

**CITY OF PRINCETON  
Planning Commission  
Agenda  
June 15, 2015  
7:00 P.M., City Hall**

- 1. Call to Order**
  
- 2. Approval of Minutes of Regular Meeting on May 18, 2015 - Tab A**
  
- 3. Agenda Additions/Deletions**
  
- 4. Public Hearing: None**
  
- 5. Old Business:**
  
- 6. New Business:**
  - A. Ordinance Amendment for B-2 Conditional Use – Tab B**
  - B. Ordinance Amendment for Boundary Line Adjustment – Tab C**
  - C. Caribou Coffee/Einstein Bros Bagels – Tab D**
  
- 7. Communication and Reports:**
  - A. Verbal Report**
  - B. City Council Minutes for May, 2015 - Tab E**
  
- 8. Adjournment**

**THE MEETING OF THE PLANNING COMMISSION BOARD HELD ON MAY 18, 2015,  
AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

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The meeting was called to order at 7:00 P.M., by Jack Edmonds. Members present were Jeff Reynolds, and Chad Heitschmidt. Staff present were Jolene Foss (Comm. Dev. Director) and Mary Lou DeWitt (Comm. Dev. Assistant).

Absent was: Eldon Johnson

**APPROVAL OF MINUTES OF REGULAR MEETING ON APRIL 20, 2015**

Edmonds said he would like to clarify his comment on page 7, halfway down the page where he said "No" in regards to the decrease of property value. He recalls that he said "No, it should not."

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE THE MINUTES OF APRIL 20, 2015 WITH THE ADDTION OF WORDAGE ON PAGE 7, EDMONDS SAYS "NO, IT SHOULD NOT". UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**AGENDA ADDITIONS/DELETIONS:**

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**

**A. #15-08 Interim Use Permit at 114 Rum River Drive North**  
Comm. Dev. Director Memo:

**BACKGROUND**

Michael Brooks has submitted an application for an Interim Use Permit to allow a church or place of worship and bread distribution in the B-1 Central Business Zoning District.

**ANALYSIS**

The property site is located at 114 Rum River Drive North on the property described as Condo #3, Princeton Riverside Plaza, Unit 116, City of Princeton, Mille Lacs County, PID #24-690-0160, Section 33, Township 36, Range 26.

The location is zoned B-1 Central Business District.

It is the intent of the B-1 Central Business District to create an area which will serve as the focal point of community interest and as a focal point of commercial, financial, office, entertainment, and governmental activity.

*The following use is permitted by the issuance of an Interim Use Permit:*

Churches or place of worship provided that:

- a) Such space is within a multi-tenant building
- b) Joint parking arrangements allow for compliance with parking requirements for all uses (as regulated by Chapter VI, Performance Standards)

**Interim Use Permit Review Standards/Findings of Fact.** When reviewing 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 a B-1 Central Business 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. Staff is recommending that the Interim Use Permit terminate when and if Michael Brooks decides to sell the site in the future. Upon the sale of the land the Interim Use Permit terminates at the sale.
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.

**CONCLUSION/RECOMMENDATION**

Based on the findings that the proposed Interim Use appears to meet the review standards and provisions as listed in the Zoning Ordinance, the Planning Commission recommend that the City Council approve the proposed Interim Use Permit for a church or place of worship and bread distribution in a B-1 Central Business Zoning District.

This recommendation is contingent upon these:

**Conditions of Approval:**

1. The Interim Use Permit be reviewed annually.
2. The Interim Use Permit terminate when and if Michael Brooks decides to discontinue leasing and/or sell the site in the future. Upon the sale of the land the Interim Use Permit terminates at the sale.
3. Activities shall be limited to those proposed by the applicant:
  - a. Church Services on Saturdays from 5:00 to 9:00 pm;
  - b. Bible Studies on Tuesdays and Thursdays from 6:00 to 9:00 pm;
  - c. Bread Distribution on the 1<sup>st</sup> and 3<sup>rd</sup> Saturday of the month from including set-up and tear-down from 8:30 am to 1:30 pm;
  - d. Possible additional opportunities to bless the community (Dinners, etc...)
4. Provision of Fire Inspection, Seating Plans, Maximum Occupancy Load, and signage plans.
5. Building Permit will be required for build out.

\*\*\*\*\*End of Staff memo\*\*\*\*\*



Greater Life of Princeton, MN handed out this memo along with photos and a site plan of the area to staff and the Planning Commission Board at the Planning Commission meeting:

- Bread Distribution – First & Third Saturday of each month from 9:00 A.M. to 1:00 P.M.
- Saturday Night Worship Service – from 5:00 P.M. to 9:00 P.M.
- Tuesday Night Bible Study – from 5:30 P.M. to 9:00 P.M.
- Thursday Night Bible Study – from 5:30 P.M. to 9:00 P.M.
- Food Distribution Once a Month – to be determined

Parking Spot

- In the lot 36 spots from Pizza Barn to Gary’s Barber Shop
- 18 spots on Rum River Drive on the Eastside
- 8 spots on First Street on south side of the Mall

We have six families.

In our Saturday Night Worship Service we have anywhere from 15 to 40 people attending at this time.

\*\*\*\*\*End of Michael Brooks Memo\*\*\*\*\*

Foss said prior to the meeting she did receive some information from the applicant that answered some of the conditions in her memo.

Edmonds asked Foss if the number of 15-40 people would be the maximum be an issue with the parking lot and capacity.

Foss said she believes 1 spot for 3 people. She only sees one exit. They are not labeled.

Michael Brooks, applicant said there are two. One is by the front door and the other is in the hallway that goes out to the street. He understands the Fire Marshal has to approve the capacity.

Heitschmidt said 5:30 P.M. to 9:00 P.M. and in the conditions in staff’s memo is 6 P.M. to 9 P.M.

Brooks said 5:30 P.M. gives him a half hour to get there and get it ready.

Heitschmidt suggested that we correct staff’s conditions for Tuesday and Thursday night Bible Study time 5:30 P.M. to 9:00 P.M.

Foss will do that.

Edmonds opened the public hearing.

Brooks said he is leasing the building now and may purchase it in the future. He has been in the community for five years and has done the bread distribution for four years. He had started the bread distribution in the old Ben Franklin building for 1 ½ years until Jeff Hammer who owns the building was ready to use it and he needed to find another facility. The bread distribution is 60% to the elderly. There is a couple elderly apartment buildings within two blocks from the location and they do a lot for them.

