

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 12, 2011, 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Jeremy Riddle called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Paul Whitcomb, Dick Dobson and Thom Walker. Councilor Victoria Hallin was absent. Staff present was Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Brian Payne, Public Works Director Bob Gerold, and City Clerk Katie Hunter. City Attorney Dick Schieffer and Attorney Damien Toven were also present.

AGENDA ADDITIONS/DELETIONS

The following items were either updated or added to the agenda:

The April 26, 2011 minutes were updated.
Hiring of Splash Park Employees
Resolution 11-23 Accepting Contribution to Mark Schneider Family
Princeton PTO Request, there was new information
East Birch Estates had an updated resolution
Family Pathways; Evergreen Recycling Event

**CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF APRIL 26 2011 AND
STUDY SESSION MINUTES OF MAY 5, 2011**

WHITCOMB MOVED TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 26, 2011 AND STUDY SESSION MINUTES OF MAY 5, 2011. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS).

CONSENT AGENDA

B. Personnel

1. Hiring of Splash Park Employees
 - a. Ben Kampa at \$7.75/hour
 - b. Kyra Halverson at \$7.75/hour
 - c. Nicole Dehn at \$7.75/hour B
 - d. Baily Kampa at \$7.25/hour
 - e. Emily VanBergen at \$7.25/hr

WALKER MOVED TO APPROVE THE CONSENT AGENDA. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS).

OPEN FORUM

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

The following minutes were reviewed by the council with no comments:

- A. Fire Advisory Board April 5, 2011 Minutes
- B. Draft EDA Minutes of April 21, 2011
- C. Draft Planning Commission Minutes of April 18, 2011
- D. Draft Parks & Rec Board Minutes of April 25, 2011

PETITIONS, REQUESTS, AND COMMUNICATIONS
ORDINANCES AND RESOLUTIONS

A. Ordinance #664 – Park Dedication Fee Amendment (first reading)

Karnowski explained that the state statute regarding park dedication fees has been changed and the city needs to amend the city ordinance to comply with the new language. The proposed ordinance would alter the city's Park Dedication Fee process to be as follows:

<u>Item</u>	<u>Last Change</u>	<u>Ordinance</u>	<u>Fee</u>
Park/Land Dedication (Minimum)			
R-1 Zone	5/26/11	#664	8% of Total Land Area *
R-2 Zone	5/26/11	#664	10% of Total Land Area *
R-3 Zone	5/26/11	#664	12% of Total Land Area *
Commercial/Industrial Zone	5/26/11	#664	5% of Total Land Area *

Exclusive of public road right of way and required drainage areas and natural wetlands

WHITCOMB MOTIONED TO ACCEPT ORDINANCE 664 AS A FIRST READING. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS).

Walker asked if the existing fees were based on land valuation. Karnowski said, for example, if someone is were to do a large development, the existing fees would accept eight percent of the land mass or eight percent of the estimated market value. For a smaller development, the city could collect a fee and then use the funds to improve a nearby park.

B. Resolution 11-23 – Accepting Contribution from Mark Schneider Family

Karnowski explained that Mark Schneider's family would like to have a remembrance for Mark dedicated for him in one of the city parks. In addition to being a city employee at the Waste water Treatment Plant, Schneider was also chair of the Park Board. The family will contribute \$700 toward the purchase and installation of park bench in Pioneer Park.

DOBSON MOTIONED TO APPROVE RESOLUTION 11-23 AS WRITTEN. WALKER SECONDED THE MOTION.

Dobson added that the Schneider family has been working with the Park Board for quite some time now. This bench will be on behalf of the Schneider family and the Park Board.

THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

UNFINISHED BUSINESS

Princeton PTO Donation Request: North Elementary Playground

Karnowski reminded the council that at their March 10th meeting they reviewed a request and listened to a presentation from the Princeton Parent Teachers Organization regarding funding for the replacement of playground equipment at North Elementary.

At that time, the council had requested a review of how much of the Liquor Store Funds the city had contributed over the past several years. That info was as follows:

Dobson said he feels that before the city commits to anything, he would like to see where the other funding is coming from and if they're getting support from townships. It seems that the majority of the students are coming from the townships.

The Mayor added that the donation budget is almost exhausted for the year already.

DOBSON MOTIONED TO TABLE THIS ITEM UNTIL ADDITIONAL INFORMATION COMES IN. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

Karnowski said he would send a letter advising the P.T.O. that the council would like to see who else was contributing to the funding.

April 7, 2011 Council Minute Amendment

Karnowski said that the Sherburne County Assessor's office reviewed the minutes from the council's April 7th Board of Review and noticed that the motion to not recommend any changes was not recorded in the minutes. Apparently that motion needs to be recorded to assure the Board of Adjustment process was completed. Karnowski apologized for the error.

The following motion should have been recorded:

WALKER MOVED TO CONCUR WITH THE RECOMMENDATION OF THE SHERBURNE COUNTY ASSESSOR'S OFFICE AND TAKE NO ACTION TO MODIFY THE VALUES OF ANY OF THE PROPERTIES DISCUSSED BY THE BOARD. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS).

Karnowski went on to explain that to correct this error, a three step process is required, making three separate motions.

RIDDLE MOTIONED TO RECONSIDER ADOPTING THE APRIL 7, 2011 BOARD OF APPEAL MINUTES. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY. (4 AYES, 0 NAYS.)

WHITCOMB MOTIONED TO AMEND THE MINUTES OF THE APRIL 7, 2011 BOARD OF APPEAL TO REFLECT THE MOTION OF NO ACTION MODIFYING THE VALUES OF ANY PROPERTIES DISCUSSED THAT EVENING. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

WALKER MOTIONED TO APPROVE THE MINUTES OF THE APRIL 7, 2011 BOARD OF APPEAL AS AMENDED. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

East Birch Estates Resolution 11-24

Karnowski advised that the development of the former Arcadian Homes site is progressing. The Central Minnesota Housing Partnership (CMHP) and city staff met Tuesday afternoon to review the process and identify the sequence and steps necessary to move the project forward.

