer, which has a 6 figure pay range and will be adding some for the manufacturing section as well.

Walker said from the EDA's perspective, the amount of the abatement was not excessive so they did not feel it was necessary to include the requirement of job creation in the agreement. Whitcomb asked how many jobs that the County is going to require and feels the city should require them as well. Fuhrman responded that she believes the County is going to require 3 jobs.

Hallin asked for clarification that this project would not occur if this is not approved. The applicant responded that was correct, as they could not afford to expand without the Abatement. Hallin added that Biomatrix has been an asset to the community and she appreciates them being here.

HALLIN MOVED TO APPROVE RESOLUTION 14-16 APPROVING TAX ABATEMENT FOR S&B LLC (BIOMATRIX INTERNATIONAL ADDITION), WITH THE ADDITION OF A REQUIREMENT OF 3 JOBS BEING CREATED. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

- B. TIF District 6-1 for MN Industrial Coatings Expansion
 - a. Resolution 14-17 Approving TIF District no. 6-1
 - b. Resolution 14-19 Approving Development Agreement and Business Subsidy
 - c. Resolution 14-19 Approving Interfund Loan

Tammy Omdal from Northland Securities reported that this is a public hearing for the proposed establishment of Development District No. 6 and Tax Increment Financing District No. 6-1 (the “TIF District”) and adoption of a Development Program and Tax Increment Financing Plan (the “TIF Plan”)

The City Council will consider the following resolution following a public hearing for this item:

1. Resolution Establishing Development District No. 6 and Establishing Tax Increment Financing District No. 6-1 within the Development District and Adopting the Development Program and Tax Increment Financing Plan Relating Thereto.

The use of TIF is governed by Minnesota Statutes, Sections 469.174 through 469.1794 (the “TIF Act”). All notifications required by the TIF Act have been accomplished:

1. The County and the School District received copies of the draft TIF Plan, including information on its fiscal and economic implications, pursuant to Minnesota Statutes, Section 469.175, Subd. 2, on July 15, 2013.
2. The notice of the public hearing was published on April 17, 2014. The publication included notice for a business subsidy.

The City is pursuing the establishment of a TIF District to assist with the financing for a new economic development project that will involve the construction of an approximate 30,000 SF manufacturing facility. It is anticipated that the project will result in the creation of approximately 30 jobs within five years and 45 jobs in ten years. The City will issue a pay-go TIF note to the developer to provide financial assistance for land acquisition costs and a portion of the site improvement costs for the facility. The City anticipates reimbursing the developer (up-front) at time of project completion for costs related to the establishment of the TIF District.

A complete copy of the proposed Development Program has been reviewed and needs approval by the Council. The following table summarizes the key elements of the Plan.

Item	Plan Section	Comments
Project Area	Article II	TIF District 6-1 will be located within Development District No. 6. The Development Program appears in Article II. The boundaries of the Development District are shown in Exhibit V on page 17 of the Plan.
Conformance With City Plans	3.02.2	Section 3.02.2 of the TIF Plan summarizes the proposed development and explains how this development is consistent with local plans and policies. The City has approved all necessary zoning

Item	Plan Section	Comments
District Bound-ary	3.03.2	<p>changes. No other land use control changes have been requested or are known to be needed. The Planning Commission has considered the proposed Development Program and the TIF Plan and found the Plans to be consistent with the City's comprehensive plan for the development and redevelopment of the City as a whole. The Planning Commission recommended that the City hold the public hearing required by law and adopt the Development Plan and the TIF Plan.</p>
District Type	3.03.3	<p>TIF District 6-1 is an economic development district. The District meets the statutory criteria in that the municipality finds that the project will discourage commerce, industry, or manufacturing from moving their operations to another state or municipality; it will result in increased employment in the state; and it will result in preservation and enhancement of the tax base of the state.</p>
Estimated Tax Increment	3.04.1	<p>The projected development is estimated to create annual tax increment revenue of approximately \$39,000. This amount is based on the following factors:</p> <ul style="list-style-type: none"> • Assumed Estimated Market Value of the parcel after development of approximately \$1,305,000 based on the proposed project. • Classification of the property as commercial-industrial. • The Original Tax Capacity value of the TIF District based on the current Estimated Market Value of the property. • The Local Tax Rate of 166.623% for taxes payable in 2014. <p>The actual Estimated Market Value of the property will be set by the County Assessor after completion of construction. Changes in property values and tax rates will alter the amount of tax increment revenue from year-to-year.</p>
Uses of TIF	3.04.2 3.04.3	<p>The TIF Plan assumes that the City will reserve the authority to retain up to 10% of the tax incre-</p>

