

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JANUARY 22, 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, Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Todd Frederick, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineer Holly Wilson and Attorney Damien Toven. Absent was Community Development Director Jolene Foss

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of January 8, 2015

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 8, 2015. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. **Permits and Licenses**
 - 1. Gambling License for Mille Lacs Ch. 59 Ducks Unlimited – Raffle April 9, 2015
- B. **Personnel**
 - 1. Fire Department – Accept resignation of Michelle Murray effective 1-9-15
- C. **Donations / Designations**

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

OPEN FORUM

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. EDA Minutes of December 18, 2014
- B. Airport Minutes of January 5, 2015
- C. PUC Minutes of October 22, 2014
- D. PUC Minutes of November 19, 2014

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

UNFINISHED BUSINESS

- A. ~~Bremer Bank Request – Tabled from 1-8-15~~

Bremer Bank withdrew their request.

- B. Stream Bank Stabilization – Phase II
 - 1. Change Order # 2 for \$10,425.00
 - 2. Pay Request #2 for \$114,774.25

Holly Wilson stated that Change order 2 includes compensation for winter working conditions due to the early onset of snow and unusually cold temperatures in the early part of winter.

This contract could not be started earlier in the year due to the difficulty in getting the needed easement from Ms. Abbney.

Minnesota Landscapes, Inc. is requesting additional compensation in the amount of \$20,575 due to the difficulty working in snow, cold and with the ice in the river. Because of the ice in the River, the floating silt curtain which is normally required for erosion control was not able to be used. It was therefore eliminated with Change Order #1 in the deduction of \$10,150. The net increase to the project with Change Order #1 is \$10,425.00

WALKER MOVED TO APPROVE CHANGE ORDER #2 FOR \$20,575. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HALLIN MOVED TO APPROVE PAY REQUEST #2 FOR \$114,774.25. WALKER SECONDED THE MOTION.

Hallin asked if we are still within the budget. Wilson said these are being paid for by grant funds. Karnowski said these have not been approved by USDA as of yet, but they will likely be approved. Walker asked if the project is completed. Wilson said she believes it is, but they will review it in the spring. Dobson asked if they were finished by December 22 when this was dated, or will we be receiving another pay request. Gerold said he was out there that day and they were finishing up.

THE MOTION CARRIED UNANIMOUSLY

C. Approve Public Information meeting on January 28th, 5-7pm

Holly Wilson reported that they are requesting approval from the Council to hold an informational hearing on the proposed West Branch Water loop and Road project. She said they would like to get the public's input before the council accepts the feasibility study and calls for the public hearing.

DOBSON MOVED TO APPROVE THE INFORMATIONAL HEARING TO BE HELD WEDNESDAY JANUARY 28TH FROM 5-7PM AT CITY HALL IN THE COUNCIL CHAMBERS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. East Central Cable Commission Joint Powers Agreement.

Hallin reported that the City needs to sign the amended joint powers agreement with East Central Cable Commission. The original agreement was created in 1981. The Board recently got together and made some minor changes to clean up the agreement. An Attorney has reviewed the agreement.

Hallin added that at the first meeting when council liaisons were determined, we did not ap-

point a backup for the Cable Commission so that needs to be done. They currently meet just 2 – 3 times a year. Dobson asked how much notice an alternate would get if she was not able to attend. Hallin said she normally knows of the meetings many months in advance. The only time it would be short notice is if there was an emergency of some sort that prevented her from attending.

ZIMMER MOVED TO APPROVE THE JOINT POWERS AGREEMENT WITH EAST CENTRAL CABLE COMMISSION. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Dobson agreed to be the alternate for the Cable Commission.

B. 2015 Council Priorities

Karnowski reported that the Council members have rated various projects for 2015 in terms of importance.

Zimmer said he is impressed with how uniform the council is on all of these. Hallin agreed that they are pretty consistent across the board.

C. PFRD Annual Report

Karnowski stated the yearend report files for the Princeton Fire and Rescue Department have been completed.

The Union Eagle requests copies of this information for an article and Chief Roxbury has always made it his practice to get a copy of the report to the Council Members before he releases them to the local newspaper.

The PFRD responded to 256 calls in 2014, 102 of which occurred within the city of Princeton. The Department averaged 15 firefighters reporting to each call. A little over half of our calls (53%) were responding to medical conditions.

The part of the report that Chief Roxbury is most proud of is the department's average response time.

That is the time from when we are paged to the time we have people at the event. Even though we are now covering more people and have more calls, our average response times have gone down every year for the last 7 years.

For 2014, it was 6 minutes and 41 seconds as compared to 2008 when it was 10 minutes and 11 seconds in 2008 and was 7 minutes and 15 seconds in 2013.

The PFRD hopes the Council feels the PFRD is providing good service to both the citizens of Princeton as well as the areas of the surrounding townships we serve. The PFRD thanks the City Council for the support the Council and staff has afforded the PFRD over the years.

Roxbury said in regard to response times, our system does not differentiate between mutual aid and assist calls. Most of those calls are in another jurisdiction, hence the longer re-

sponse time. Dobson said Princeton has always had a really response times from when the call is received and when the first truck rolls.

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 \$125,463.89 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 71297 TO 71362 FOR A TOTAL OF \$177,960.38. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:22 PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor