

**MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL HELD ON
JUNE 6, 2013, 4:30 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Paul Whitcomb called the meeting to order. Council members present were Thom Walker, Jules Zimmer and Victoria Hallin. Staff present was Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Carie Fuhrman, Public Works Director Bob Gerold, Police Chief Brian Payne, Liquor Store Manager Nancy Campbell and City Clerk Shawna Jenkins. Absent was Council Member Dick Dobson

TH95/21st Ave Roundabout Discussion

Nielson stated the City has some unspent Federal Funds that were earmarked for improvements to the Highway 95 Corridor. If MnDOT will contribute the million in local initiative the ramp off Highway 169 could be moved and a roundabout placed at the 21st Avenue intersection. It would allow the City to use the federal money that is available, help the downtown area and solve the visibility issue with the ramp.

Walker asked if Nielson has done any cost estimates yet, or if this is just preliminary discussion. Nielson responded that they have not yet done any cost estimates, but will start the discussion with MnDOT. After the estimates are determined, the projects can be prioritized.

Walker asked if some of the \$940,000 can be used for engineering costs. Staff said in the email from Kelvin Hokinson from MnDOT, it states the local agencies would be responsible for any engineering costs.

Nielson said he will meet with Bruce Cochran with Mille Lacs County and MnDOT to start a discussion. He added that the whole corridor needs to be addressed, and then do the work in phases. Most of the traffic forecasting has already been done for the area.

Karnowski stated staff is looking for feedback as to what the council's priority is so discussions can begin. Walker asked for clarification, that if it all has to be done if the city does the roundabout at 21st Avenue. Nielson responded that it just needs to be in the plans for the future.

Hallin suggested leaving the access off Highway 95 down to the Moose Lodge and other sites for emergency purposes. Walker asked how it could be controlled to be used as emergency only. Karnowski and Gerold replied that the city has one in use currently and it is gated.

WALKER MOTIONED TO APPROVE STAFF TO MOVE FORWARD WITH DISCUSSION ON THE PROPOSED TRAFFIC IMPROVEMENT PROJECTS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Spencer Brook Township Fire Coverage Request

Karnowski reported that the City has received a letter from Spencer Brook Township requesting that the Princeton Fire And Rescue Department provide fire and rescue services to a portion of that township.

Apparently they're still undecided about how many sections will be in their final request document/contract, but they would like a response from the City advising that the city is able and willing to provide the requested coverage.

At their meeting this Tuesday, the Fire Advisory Board reviewed Spencer Brook's request and recommends that the Council agree to provide the coverage.

If the Council agrees with that recommendation, a motion to direct staff to send a letter to Spencer Brook Township advising of the city's willingness enter into a contractual agreement to provide fire and rescue services to a portion of their township would be in order.

HALLIN MOTIONED TO APPROVE STAFF TO DRAFT AND SEND A LETTER TO SPENCER BROOK TOWNSHIP ADVISING OF THE CITY'S WILLINGNESS TO ENTER INTO AN AGREEMENT TO PROVIDE FIRE AND RESCUE SERVICES TO A PORTION OF THE TOWNSHIP. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Public Safety Building Contract and Architect billing

Karnowski reported that the City Attorney has been working on a contract with the architect. Schieffer added that this is a contract that has been used in the past and works for any kind of consultant. The original draft was longer and included a lot of information that did not apply, so that was removed. Being his insurance coverage is on the low side, he said there is an indemnity that makes the architect responsible for any costs over his insurance coverage.

WALKER MOTIONED TO APPROVE THE CONTRACT AS WRITTEN WITH DAVID LINNER ARCHITECTS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HALLIN MOTIONED TO APPROVE THE PAYMENT OF \$43,350.00 TO DAVID LINNER ARCHITECTS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Sherburne SWCD funding request

Karnowski reported that the City has received a request from the Sherburne SWCD. With support via the Sherburne County Water Plan Advisory Committee, they are planning to host a U of M Extension Service workshop this fall for local elected and appointed officials and other community decision makers focused on Linking Land Use in Riparian Areas to Surface Water Quality.

Due to the cost associated with hosting this program, they are looking to pool resources and asking County, City and Township support. By supporting the program the City would be reserving space in the workshop for staff and/or elected officials.

HALLIN MOTIONED TO APPROVE A ONE TIME DONATION OF \$100 TO SHERBURN SOIL AND WATER CONSERVATION DISTRICT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Transient License Requests for the Rum River Parade

1. Boy Scouts of America Troop 16
2. Gerald Johnson, dba Matt Milner Sales
3. Boy Scouts of America Troop 132

HALLIN MOTIONED TO APPROVE TRANSIENT MERCHANT LICENSES FOR THE BOY SCOUTS OF AMERICA TROOPS 16 AND 132, AND GERALD JOHNSON. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Street Closure requests from the Chamber of Commerce

Karnowski reported that the Chamber of Commerce is requesting road closures for the following events.

Rum River Festival Street Fair / VFW Car Show on Saturday June 15th

1. The street fair will take place on Rum River Drive between First Street and 2nd street north from 6am to 7pm
2. The VFW Car Show will take place on the block west of Rum River Drive on 2nd Street North from 9am to 6pm
3. The 5K run will take place on 4th Avenue from the Library/Rum River Auto to the Lagoon 8am to noon

Block Party on Friday July 26th

1. Rum River Drive closes at 1pm / North Mall Parking lot closes at 2pm
2. Block Party will take place between First Street and 2nd Street North on Rum River Drive
3. Car Show in North Mall Parking lot
4. Rum River Drive remains closed until 10pm

Chili Fest on Saturday September 28

1. Rum River Drive and North Mall Parking lot closes at 8am to 6pm
2. Chili Fest will take place between First Street and 2nd Street North on Rum River Drive

Small Business Saturday on November 30

1. Rum River Drive closes at 8am to 8pm
2. Small Business Saturday will take place between First Street and 2nd Street North on Rum River Drive
3. Horse drawn carriage rides on First Street from Rum River Drive to the Depot (or other location as to be determined i.e. Trinity Crossing, South Mall)
4. First Street to be closed 5pm to 6pm from Seventh Avenue to the Stop Lights for the Mini Dazzle Parade. From First street, the parade is to be north on Rum River Drive to 2nd Street North

Karnowski stated that the closure of Rum River Drive will need to be coordinated with the County. Payne said one problem they experienced last year, was with the road closure for the car show interfered with the 5k. Walker asked if they could hold the car show in the parking lot behind the church. Payne we had a lot of runners last year and suggested holding off the car show until 10am. Whitcomb agreed that it made sense to start the car show at 10am.

WALKER MOTIONED TO APPROVE THE ROAD CLOSURES AS REQUESTED BY THE CHAMBER OF COMMERCE. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Fireworks Sale Permit – Walmart (throughout interior of the store)

Karnowski reported that Walmart is requesting a license to sell fireworks in their store.

HALLIN MOTIONED TO APPROVE THE FIREWORKS SALE PERMIT FOR WALMART. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Purchase of used 1-ton truck for public works

Gerold stated that in the Public Works CIP he requested a truck to use for the cemetery. He added that the hitch off the old truck may be able to used on this one, so that may bring the cost down slightly on the quoted price.

HALLIN MOTIONED TO APPROVE THE PURCHASE OF THE 1 TON TRUCK FOR A TOTAL OF \$22,350. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURN

WALKER MOTIONED TO ADJOURN THE MEETING AT 5:15 PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins

ATTEST:

Paul Whitcomb, Mayor