Edmonds said Brooks is established here already.

Heitschmidt asked Brooks if he has any concerns or issues with what staff has for the conditions.

Brooks said no. He explained the site plan of where he has the square footage of the site. They would remove walls within the yellow highlighted area on the site plan if the membership grows.

Matt McClay, Power Source North Pastor, said he has watched Michael Brooks in his ministry and he does a fantastic job in his ministry. He believes that he will be working with Michael Brooks once in a while.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE ITEM #15-08 INTERIM USE PERMIT AT 114 RUM RIVER DRIVE NORTH TO ALLOW A CHURCH OR PLACE OF WORSHIP AND BREAD DISTRIBUTION IN THE B-1 CENTRAL BUSINESS ZONING DISTRICT WITH THE FOLLOWING CONDITIONS:

1. THE INTERIM USE PERMIT BE REVIEWED ANNUALLY.
2. THE INTERIM USE PERMIT TERMINATE WHEN AND IF MICHAEL BROOKS DECIDES TO DISCONTINUE LEASING AND/OR SELL THE SITE IN THE FUTURE. UPON THE SALE OF THE LAND THE INTERIM USE PERMIT TERMINATES AT THE SALE.
3. ACTIVITIES SHALL BE LIMITED TO THOSE PROPOSED BY THE APPLICANT:
  - A. CHURCH SERVICES ON SATURDAY FROM 5:00 TO 9:00 P.M;
  - B. BIBLE STUDIES ON TUESDAYS AND THURSDAYS FROM 5:30 TO 9:00 P.M;
  - C. BREAD DISTRIBUTION ON THE 1<sup>ST</sup> AND 3<sup>RD</sup> SATURDAY OF THE MONTH FROM INCLUDING SET-UP AND TEAR-DOWN FROM 8:30 A.M. TO 1:30 P.M;
  - D. POSSIBLE ADDITIONAL OPPORTUNITIES TO BLESS THE COMMUNITY (DINNERS, ETC.)
4. PROVISION OF FIRE INSPECTION, SEATING PLANS, MAXIMUM OCCUPANCY LOAD, AND SIGNAGE PLANS.
5. BUILDING PERMIT WILL BE REQUIRED FOR BUILD OUT.



UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:

1. Is the proposed use an interim use listed in the district in which the application is being made? Yes.
2. Is the date or event that will terminate the use can be identified with certainty and continued? Yes.
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? Yes.
4. Would permission of the use not impose additional costs on the public if it is necessary for the public to take the property in the future? Yes.

**B. #15-09 Variance for setbacks at 405 7<sup>th</sup> Avenue South**

Comm. Dev. Director Memo:

**BACKGROUND**

Dylan Howard of Howard Homes, Inc., on behalf of Phil Lingle, has applied for a variance to construct an accessory building within the required rear yard (alley) and side-yard setback area. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial, and are not due to, or the result of, general conditions in the district in which the property is located.

**ANNALYSIS**

The property site is located at 405 7<sup>th</sup> Avenue South on the property described as Lot 4, Block 5, Murray's Addition & S 26 FT of Lot 5, Block 5 & N ½ of Vacated Alley between Lots 3 & 4, Block 5, City of Princeton, Mille Lacs County, PID #24-561-0260, Section 33, Township 36, Range 26.

The location is zoned R-2. The intent of the R-2 Residential District is to preserve the older historic area of the city, which was platted into small modest sized lots with a less restrictive zoning district permitting a higher density, but retaining the historic residential character of the district. The average density for this district is 4 to 8 units per acre.

**Variance:**

Construction of an accessory building within the required rear yard (alley) and side-yard setback area requires a Variance. Required rear yard (alley) setback is 5 feet, request is for a 2 foot setback. Required side-yard setback is 5 feet, request is a 3 foot setback.

**GENERAL VARIANCE REVIEW STANDARDS**

Subsection 3.B of Chapter IV outlines the standards for review of a Variance:

1. *Is the variance in harmony with the general purposes and intent of the zoning?*

**Comment:** Yes-The variance is in harmony with the general purposes and intent of the zoning ordinance.

2. *Is the variance consistent with the Comprehensive Plan?*

**Comment:** Yes-It appears the variance will remain consistent with the Comprehensive Plan.

3. *Does the property owner propose to use the property in a reasonable manner not permitted by the zoning ordinance?*

**Comment:** Yes-the property owner proposed to use the property in a reasonable manner not permitted by the zoning ordinance.

4. *Are there circumstances unique to this property not created by the landowner?*

**Comment:** Yes-There are circumstances unique to this property not created by the landowner.

5. *Will the issuance of the variance maintain the essential character of the locality?*

**Comment:** Yes-Such variance will not alter the essential character of the district in which it is located or the property for which the variance is sought.

6. *Does the alleged practical difficulty involve more than economic considerations?*

**Comment:** Yes-The unique circumstances are not merely financial and are not due to, or the result of, general conditions in the district.

\*\*\*\*\*End of Staff memo\*\*\*\*\*

Heitschmidt asked how long the other buildings were put up in this block. What are the circumstances unique to this property.

Foss did not know when the other buildings were put up. The home square footage takes up more room and the amount of feet from the home to alley takes up most of the parcel. Looks like 3-4 buildings are within the setback.

Lingle said with the utility box and utility lines there you cannot make the access directly into the garage. It would make it more convenient to have the setback so it can be an easier access to the garage.

Edmonds opened the public hearing.

Lingle said they are utilizing as much of the lot to keep as much open space as possible. They did purchase land from the neighbor when they first moved in. They do not have much buildable space and want to maintain it. They want to move it into the corner of the property. It is typical of garages in the neighborhood to have it setback where they want to place theirs. They did remove a couple of trees and there are utility lines in the area that makes it more difficult for useable space. To access the garage from the alley they would have to access mid-lot if they did not build the garage within the setback area. They would want to approach the



access to the garage with using less space. There are junction boxes from the existing driveway to the corner and we cannot disturb those.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

Edmonds said he drove through the alley and seen the utilities there and then went down another three to four blocks and the building setbacks range from 2 feet to 15 feet. There are a few new structures. A similar project that Howard Homes did was approved three years ago and that turned out nice.

Reynolds said the area is pretty tight and a bigger setback would eat up more of his yard. The driveway would also take up more yard.

Heitschmidt said his concern was meeting all the review standards.

Edmonds asked when the City plows the alley where does the snow go.