Item	Plan Section	Comments
	3.04.4	ment revenue to pay for administrative costs.
	3.04.5	After the project is completed, the City plans to advance monies to reimburse the developer for legal and consultant fees (paid from developer escrow) associated with establishing the TIF District. The City will advance the funds through an inter-fund TIF loan. The tax increments collected from the TIF District, and retained for administrative expense, will be used to repay the interfund loan.
	3.04.6	
Duration	3.04.7	
		<p>The TIF Act allows tax increments to be collected from the TIF District for a period not to exceed eight (8) years from the date of receipt of the first tax increment. The City reserves the right to collect tax increments for this period to undertake additional eligible activities in the TIF District and the Development District.</p> <p>Under the current estimated schedule for development, the first tax increment will be collected in 2016 (construction substantially completed in 2014) creating the authority to collect tax increments through 2024. The City expects to request decertification of the TIF District after reimbursement of all eligible public costs and administrative expense but no later than after the final receipt of taxes payable.</p>
Administration	Article IV	<p>Following final City approval of the Plan, Northland will request certification of the TIF District by the County. Northland will also file a copy of the plan with the State.</p> <p>Approved development agreements will serve as the guide for the use of tax increment to reimburse a developer.</p> <p>Beginning in 2015, the City will be responsible for compliance with statutory annual reporting requirements.</p>

Whitcomb opened the public hearing at 7:16pm

DOBSON MOVED TO CLOSE THE PUBLIC HEARING AT 7:16PM WITH NO COMMENTS.
 ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HALLIN MOVED TO APPROVE RESOLUTION 14-17 ESTABLISHING DEVELOPMENT DISTRICT NO. 6 AND THE DEVELOPMENT PROGRAM THEREFORE AND ESTABLISHING TAX INCREMENT FINANCING (ECONOMIC DEVELOPMENT) DISTRICT NO. 6-1 THEREIN, AND

APPROVING A TAX INCREMENT FINANCING PLAN THEREFORE. DOBSON SECONDED THE MOTION.

WALKER MOVED TO APPROVE RESOLUTION 14-18 AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT. ZIMMER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY

HALLIN MOVED TO APPROVE RESOLUTION 14-19 APPROVING THE TERMS OF A \$20,000 TAX INCREMENT INTERFUND LOAN IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO. 6-1, WITHIN DEVELOPMENT DISTRICT NO. 6. ZIMMER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Planning Commission of April 21, 2014
- B. Park Board of April 28, 2014

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Neighbors on the Rum, request for parking lot party June 7th, 2014

Karnowski reported that the city has received a request from Neighbors on the Rum to have a party, dance and bar in their parking lot on June 7th to kick off Rum River Festival as the previous establishment did as well. They will have security at the event.

The council asked what time it usually runs until. Backlund said the previous establishment usually shut down the band by midnight.

Payne said in the past, they required a snow fence to contain the area with an entrance that included security.

HALLIN MOVED TO APPROVE NEIGHBORS ON THE RUM'S REQUEST FOR A PARTY, DANCE AND BAR TO BE HELD IN THEIR PARKING LOT ON JUNE 7TH WITH A CLOSING TIME OF MIDNIGHT, THE CHIEF BE CONTACTED FOR HIS REQUIREMENTS, AND THAT THE PROPERTY BE CLEANED UP BY MORNING. DOBSON SECONDED THE MOTION.