Staff recommended that two Council approvals are requested. The first is to authorize the City Administrator to sign and send a letter of support that the CMHP needs to get the necessary approvals from state housing.

The second is adoption of Resolution 11-22 outlining the agreements the city is making regarding the project.

Karnowski noted that the proposed five percent reduction of the building permit fee was unique and the city had not before approved a building permit fee reduction. Still, he noted that the reduction would add points to the project and help earn outside funding. Karnowski suggested the reduction wouldn't necessarily set a dangerous precedent in that this is a 100% affordable housing project...which is very rare and probably will not happen again in Princeton.

The Council was advised that the hearing regarding East Birch Estates is scheduled for the June 2nd Study Session at 4:30 PM.

WALKER MOVED TO APPROVE RESOLUTION 11-22 AS WRITTEN. DOBSON SECONDED THE MOTION.

Jackson has set up a phone call with TIF experts to see if TIF could be used on this particular site. Upsizing the water lines in that area will improve the fire flow which would be a benefit to surrounding property owners.

THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

MAYOR RIDDLE MOVED TO DIRECT THE ADMINISTRATOR TO SIGN AND SEND THE LETTER OF SUPPORT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

NEW BUSINESS

Public Works Trucks

Public Works Director Bob Gerold explained that there are a two vehicles that have reached the point where they are no longer reliable enough to serve the department. Gerold asked permission to dispose of both a pick-up truck and a dump truck.

In addition, a used 2008 Dodge Ram 1500 with a 4.7 V8 and about 41,000 miles on it is available from a private party (Fastenal in Cambridge) and includes a trac rack. They've also agreed to replace the tires as part of the deal.

WALKER MOTIONED TO APPROVE THE DISPOSITION OF THE TWO NOTED TRUCKS AND THE REPLACEMENT PURCHASE. WHITCOMB SECONDED THE MOTION.

Dobson asked if this was a budgeted item. Gerold said that yes, this cost was actually going to be less than the budgeted amount.

THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

Dog Park

Gerold said that the Princeton Park Board has been working on a proposal to construct a Dog Park at Riebe Park. He noted there is \$7,000 set aside in the CIP budget for the preliminary work which includes the fencing, mulch and grass seed. The dog park would be three sided: 200' by 400' and open to the river so the dogs will have access to the river. These monies are also for fencing and a water fountain for the dogs including a water line to service the fountain.

DOBSON MOTIONED TO APPROVE THE CONSTRUCTION OF THE DOG PARK. WHITCOMB SECONDED THE MOTION.

Whitcomb asked if there would be waste disposal available at the park. Gerold said there will be a waste receptacle there.

Dobson added that a member of the Park Board is working on getting donations from companies that make the disposal bags.

THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

Habitat for Humanity Proposal

Karnowski said that Wayne Eller, the Executive Director of the East Central Minnesota Habitat For Humanity organization has written a letter to the City Council requesting Council consideration for the sale of the remaining parcel of the two at the old skating rink site.

They propose to buy the lot for the same price as the earlier lot. The Finance Director Jackson pointed out that the city has incurred legal costs regarding the lots that he feels should be rolled into the selling price – should the Council agree to sell the property.

It was noted that, as was the case with the first lot's selling, any sale would have to be reviewed by the Planning Commission.

Karnowski added that the neither of the sites have sewer and water currently available.

Dobson said if the city would to sell the second lot now, it would be far cheaper than trying to sell to someone else after paying a realtor, etc. This would be the best way to go if we could negotiate a selling price that includes legal costs that the city has incurred.

DOBSON MOVED TO APPROVE THE SALE OF THE SECOND SKATING RINK LOT AND DIRECT STAFF TO WORK WITH HABITAT FOR HUMANITY AND ATTEMPT TO RECOUP SOME COMPENSATION FOR THE LEGAL COSTS INCURRED BY THE CITY. WHITCOMB SECONDED THE MOTION.

Whitcomb asked how quickly the homes would be built on the sites. Karnowski said he felt that the homes would be built fast like the other two homes were. In fact, the Council was advised the city has already received the building permit application for the first home.

The Council agreed it would be a good thing if both homes could be completed simultaneously, as the earlier two homes were.

THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

Family Pathways – Evergreen Recycling Event

Karnowski said that he was approached by Family Pathways asking if the city minded if they did a recycling event where a portion of proceeds would go to family pathways.

The Council agreed that to have a recycling day in town would be a positive thing. Walker said it has been a while since something organized was in Princeton for recycling and would appreciate it. There was no objection.

BILL LIST

WHITCOMB MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL VOUCHER BILL LIST FOR A TOTAL OF \$98,614.33 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 64109 TO 64152 FOR A TOTAL OF \$161,867.49. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS).

CLOSED MEETING

The Council then held a closed meeting with the police union for a step 3 grievance consideration at 7:38 pm. Officer Ryan Van Denheuval said he wished to have the meeting closed.

DOBSON MOTIONED TO CLOSE THE MEETING. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS.)

The closed meeting was held and, when the Council reconvened in open session the Mayor announced that the Council voted to concur with the staff recommendation and denied the step 3 grievance.

ADJOURNMENT

There being no further business:

DOBSON MOVED TO ADJOURN THE MEETING AT 8:48 PM. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (4 AYES, 0 NAYS).

Respectfully Submitted,

Katie Hunter
City Clerk

ATTEST:

Jeremy Riddle, Mayor