Dylan Howard said he is creating a little more room by taking out some of the fence.

Lingle said they use the V-Plow and then it is not a bad pile up. Garbage cans sitting by the alley are not disturbed.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE ITEM #15-09 VARIANCE AT 405 7<sup>TH</sup> AVENUE SOUTH, FOR A TWO FOOT REAR YARD SETBACK AND THREE FOOT SIDE YARD SETBACK, IN AN R-2 RESIDENTIAL DISTRICT. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission reviewed the Findings of Fact:

1. Is the variance in harmony with the purpose and intent of the Ordinance? Yes.
2. Is the variance consistent with the Comprehensive Plan? Yes.
3. Does the proposal put the property to use in a reasonable manner? Yes.
4. Are there unique circumstances to the property not created by the landowner? Yes.
5. Will the variance maintain the essential character of the locality? Yes.
6. Does the alleged practical difficulty involve more than economic considerations? Yes.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**COMMUNICATION AND REPORTS:**

**A. Verbal Report**

**1) Downtown Zoning Ordinance**

Foss asked the Planning Commission Board if we should revisit the Ordinance for the downtown area and make a change for allowing churches and schools.

Edmonds said he did not understand all the conditions of an Interim Use Permit and now does. He is okay with the Ordinance to leave it alone.

Heitschmidt said he is okay with it and leave it as is.

**2) Rezone the Old Town Mart Site**

Wayne Nelson, owner of Hy-Tech has purchased the old Town Mart site and he would like to do repairs and selling of recreational vehicles like motor cycles at this site. This site is adjacent to B-2 Zoning District and she would like to rezone this site to B-2 District and then allow sales of snowmobiles and such with a Conditional Use Permit. She has the City Attorney looking at this change.

Edmonds said the B-3 General Commercial District with the mini-storage units should changed to allow them with a Conditional Use Permit instead of an Interim Use Permit. If possible, we should make that change in the future. The permit should stay with the land and not the owner in case it were sold. He also mentioned that the Comprehensive Plan might need to be reviewed again. It could be where a committee is put together to review it. We would not need to hire an outside party.

Foss said the current Comprehensive Plan goes till 2018 and she thought it could be reviewed a year before then.

**B. City Council Minutes for April, 2015**

The Planning Commission had no comments.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:50 P.M.

ATTEST:

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Jack Edmonds, Chairperson

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Mary Lou DeWitt, Comm. Dev. Assistant

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**MEMORANDUM**

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**TAB B**

TO: Planning Commission  
FROM: Jolene Foss, Community Development Director  
SUBJECT: **Ordinance Amendment for B-2 Conditional Use**  
DATE: June 15<sup>th</sup>, 2015

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City Staff is requesting the consideration of an Ordinance Amendment to the B-2 Neighborhood Commercial District.

Zoning Ordinance #538 has no language contained therein that relates to or describes in any way the provision for the sale of or repair of motorcycles, snowmobiles or other recreational vehicles such as 4-wheelers, wave-runners etc.

Staff has looked at other cities and has found language related to this use and has requested that the City Attorney draft language that could be added to the B-2 Zoning Ordinance as a Conditional Use within that zone.

Provided is draft language for your consideration. If the Planning Commission is in favor of adding this provision to the Zoning Ordinance a public hearing would be in order. The amendment would then be brought to the City Council.

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**MEMORANDUM**

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**TAB C**

**TO:** Planning Commission  
**FROM:** Jolene Foss, Community Development Director  
**SUBJECT:** **Ordinance Amendment for addition of  
Boundary Line Adjustments and Lot  
Combinations**  
**DATE:** June 15<sup>th</sup>, 2015

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Upon careful review of the City's Subdivision and Zoning Ordinances, it does not appear as though our City has any provisions authorizing lot combinations and boundary line adjustments.

City Staff is requesting the consideration of an Ordinance Amendment to the Zoning Ordinance that will reflect the benefits of having provisions within our ordinance allowing boundary line adjustments and lot combinations.

Provided is draft language for your consideration. If the Planning Commission is in favor of adding this provision to the Zoning Ordinance a public hearing would be in order. The amendment would then be brought to the City Council.

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**MEMORANDUM**

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**TAB D**

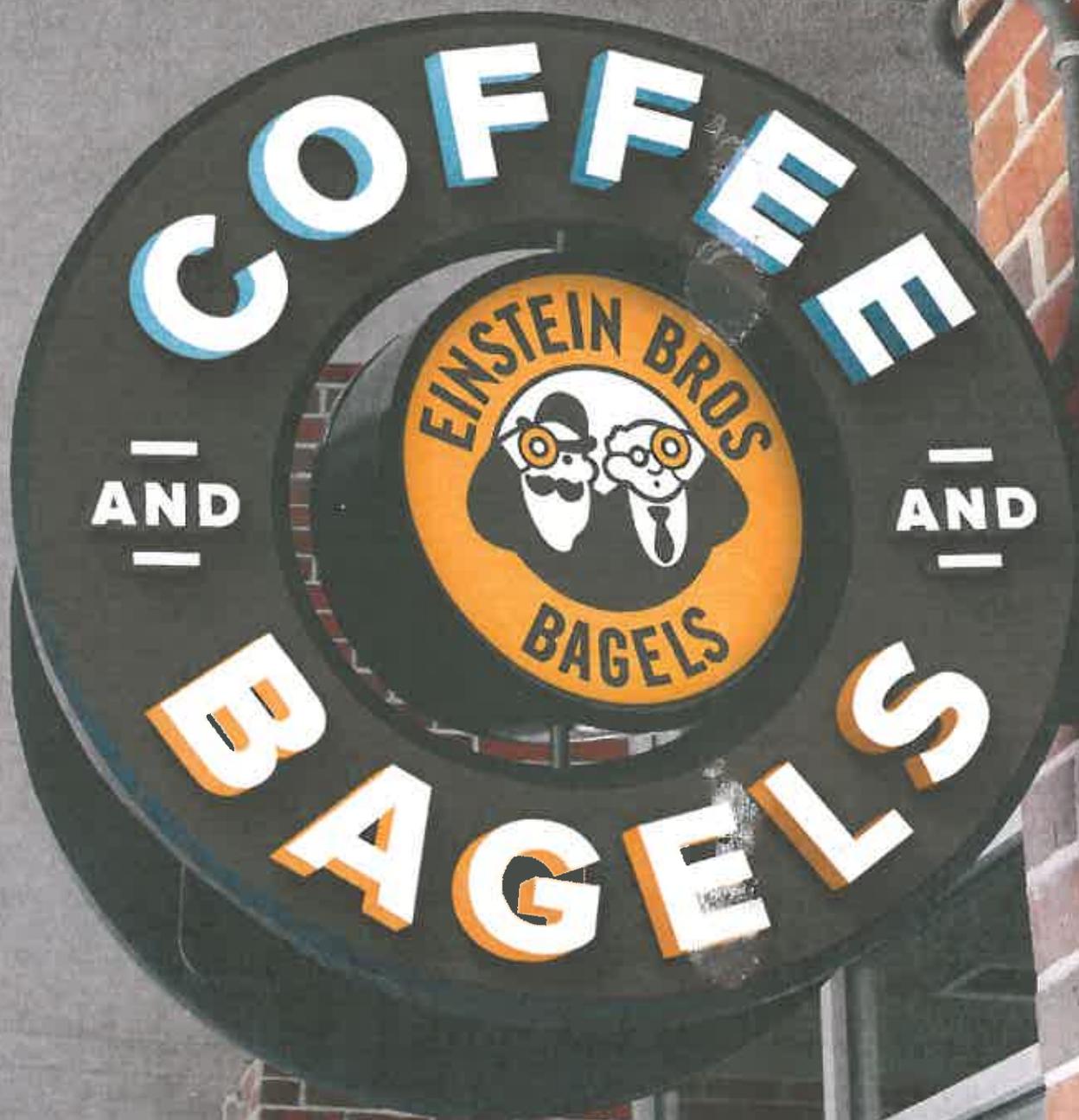
TO: Planning Commission  
FROM: Mary Lou DeWitt  
SUBJECT: **Caribou Coffee/Einstein Bros Bagels**  
DATE: June 15, 2015