Tim Siereks asked why this would be allowed to go until midnight, when the races need to be shut down by 11pm. The Council stated that this is a one-time event, whereas the races extend several months and affect a much larger portion of residents.

MOTION CARRIED UNANIMOUSLY

- B. Wine and Spirits Grant Request for Princeton Youth Softball and Baseball Assoc.

Karnowski reported that the Princeton Youth Softball and Baseball Association (PYSBA) is requesting \$1000 to assist with upgrades to the dugouts at the JV Field at Mark Park.

Nathan House spoke about the requested upgrades they would like to make to the dugouts. They would like to take out the pea rock that is there, level it, and add a nice bench. Pettibone Construction is donating 50% of his labor costs. House said his portion of the work will cost about \$1,250 in materials, and he will be donating all his labor. He would like to make the fields safer for everyone. He said it will be about \$5000 total in materials and labor, so he is looking for funding to assist in those costs. He has already gotten the stain needed donated.

Dobson asked how many kids are currently in the program. House said they handle the 5-15 age group and there are about 180 in Baseball and 55 in softball, but they have been as high as 285 total kids.

Dobson asked if that field is used if the school uses it for tournaments as well. House stated that is correct. He understands that there may be some funds left over when the school completes their backstop improvements, so they may approach them for some assistance as well. He is also approaching the PYSBA board for matching funds. He said they are constantly trying to look for any revenues available to help the kids and programs.

DOBSON MOVED TO APPROVE PYSBA'S REQUEST FOR \$1000 IN FUNDS TO ASSIST IN DUGOUT UPGRADES TO THE JV FIELD DUGOUTS AT MARK PARK. HALLIN SECONDED THE MOTION. VOTE 4:0:1 ZIMMER ABSTAINED, MOTION CARRIED

ORDINANCES AND RESOLUTIONS

A. Ordinance 706 – amending Dynamic Signs – FINAL READING

Fuhrman reported that 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 signs. The following research took place:

- A Dynamic Sign Committee was formed, which included a downtown business owner. Their recommendation was to not allow electronic signs in the downtown and along a portion of Rum River Drive.
- The Chamber's Downtown Committee was polled, and the majority of responses received were not in favor of not allowing these types of signs in downtown.
- The entire Chamber membership was sent an online survey, and the majority of the responses were in favor of limiting the location of these signs.
- Various other community regulations and the League of Minnesota Cities' recommendations.

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.
- These signs shall require review by the Planning Commission.

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. No changes have been made since the first reading.

City staff requests the City Council make a motion to adopt Ordinance 706.

DOBSON MOVED TO APPROVE 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.

Hallin asked what happens with the current signs that do not meet these requirements. Fuhrman responded that they would be considered legal non-conforming.

Walker asked if the businesses with these electronic signs would be agreeable to turn down the intensity at night. Fuhrman replied that they did talk about that at the Planning Commission, but the businesses have not yet been contacted.

THE MOTION CARRIED UNANIMOUSLY

B. Ordinance 707, Sign Ordinance Amendment

Fuhrman reported that the Planning Commission has been discussing and researching several updates to the Sign Ordinance. This 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.

Note: The City Attorney had made a recommendation that a more specific load bearing requirement be added to the language, versus "each sign shall be thoroughly secured and anchored..." Staff discussed this with the Building Official, and he stated the only way to do that would be through requiring engineered drawings. Staff would not recommend this option.

The City Attorney also suggested that a specific distance be required between the building and sign for Fascia/Soffit signs. Would the City Council like to see a specific distance be added to the Ordinance? As it stands, it currently states "Each sign shall allow for snow and water to run between the building and sign."

Section 1–Intent and Section 2–Findings have been added since the first reading. Staff is requesting the City Council make a motion to approve Ordinance No. 707.

Whitcomb said he understands that the Attorney would like to see a distance from the building be required for wall signage, but would like to pass this as it now, and then the Planning Commission can make that change at some point if needed. Walker agreed.