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Caribou Coffee and Einstein Bros Bagels has a tentative opening for September, 2015. Now that Einstein Bros Bagels will be going in place of Bruegger's Bagels, the signage will be updated with the new co-branded store.

The sign permits were obtained by Caribou Coffee/Bruegger's Bagels in November, 2014. Lynn Paulson, Princeton Building Inspector okayed the permit applications that were taken out in November can still be used. We will require that they send us updated site plans of the sign locations and also a photo of the signage and size of the signs.

There is one new sign that Einstein Bros Bagels would like to place on the building wall. A photo of the signage is attached for your review. Please note that the center of the signage that represents the bagel hole would spin. Our Sign Ordinance does not refer to movable signage and staff is wondering if the sign meets the Ordinance regulations for the type of sign if that would meet the guidelines. The applicant is very flexible with the sign size and placement of the sign. Staff is asking the Planning Commission's direction on this.



**MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL AND MILLE LACS COUNTY  
BOARD OF EQUALIZATION AND APPEALS HELD ON MAY 7<sup>TH</sup>, 2015, AT 4:30 P.M.**

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Acting Mayor Victoria Hallin called the meeting to order. Council members present were Dick Dobson, Jules Zimmer, and Thom Walker. Staff present were Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Todd Frederick, Public Works Director Bob Gerold, Community Development Director Jolene Foss, Community Development Assistant Mary Lou DeWitt, WSB Engineer Mike Nielson, and Attorney Damien Toven. Absent was Mayor Paul Whitcomb.

**Mille Lacs County Board of Equalization and Appeals**

Mille Lacs County Assessor Al Hein and County Appraiser Dave Vigdal were present to discuss a few appeals that they reviewed. Yvonne Doose is representing Path Finder Management Co. and the property in question is PID #24-032-2503. This site is adjacent to the Princeton Industrial Park. The assessed value of the property is \$162,500.

Yvonne Doose was present and addressed the Council that they had this property appraised and that came in at \$60,000 with four comparatives. This appraisal came in at 8¢ a square foot instead of 22¢ that Mille Lacs County has it appraised at. There are no buildings on that property.

Hallin asked what the appraisal came in at.

Doose said at \$60,000.

Hein said that the County had this at \$271,400 and after visiting the site, they reduced it at \$162,500. How they determine the assessed value is by the value on sales, but they had nothing to compare with except a gravel pit. The gravel pit was the nearest they could use for sales and as a comparative.

Hallin said they dropped the property value by \$108,900.

Hein said yes, that is correct. This site is 17.02 acres.

Doose showed a picture of the site and a copy of the appraisal. The Appraiser said this is an unbuildable site and he came up with four comparatives and that is how it is 8¢ a square foot.

Hein said for a gravel pit the value for an operable gravel pit is \$5,000 an acre. Princeton does not have a gravel pit so they reflected that.

Walker said it is similar to a gravel pit, but those have value and are used. This is not operational.

Hein said it is similar to a gravel pit where you still can use it.

Walker asked what would farm land be valued at.

Hein said \$3,300 an acre.

Walker asked if it could be called farm land.

Hein said it is not farm land. It is more similar to a gravel pit.

Walker asked since you cannot take value out of the ground, how do you see the value.

Hein said they crush and store in a gravel pit and they can do that here.

Doose said you can operate year round in a gravel pit, but here you cannot. Only in the summer can you use it.

Hallin asked what surrounds this property.

Doose said to the north is swamp. They have had it for ten years.

Hallin said you wanted to review or investigate the taxes now.

Doose said yes.

Hein said the land next would be waste land and that is classed at \$5,000 an acre. We would have to look at Sherburne County for what they have per acre.

Zimmer asked it was reduced when.

Hein said they would have reduced it last year if they had contacted the County Board of Adjustment in time. He understands they were high, about \$108,000 for this land. The County has no sales for property like this, but knew they had to do something with this land.

Vigdal thanked Doose for the copy of the appraisal and they looked at it and the bare land sales was a range from 75¢ to \$1.50 a square foot. This appraisal came up with 8¢ a square foot.

Doose said they were appraised as vacant unusable lot and that is where he went and looked at comparable lots to go off of.

Hallin asked if there is land comparable in the upper Mille Lacs area.

Hein said not in this area, but maybe farther north.

Hallin said they have two appraisals.

Doose said two different properties, one in Mille Lacs County and one in Sherburne County.

Vigdal said their appraisal is under the value of what this should be.

Walker said the Maple View Development area would be a good comparable. They cannot build there right now. Do a comparable there.

Hallin agreed, she likes the idea of comparing it with that property.

Vigdal was trying to pull up the County website so he could see what the value is of that property in Maple View Development. He could not get the site open.

Hein said there are three lots in that area and they will have to look at those closer. They could come back next Thursday to the City Council meeting with the information.

Vigdal said they have till the end of May to get the number and make any possible adjustments. They will bring back the information to the next Council meeting.

**WALKER MOVED TO CONTINUE THIS DISCUSSION OF THE PROPERTY SITE OF PID #24-032-2503 AT THE MAY 14, 2015 COUNCIL MEETING. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.**

Hein said he made a property adjustment at 909 9<sup>th</sup> Avenue North that is owned by Rittenour family trust. They just purchased the house last year and not much of an adjustment. He removed the storage building. He also dropped the grade from 6.5 to 6. So this reduced it about \$1,600. The property adjustment went from \$90,700 to \$81,700. This was reviewed by the property owner and they were agreeable with it.

Hein said that he also went to Jay Wetch's rental property at 306 7<sup>th</sup> Avenue North. He could not do much for this site. He did do a grade adjustment and it went down about \$2,300.

Hein said Jay Wetch had another rental property located at 802 8<sup>th</sup> Avenue South and he was able to make an adjustment in the grade from 6.5 to 5.5 which is normal to fair listing. The adjustment went from \$102,300 to \$89,900 which was a \$12,400. That property needed it.

Hein said the last property adjustment was at Dale Olmstead, 608 7<sup>th</sup> Avenue South. He changed the property condition from good to normal. He moved the open porch to average condition. The property site had some water problems so the owner tore out some of the basement and he reduced that from \$202,600 to \$195,800.

**WALKER MOVED TO ACCEPT THE PROPERTY ADJUSTMENTS AT 909 9<sup>TH</sup> AVENUE NORTH,**

306 7<sup>TH</sup> AVENUE NORTH, 802 8<sup>TH</sup> AVENUE SOUTH, AND 608 7<sup>TH</sup> AVENUE SOUTH. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**Council Action Request from Central MN Art Coop**

Wendy Bursch, Central MN Art Coop would like the parking lot closed, posted, and cleaned on May 8<sup>th</sup>, 2015 at the Art Coop for the Rural Film Festival that has the outdoor drive-in screen.

Wendy Bursch also submitted another form that has the same request to have the parking lot closed, posted, and cleaned for the following dates June 13<sup>th</sup>, July 11<sup>th</sup>, August 8<sup>th</sup>, and September 12, 2015.

Hallin asked Chief Frederick if this works good for the Police Department when they submit a form with all the dates.

Chief Frederick said last year it was a little work, but it is the communication that needs to be better. We need to know in enough time in advance to be able to post signs that the parking lot will be closed. The May 8<sup>th</sup> date might be a little difficult. Last year they had to tow some cars. The May 8<sup>th</sup> date might be hard to get those out.

Walker asked what time are they done in the evening.

Karnowski thought two hours till midnight.

Walker said the one in May might be hard to get the cars moved with this being so close to the date.

Chief Frederick worked with the Public Works Department on knocking on doors and letting people know they have to move their cars. They sent out notifications a week before.

Zimmer asked how many events last year there were.

Chief Frederick thought two.

Walker said we want to close the parking lot and removal of the cars needs to be voluntary and no towing of vehicles for the May 8<sup>th</sup> date. The June date and the remaining dates for the summer the vehicles could be towed if they are not moved after a good amount of time from having it posted.

WALKER MOVED TO APPROVE THE CLOSING OF THE PARKING LOT AT CENTRAL MN ART COOP ON MAY 8<sup>TH</sup>, 2015, BUT REMOVING THE VEHICLES WILL BE VOLUNTARY AND NOT TOWED. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

WALKER MOVED TO APPROVE THE CLOSING OF THE PARKING LOT AT CENTRAL MN ART COOP ON JUNE 13<sup>TH</sup>, JULY 11<sup>TH</sup>, AUGUST 8<sup>TH</sup>, AND SEPTEMBER 12<sup>TH</sup>, 2015, AND IT WILL BE ENFORCED THAT THE VEHICLES WILL BE TOWED IF NOT MOVED. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **Fireworks Sale Permit for Walmart**

Walmart applied for the sale of fireworks. This is pending the background check of the applicant from the Police Department.

WALKER MOVED TO APPROVE WALMART'S FIREWORKS SALE PERMIT PENDING THE APPLICANTS BACKGROUND CHECK FROM THE POLICE DEPARTMENT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **Industrial Park Expansion Study Recommendation**

Jolene Foss, Comm. Dev. Director wrote the following memo:

The Industrial Park Expansion Study RFT deadline has passed on April 10<sup>th</sup>. The EDA has received 3 proposals from firms interested in completing the study.

The three companies that responded were:

- Ulteig, Brian King and Associates
- Loucks Associates Tina Goodroad and Kirstin Barsness
- WSB & Associates, Inc., John Uphoff and Associates

On Thursday, April 23<sup>rd</sup>, each of the consultants presented a 20 minute overview of their proposal to the EDA. All three groups did very well and all met the needs of the criteria listed in the RFP. The decision criteria were broken down on a scoring sheet and the EDA informally addressed the variety of aspects and expectations important for this study.

After careful consideration, the EDA choose to recommend to the City Council WSB to complete the Industrial Park Expansion Study for the City of Princeton. The strengths that brought WSB to the top of the list included the past knowledge of the needs and growth pattern of Princeton and the amount of planning, conceptual design and engineering that has already been completed by WSB for numerous other projects that may relate to this study, including an extensive traffic study for an expanded industrial park. Another important aspect in this decision was the ability to provide continuous Economic Development Support and Marketing to Princeton throughout and after the Expansion Study is complete.

The EDA respectfully request the City Council's approval of WSB and Associates as the consulting firm to complete the Industrial Park Expansion Study. Upon acceptance, the EDA would like to proceed along this timeline:

April 16<sup>th</sup> – Choose consultant

April 23<sup>rd</sup> – Consultant present to EDA

May 7<sup>th</sup> – Council Approval

May 15<sup>th</sup> – Contract completed and signed  
August/September – Study Completion

September/October – Present to Council

\*\*\*\*\*End of staff memo\*\*\*\*\*

Hallin said the presentations were all good. With WSB's proposal is the marketing included.

Foss said yes, and a traffic study.

Walker said SEH Engineering is doing the new master plan at the airport and he would like WSB Engineering to share information between the two firms. They will intertwine with this.