Dobson said he knows the Planning Commission has spent a lot of time working on this, and agreed on passing the amendment as is and see how it works.

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

C. Resolution 14-20, approving road closures for Princeton Events

Karnowski reported that the City needs to approve the road closures for the 2014 events. Once Resolution 14-20 is passed, it will be forwarded to the Mille Lacs County Board for approval as well.

HALLIN MOVED TO APPROVE RESOLUTION 14-20 REQUESTING THAT THE COUNTY OF MILLE LACS ALLOW THE CITY OF PRINCETON TO ANNUALLY CLOSE A PORTION OF RUM RIBER DRIVE (CSAH 29) FOR VARIOUS PRINCETON EVENTS. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

D. Resolution 14-21, Safe Routes to School Project

Nielson reported that this Resolution may not be needed, but was requested by the Engineer in case he needs it from the City as well as the County

HALLIN MOVED TO APPROVE RESOLUTION 14-21 APPROVING THAT THE CITY OF PRINCETON ACT AS A SPONSORING AGENCY FOR THE SAFE ROUTES TO SCHOOL. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Public Safety Building Pay Estimate number 9

Karnowski reported that he recommends the approval of pay estimate #9 in the amount of \$44,273.15 for the Public Safety Building.

Walker asked if the paving that needs to be done yet is included. Karnowski said that is not included in this pay estimate.

HALLIN MOVED TO APPROVE PAY ESTIMATE #9 FOR THE PUBLIC SAFETY BUILDING. WALKER SECONDED THE MOTION.

DOBSON MADE A FRIENDLY AMENDMENT TO INCLUDE THE AMOUNT OF \$44,273.15. HALLIN AND WALKER ACCEPTED THE FRIENDLY AMENDMENT AND THE MOTION CARRIED UNANIMOUSLY.

B. PAVC Riverside Park Otto Bremer Grant Application

Fuhrman reported The Princeton Area Visionary Committee recently submitted a grant application to the Otto Bremer Foundation to complete some improvements to Riverside Park. The proposed improvements include:

Restroom Upgrades	Demolish existing restrooms; Add fill to elevate above floodplain; Construct new restrooms with showers and handicap accessibility	\$65,000
	Installation of guard rail behind retaining wall for adjacent commercial business	\$1,950
	Update sanitary sewer (pump, lift station, electricity updates)	\$13,000
	Retaining Wall behind restroom to prevent further erosion of bank	\$10,000
Campground Updates	Utility Updates (electricity & storm sewer)	\$15,000
	Add bituminous to campsites	\$5,000
Picnic Shelter	Re-roof and add electricity/lighting	\$7,700
Miscellaneous	Replace existing campground grills, garbage receptacles, benches, & picnic tables	\$16,650
		\$134,300

Back in 2012 the City Council earmarked \$90,000 of the RR TIF fund to go towards the amphitheater project, particularly the moving of the water main and associated grading work until the end of 2014 with the stipulation that the remaining funding be secured.

Then, in October 2013, the City Council set aside \$50,000 of that \$90,000 to serve as a match for the Legacy Grant application, with the intent that the remaining funds be used as a match for future grant applications. The abovementioned improvements, among others, were included in that 2013 Legacy Grant application submitted by the City, but that application was not funded.

The PAVC is now requesting that the City Council devote a portion of that \$90,000 towards the Otto Bremer Grant request as a local match.

Zimmer asked how much is required as a match. Dobson said he does not believe it is required, but it can increase the chance for approval.

Hallin questioned how much to put up for a match. Walker suggested 10%, and see where it goes. Zimmer asked Fuhrman if she knew why we did not get the legacy grant. She responded that she spoke to them, and was told that they did not receive as much money this year, they are usually heavily interested in Nature type projects, and the amphitheater doesn't quite fall into that category.