Mike Nielson, City Engineer with WSB said he will do that.

DOBSON MOVED TO APPROVE WSB & ASSOCIATES, INC. FOR THE INDUSTRIAL PARK EXPANSION STUDY. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**Roundabout Area Enhancement Resolution**

Karnowski said Lee Steinbrecher has organized a group of volunteers for the north area of the roundabout where the appearance needs to be updated. They have worked with Dave Patten and he said there is a program through MnDOT where they get the necessary trees and shrubs and volunteers put them in. The City would be the sponsor and it does not cost the City anything. Steinbrecher would be the designated representative and contact person. The Resolution needs to be changed since Mayor Whitcomb is not here today and would be the acting Mayor Hallin.

DOBSON MOVED TO APPROVE RESOLUTION #15-16 AUTHORIZING APPLICATION AND PRIMARY CONTACT PERSON FOR MNDOT'S COMMUNITY LANDSCAPE PARTNERSHIP APPLICATION FOR THE TH95 ROUNDABOUT AREA LANDSCAPE ENHANCEMENTS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**2015 Airport CIP contract**

Mark Karnowski, City Administrator wrote the following memo:

The Airport Advisory Committee is planning on moving forward with the airport projects outlined in the approve Capital Improvement Plan.

For 2015, those projects include a runway crack sealing program to extend the life of the existing runway and to design a new taxilane proposed to be constructed next year between the fuel facility (just south of the tie down area) and the new T-Hanger building.

As in the past, SEH is proposing to do the work and is requesting Council approval of the standardized contract.

A copy of the contract is available for your review.

\*\*\*\*\*End of staff memo\*\*\*\*\*

Karnowski said the standard FAA contract and the 2015 contract includes crack sealing and design to add eight more larger hangers located between the T-Hanger and tie down area that is south of the tie down area. We will get it shovel ready and the actual construction would be done in 2017. Contract to do the two projects is for 2015.

Walker said this will help with the wet land study.

WALKER MOVED TO APPROVE THE 2015 AIRPORT CIP CONTRACT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ZIMMER MOVED TO ADJOURN THE MEETING AT 5:23 P.M. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Chad Heitschmidt approached the City Council members and asked if he could speak on his property. He was under the impression that he could appeal his property tax at tonight's meeting.

ZIMMER MOVED TO REOPEN THE CITY COUNCIL MEETING. DOBSON SECOND THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**Continuation of the Mille Lacs County Board of Equalization and Appeals**

Chad Heitschmidt, 1300 7<sup>th</sup> Street North, said he is appealing the property tax value. From 2014 the assessed value went up 19% and the taxes went up 21%. This is an unapproved area. It has a gravel road. He said his neighbor Bob Gerold spoke to City Administrator Karnowski and Karnowski suggested they apply for a Rural Taxing District. That will have to

go through a process so he wants a property adjustment now. He said there was a reduction back in 2009 and now it has been going up. In 2015 the value is \$158,400 and now for 2016 the value is \$159,700.

Vigdal said the annual sales studies and current market values are adjusted on annuals sales market. Last year Princeton had a substantial increase. This year the market is running at 6% increase. There was less adjustments. From October 1<sup>st</sup> to September 30<sup>th</sup>, 2014 was the time period to set the values for 2015. The level of assessments have to fall in the percent value and Princeton had a 1% increase. The location factor for market changes is 2% and then a depreciation so that is 1% average. There is not nearly as much of a change in value. There is no cap for changes.

Heitschmidt said 19% is a significant increase.

Vigdal said there is nothing that restrains the value at any measure. What the market is, is where we have to go. Residential property is coming back again. Townships are also having an increase. If the values continue to change, they have to continue as is. Unless they go down.

Heitschmidt said the main point is he is paying the same as someone who is living in town. He does not have storm drains or paved roads. The Rural Taxing District he will apply for, but he wanted an adjustment like he had in 2008. The Rural Taxing District could offset if in the long run.

Karnowski said it goes to staff for review after they get the application.

Heitschmidt said it would be him and his neighbor Bob Gerold that will be applying for the Rural Taxing District.

Walker said it is a residential property. He is confused why the increase is bigger than the average increase.

Hallin asked if all residential is receiving this increase.

Vigdal said there is 25% increase on the buildings only and no increase on the land so that is why there is a 19% increase. We could not fall below the 90% ratio. Last year it was 25% on the buildings.

Heitschmidt asked what the assessed values were for last year.

Vigdal said he would have to look at that for him. He had asked for appointments so they can review the property beforehand. They did not know this property was going to be reviewed. They could bring the information to the May 14<sup>th</sup>, 2015 City Council meeting.

DOBSON MOVED TO CONTINUE THE HEARING AT THE MAY 14, 2015 CITY COUNCIL MEETING FOR CHAD HEITSCHMIDT'S PROPERTY AT 1300 7<sup>TH</sup> STREET NORTH, WHERE MILLE LACS COUNTY HAS TIME TO GATHER MORE INFORMATION. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

WALKER MOVED TO INCLUDE BOB GEROLD'S PROPERTY AT 1302 7<sup>TH</sup> STREET NORTH, IN THAT REVIEW. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 5:40 P.M. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

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Mary Lou DeWitt, Comm. Dev. Assistant

ATTEST:

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Victoria Hallin, Acting Mayor



**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
MAY 14, 2015 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, Victoria Hallin and Jules Zimmer. Staff present, Finance Director Steve Jackson, Community Development Director Jolene Foss, Police Chief Todd Frederick, Public Works Director Bob Gerold, Clerk Shawna Jenkins, and Attorney Damien Toven. Absent was Administrator Mark Karnowski.

**CONTINUATION OF BOARD OF APPEAL**

Al Hein and Dave Vigdal from Mille Lacs County Assessor's Office stated that they went out and met with both Bob Gerold and Chad Heitschmidt and reviewed their properties.

On Gerold's property, there was a movable shed and a tarred driveway that he removed, which reduced the value \$2,000.

On, Heitschmidt's, they were a bit high in the grade for the age of the home. They are suggesting dropping the grade from a 6.5, to a 6 which would lower the value by \$2500.

Gerold stated that neither of these properties have access to water or sewer. He added that a 10% reduction was done several years ago because of the lack of water and sewer and he is asking that be done again. He said he spoke to Karnowski about the possibility of a rural taxing district and he said he would look into that option. Zimmer asked if residents had applied for that and it was not granted. Gerold said he believes there was some work done on creating a rural taxing district, but it was not implemented. Gerold asked if the Council could again approve a 10% reduction until a rural taxing district was created.

Hein replied that the Assessors simply look at a property from a value point. They don't differentiate between city services or if it has a private well and sewer. They only look to see that it is a functional property. Walker said Hein has a valid point in that the properties are looked at County wide. Whitcomb asked how the 10% reduction was done in the past. Jackson responded that he believes it was a one year reduction.

Hallin agrees that they are functional properties. Zimmer added that he likes to hear that the County did go out and review the properties since the last meeting.

Walker said he would be willing to provide a credit on the city portion of the taxes, but he is not sure how he would do that. Whitcomb added that if the Council were to provide a credit, the next year they would likely need to as well. Hallin added that a portion of the City services/amenities are missing.

Hallin stated she is not comfortable with a 10% reduction, but is in favor of them applying for a rural taxing district.

Walker commented he would like to see a discussion on the ability to provide a credit on the City's portion of taxes.

**DOBSON MOVED TO APPROVE THE ASSESSOR'S RECOMMENDED REDUCTION FOR BOB GEROLD AND CHAD HEITSCHMIDT'S PROPERTY. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY**

Dobson stated he agreed with Walker that the Council should have a discussion about properties that are in the same situation.

Vigdal said they looked at Maple View in comparison to Sylva.

The platted areas have a higher value than the outlot area. There are platted vacant lots, or lots that have minimal use. Vigdal said it was listed at \$6000 value per acre, but now that they have reviewed that property, they are recommending a value of \$5011 per acre.

Sylva's property lies in both Sherburne and Mille Lacs County. Doose said the tax statement that they have shows a higher value than what is being discussed. Walker asked if the pond in the center is included in the property total.

Vigdal said there is a state statute that covers wetlands. It refers to wetlands that are categorized, type 3, 4 or 5, which is what is to the north of the property. Further wetlands under clause one, includes adjacent land that is not suitable for agricultural use. He stated that there is another subdivision in the statute that talks about wetlands must be feasible to be drained. Hein stated that the wetland issue first came up in early 2000, and the assessors were required to identify those properties and wetland categories. He was not with Mille Lacs when that law was passed, but all counties were required to review them. Walker asked if these wetlands would be considered exempt since they cannot be drained. Doose added that this wetland is protected. Walker questioned if she knew what percentage was protected. She said their property is bordering the protected wetland. Hallin asked for clarification that the Assessors went out to review the property. Vigdal responded that they have seen the property when it was flooded and when it was dry.

Walker asked what the value is per acre. Vigdal replied that they had some listed at about \$6000 per acre and some at \$6530 per acre. Doose added that she has an appraisal that states a lot of the property is not buildable and the appraisal she received valued the entire property at 60,000. Their tax value for next year is \$102,000.

Vigdal added that he has seen other properties deemed unbuildable be changed if the owners jump through some hoops. Doose said the appraiser that determined most of the site was not buildable walked the whole property.

Hallin commented that they have reduced the value by \$109,000 and she trusts their review and assessment of the property and value. It is difficult to reduce a property value by 2/3.

Walker said if the average is at \$5000 per acre, the argument can be made to set 16.20 acres for \$5000 per acre.

**WALKER MOVED TO SET THE VALUE AT \$65,300 FOR THE SITE VALUE, AND LOWER THE PER ACRE VALUE TO \$5,100 FOR THE REMAINING 16.20 ACRES. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY**

#### **AGENDA ADDITIONS/DELETIONS**

None

#### **CONSIDERATION OF MINUTES**

##### **A. Regular Meeting Minutes of April 23, 2015**

**HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 23, 2015. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY**

**CONSENT AGENDA**

- A. Permits and Licenses
- B. Personnel
- C. Donations / Designations

**OPEN FORUM**

**REPORTS OF OFFICERS, BOARDS, AND COMMITTEES**

- A. EDA Minutes of April 16, 2015
- B. Planning Commission Minutes of April 20, 2015
- C. Park Board Minutes of April 27, 2015
- D. PAVC Minutes of April 27, 2015

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

- A. Princeton Library request for \$1200 for their summer reading program

Zimmer asked what was donated last year. Jackson responded that \$900 was donated last year.

HALLIN MOVED TO APPROVE \$900 AND REQUESTED THAT THE LIBRARY BE PART OF THE BUDGET PROCESS FOR 2016. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**ORDINANCES AND RESOLUTIONS**

- A. Ordinance 717 – Fee in Lieu of Assessment – final reading

Jackson advised while reviewing some old documents staff realized that as part of the Coborn's project, the city was supposed to adopt a "fee in lieu of assessment" policy which would allow the city to reimburse Coborn's should someone tap into the sewer and water lines they installed for their store.

DOBSON MOVED TO APPROVE ORDINANCE 717 AMENDING CHAPTER VII (METHOD OF ASSESSMENT) OF THE SUBDIVISION ORDINANCE IN ORDER TO ADD A PROVISION TO CHARGE A FEE-IN-LIEU OF ASSESSMENT TO A PROPERTY WISHING TO HOOK UP TO AVAILABLE CITY INFRASTRUCTURE THAT WAS CONSTRUCTED WITHOUT THE SUBJECT PROPERTY BEING ASSESSED. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

- B. Ordinance 718 – Amendment to Chapter 925 – First Reading

Gerold reported that this amendment is just adding "Waste Water Treatment Plant Operator" to the ordinance, as it currently only approves the Public Works Director to enter and review sites.

WALKER MOVED TO INTRODUCE ORDINANCE 718. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Resolution 15-21 – West Branch Project

Neilson reported that Resolution 15-21 is to declare the cost to be assessed and ordering the preparation of the proposed assessment.

Hallin asked if these costs are definite at this point. Neilson said he is not estimating any large changes, but there is a 5% contingency built in in case there is.

HALLIN MOVED TO APPROVE RESOLUTION 15-21 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Resolution 15-22 - West Branch Project

Nielson reported that Resolution 15-22 is to hold a hearing on a proposed assessment. They are planning on holding the Public Hearing on June 4<sup>th</sup> at 7pm.