Dobson speaking on behalf of PAVC, said their goal was to enhance the area, to bring more people downtown, and the amphitheater was what they first came up with. Since Fuhrman has suggested smaller upgrades and a more phased approach, they are in support of that as well.

Walker and Hallin suggested 20% for a match as that would hopefully increase the chances of approval.

HALLIN MOVED TO APPROVE A 20% MATCH FOR THE OTTO BREMEMBER FOUNDATION GRANT FOR RIVERSIDE PARK IMPROVEMENTS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

A. Public Works truck purchase and sale of 2000 Chevy

Gerold reported that the Public Works Department is purchasing a used 2013 truck, which is listed in the CIP for purchase. Staff is requesting approval to sell the 2000 Chevy at auction.

Also, back in December, the council approved the trade in of the 1995 ford 9030 Bi-Directional tractor. The auctioneer stated they would likely get more at auction than they would via trade in, so he is asking for approval to see the tractor and attachments at auction.

HALLIN MOVED TO APPROVE THE SALE OF THE 2000 CHEVY AT AUCTION. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

WALKER MOVED TO APPROVE THE SALE OF THE BI-DIRECTIONAL TRACTOR AND ATTACHMENTS AT AUCTION. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Public Works Hot Mix Trailer purchase

Gerold reported that the Public Works department would like to purchase the Hot Mix Trailer which is listed in the CIP. However, the trailer the Department was going to purchase was a Demo Unit, which has been sold. Therefore, staff is requesting an additional \$8,000 to be allocated towards that purchase.

HALLIN MOVED TO APPROVE THE ALLOCATION OF AN ADDITIONAL \$8,000 TOWARDS THE PURCHASE OF THE HOT MIX TRAILER AS LISTED IN THE CIP. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

C. Public Works Generator Disposition

Gerold reported that the Public Works Department acquired a larger generator from PUC that they put in at their lift station. It is not feasible to modify the second generator, so it is of no value to them at this time. He is requesting Council approval to sell the back-up generator from the South Lift Station on auction.

DOBSON MOVED TO APPROVE THE SALE OF THE SOUTH LIFT STATION BACK-UP GENERATOR AT AUCTION. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Regarding generators, Karnowski reported that Chief Roxbury located a generator large enough run the public safety building for a very good price. It was used with only 16 hours. The PUC is working with staff to wire it for the building.

D. City Facebook Policy

Karnowski reported that it has been suggested that the city include a policy advising the public that inappropriate comments made on the city's Facebook page may be deleted.

The following is the proposed language for that policy. It's also been suggested that, generally, at least two (2) supervisory staff concur that a posted comment should be deleted before the comment is actually deleted. The exception is that comments posted on a weekend or after hours may be deleted by one supervisory staff person.

If the Council concurs, a motion to adopt the policy below and direct staff to post it on the City's Facebook page would be in order.

City of Princeton's Facebook comment policy

The City of Princeton makes use of a variety of media, including Facebook, to communicate to the public in an accurate, timely and open manner. While the City always welcomes participation and feedback from the public, the City reserves the right to delete comments that:

- Contain vulgar language
- Are personal attacks of any kind
- Are offensive
- Are prejudiced or hurtful remarks made toward any person or entity
- Are spam
- Include sales/promotion of goods or services, or links to other sites
- Are off-topic
- Promote illegal activity

- Promote services, products, or political organizations
- Infringe on copyrights or trademarks

Comments expressed on the City of Princeton's Facebook page do not necessarily reflect the opinions or positions of the City of Princeton, its employees, or its elected officials.

WALKER MOVED TO APPROVE RECOMMENDED THE FACEBOOK POLICY AS WRITTEN. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

E. Pet Shop Regulations

Karnowski reported that the Animal Humane Society Inspector and City Attorney are recommending that the regulation of pet shops in the city be handled through a licensing program rather than through the zoning ordinance.

If the Council wishes to consider that option, does the City Council prefer to have staff do the research and bring a recommendation back to the Council at a future meeting or would the Council prefer to have a sub-committee formed to address that recommendation?