WALKER MOVED TO APPROVE RESOLUTION 15-22, HOLDING THE PUBLIC HEARING ON JUNE 4<sup>TH</sup> AT 7PM, AND MOVING THE STUDY SESSION FOR THAT NIGHT TO 5:30PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**UNFINISHED BUSINESS**

A. PAVC request for the \$90,000 TIF dollars earmarked for Riverside

Dobson recused himself for this agenda item and reported that Carrol Ossel was going attend the meeting tonight, but she was not able to. The PAVC is aware that there was \$90,000 in TIF funds that were dedicated for the amphitheater, providing the rest of the money could be raised and/or a grant received. There was a sunset clause on those funds and the PAVC would like to earmark those funds for the improvement to Riverside Park such as the new shelter roof, restrooms, etc. The \$90,000 was used as a match on some grants that the City did not receive. The PAVC would like to use those funds for the repair project.

Foss said she will be applying again for the Legacy Grant and stated that if that money was spent, it would not be available for a grant match. Dobson added that those funds were originally going to be used to move the water main. Hallin and Zimmer both said the funds would remain earmarked specifically for Riverside Park, but used as a grant match if needed. Walker added that he understands that sometimes even \$90,000 is not enough for a match on some of these grants, so he doesn't want to have less to use.

Foss stated that if the PAVC does do some fund raising, they can add those dollars to the \$90,000 to increase the grant match and they would still be earmarked for Riverside. Dobson said the PAVC was going to start meeting with some of the business owners and just wanted to make sure that \$90,000 is still set aside.

HALLIN MOVED TO APPROVE TO KEEP THE \$90,000 EARMARKED FOR RIVERSIDE PARK FOR 2 MORE YEARS. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Great Northern Trail

Nielson said Baldwin Township denied the request as is because they have some additional items they want done. They would like the ditches graded 4:1, a culvert installed and knock-over bollards so cars could not use the trail.

The trail is in the high point of the road, so a culvert would be useless and a waste of money. He said he did get a quote from Paul Johnson at West Branch and was quoted approximately \$1,000-1,250. The knock-over bollards that the Township wants is not allowed by most bike groups.

He is looking for some direction, on the culvert. He said one option would be to stop the trail just short of the Baldwin right of way. Walker stated that the plan was to go all the way through, connecting road to road as the long range goal is for a trail to connect to Zimmerman and Elk River. Nielson said that Karnowski had checked with the DNR and it is an option to stop the trail 20 feet short.

Dobson asked if the City did a small cul-de-sac at the end for a turn-around would that add much cost.

Foss said Karen Michels and herself are on the agenda with Baldwin next week. She would like to talk with Baldwin while she is there and see if they can come to an agreement on completing the trail without a culvert.

Whitcomb said he spoke to Baldwin Township Board member Jay Swanson, who turned it over to their engineer. The engineer said that it is the Township board that wants the culvert.

**WALKER MOVED TO APPROVE STOP THE TRAIL 20 FEET SHORT, WITHOUT A CULVERT OR A CUL-DE-SAC. DOBSON SECONDED THE MOTION.**

Foss said Baldwin has been aware of this trail for quite some time. Dobson said they had Baldwin Supervisor's attend the 4R Board when it was first formed. This trail was one of the first projects the 4R board discussed and worked on. He was not sure if Jay Swanson was on the Town Board at that time. He added that he would like to see if Foss could talk with the Town Board when she attends their meeting next week.

**THE MOTION CARRIED UNANIMOUSLY**

**NEW BUSINESS**

A. 2015 Sealcoating bids

Gerold reported that staff advertised for Sealcoating bids with a deadline of 11pm on Monday, May 11<sup>th</sup> 2015.

The Bid was advertised on the City Website, in the Finance and Commerce Magazine and the Union Eagle.

The City's total estimated yardage is 147,814. Staff was asked to include neighboring Greenbush Township (26,000 square yards) and the PUC's Parking lot (3700 square yards) in the Bid request, for a total of 177,514 yards.

The following bids were received.

**Allied Blacktop**  
10503 89<sup>th</sup> Ave. N.  
Maple Grove MN 55369  
763-425-0575  
Contact: Peter Capistrant  
Email: [pete@alliedblacktopmn.com](mailto:pete@alliedblacktopmn.com)

**\$1.01 per square yard**  
**Total City cost of \$149,292.14**

Pearson Brothers  
11079 Lamont Ave. N.E.  
Hanover MN 55341  
763-391-6622  
Contact: Jack or Russ Pearson  
Email: [chris@pearsonbrosinc.com](mailto:chris@pearsonbrosinc.com)

\$1.03 per square yard  
Total City cost of \$152,248.12

Caldwell Asphalt  
24060 175<sup>th</sup> St. N.E.  
Hawick MN 56273  
320-243-4023  
Contact: Troy Caldwell

\$1.09 per square yard  
Total City cost of \$161,117.26

Staff recommends a motion to approve the 2015 Sealcoating Bid of \$1.01 per yard from Allied Blacktop.

WALKER MOVED TO ACCEPT ALLIED BLACKTOP'S 2015 SEALCOATING BID OF \$1.01 PER YARD. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**B. Partners in Healthy Living Grant**

Gerold reported that the PAVC has discussed some signage in the crosswalks. He has applied for and received the Partners in Healthy Living Grant of \$1000 to purchase reboundable cross walk signs.

HALLIN MOVED TO APPROVE STAFF TO SIGN THE PARTNERS IN HEALTHY LIVING GRANT AGREEMENT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**C. June 11<sup>th</sup> Council Meeting Rescheduling**

Jackson reported that the Council's June 11<sup>th</sup> meeting falls on the same night as the Rum River Festival Parade.

In the past the Council has moved that meeting to the previous Tuesday (which, this year, would be Tuesday, June 9<sup>th</sup>). Would the Council like to move the meeting to that date or would some other day work better? The following Tuesday, June 16<sup>th</sup> would also be a realistic option.

Zimmer said he will be out of town June 9<sup>th</sup>. Walker commented that the meeting is likely needed mostly for the bill list.

HALLIN MOVED TO APPROVE THE JUNE 11<sup>TH</sup> MEETING BE RESCHEDULED TO JUNE 16<sup>TH</sup> AT 7PM. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

### **MISCELLANEOUS**

#### **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 \$308,654.70 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 71791 TO 71881 FOR A TOTAL OF \$275,222.39 ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

#### **ADJOURNMENT**

There being no further business:

MOVED TO ADJOURN THE MEETING AT 8:06 PM. SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

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Shawna Jenkins  
City Clerk

ATTEST:

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Paul Whitcomb, Mayor