Dobson asked for clarification if it would include only businesses that sell pets. Karnowski responded that was correct. He feels staff can work on this and bring it back to the council. Hallin suggested getting examples from other cities, so we have a good place to start. Karnowski mentioned that once staff comes forward with a first reading, that will give the public some time to add their comments before a final reading and ordinance was passed.

F Downtown Beautification

Fuhrman reported that the Downtown Committee (DTC), as well as other volunteers, are teaming up this year with the Community Beautification Committee (CBC) in helping to spruce up the downtown landscaping.

Last year, the roses along the two blocks with the wrought iron fences were pulled, and for quite some time, the day lilies have been in need of some revamping. The DTC requested Prairie Restorations provide a quote to replace what is planted near the wrought iron fences in the hopes of planting something that is low maintenance, but still pleasant-looking, while also utilizing a local company. Their quote, along with photos of relevant projects are as follows:

Three options are presented in the quote:

A) Seeding only - \$3,045

- Could take 3 years to see the full sized plants.
- The outcome is random and less predictable.
- These plants would have more of a tendency to flop over onto the sidewalk.

B) Seeding with Plugs - \$4,996 (*recommended by Prairie Restorations Staff)

- Could take 2 years to see the full sized plants.
- The plants can be arranged and clustered. Appears more "organized".

C) Seeding with 4-inch Pots - \$9,196

- See more finished results right away, but still small.
- Within one year, the plants would be close to full size.

These prices include if we take care of the labor of pulling the existing daylilies. (*Note: A Downtown Cleanup is occurring on May 13th at 3:30 PM at which time the daylilies could be pulled*). Some cost-saving options include:

- Lessening the numbers of plants and decreasing the size of the project, which could include clustering the native landscaping plants in certain areas (such as near the clock tower or near the steps into the parking lot) and keeping the daylilies in the other areas; AND/OR
- We provide the labor for the plant installation.

The DTC has encouraged downtown businesses to collect donations to go towards this effort. In exchange for a donation, donators get their name on a paper flower displayed in downtown businesses.

As a reminder, every year, \$2,500 is placed into the Community Beautification Committee's account to pay for flowers and holiday decorations. Over the years, the CBC has not spent all the money, and so the account does hold sufficient funds to pay for one of the options presented by Prairie Restorations.

The City Council is being asked if they would like to utilize Prairie Restoration's work to help revamp the landscaped areas near the wrought iron fences.

Walker said his concern is that people will complain that we pulled out the daylilies and put in weeds. It was suggested to go with Jim Sinkel's suggestions of putting them in an area and to go with pots so we can see results within the first year. The council asked how much was in the beautification fund. Jackson responded that there is approximately \$18,000 total in the fund.

Karnowski said in one of his previous positions, there was a subdivision that that went this route. The officials said that it seemed sensible at the time, but they get the same type of complaints of them looking like weeds and they were not happy with it.

Maureen Gould commented that the daylilies did not do very well or bloom much last year, so something needs to be done with them. Hallin asked if Whitcomb's nursery had some options for plants. Gould did say the soil there is very poor, so hardy plants are needed. Gerold said daylilies are very hardy and suggested splitting them, as they will usually take off well after that.

Walker asked how much the Council would like to spend on some of the Native Landscaping.

WALKER MOVED TO APPROVE THE PURCHASE OF \$3,000 IN NATIVE LANDSCAPING POTTED PLANTS, TO USE IN STRATEGIC LOCATIONS TO DETERMINE IF THE RESULTS ARE WHAT THEY WOULD LIKE AFTER A YEAR. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MISCELLANEOUS

Hallin said Family Pathways have been selected to be on Twin Cities Live. They chose 10 people to come and talk about their programs, and she is one of them that was chosen.

BILL LIST

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$71,068.57 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 69904 TO 69982 FOR A TOTAL OF \$231,507.95. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

MOVED TO ADJOURN THE MEETING AT 8:25 pm. SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk
ATTEST:

Paul Whitcomb, Mayor