

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
NOVEMBER 17, 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 Thom Walker, and Paul Whitcomb. Councilor Victoria Hallin and Dick Dobson were absent. Staff present was Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Brian Payne, Public Works Director Bob Gerold, Community Developer Carie Fuhrman, City Engineer Mike Nielson, and City Clerk Katie Hunter. Also present: City Attorneys Damien Toven and Dick Schieffer.

AGENDA ADDITIONS/DELETIONS

It was the consensus of the City Council to add the following items to the agenda:

4. Consent Agenda

A. Permits and Licenses:

1. East Central Chapter of MN Deer Hunters Association
 - a. Raffle held March 29, 2012 at the Princeton VFW. Tickets will be sold immediately.

9. Ordinances and Resolutions

- A. Flagpole Height Amendment Ordinance 675 – First Reading

The Bill List was also handed out at the meeting.

CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF MINUTES OF OCTOBER 27, 2011 AND BUDGET/STUDY SESSION MINUTES OF NOVEMBER 3, 2011

WHITCOMB MOVED TO APPROVE THE REGULAR MEETING OF MINUTES OF OCTOBER 27, 2011 AND BUDGET/STUDY SESSION MINUTES OF NOVEMBER 3, 2011. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

CONSENT AGENDA

A. Permits and Licenses:

1. East Central Chapter of MN Deer Hunters Association
 - a. Raffle held March 29, 2012 at the Princeton VFW. Tickets will be sold immediately.

B. Personnel

1. Finance

- a. Bob Gerold Step Increase from \$64,805 to \$66,829 effective 11-29-11

WALKER MOVED TO APPROVE THE CONSENT AGENDA. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

OPEN FORUM

No one was present for the Open Forum.

PUBLIC HEARINGS

No public hearings

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Princeton Area Visionary Committee Minutes of October 24, 2011
- B. Fire Advisory Board Minutes of November 1, 2011
- C. Airport Board Minutes of November 7, 2011

Carie Fuhrman gave an updated from the Planning Commission regarding a Special Meeting on August 1 that took place regarding United States Distilled Products (USDP). Two connections were approved to run over a vacated avenue.

At the regular Planning Commission meeting, the Wal-Mart Preliminary and Final Plat, Easement Vacations, Conditional Use Permit, and Site Plan Review all had a recommended approval from the board.

The Mayor added that for USDP, one of the variances was denied. The business wanted to reduce their parking drive aisle width to 24 feet, but the requirement is 26 feet.

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

- A. Flagpole Height Amendment Ordinance 675 – First Reading

Fuhrman briefed the City Council that back in November of 2008; the Planning Commission held a public hearing and recommended approval of an ordinance amendment to Chapter VI-Performance Standards that would allow flagpoles in any Business or Industrial Zoning District to be up to 60 feet in height. For whatever reason, the ordinance amendment never went before City Council for their review and approval.

The sign regulations portion of the Zoning Ordinance (Chapter VII.3N) currently restricts free-standing flags to no more than thirty (30) feet in height. The proposed Ordinance would allow flagpoles located in a Business or Industrial District to be up to 60 feet in height.

Staff is requesting that the City Council make a motion to introduce the first reading of Ordinance #675, which allows the height of flagpoles in Business and Industrial Districts to be up to 60 feet in height.

Walker asked if any of this will interfere with airport operations. The properties that are subject to height restrictions would be under the airport zoning rules.

WHITCOMB MOTIONED TO ACCEPT THE FIRST READING OF ORDINANCE 675 AS WRITTEN. WALKER SECONDED THE MOTION.

Walker asked if there was any way to alienate the restricted area on a zoning map. Fuhrman said she has put one together before and it would be fairly easy to figure out.

THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

C. TH 95 Grant Funding Update

Nielson said that he had a meeting with MnDOT traffic personnel to discuss the trunk highway 95 corridor. Nielson added that there may be some HPP funding money that is left. MnDOT is open to looking at alternatives to the two ramps and the intersection of 21st Avenue. The bridge width will be reduced; adding lanes to the bridge. The end result may be similar to what was done on the Dunn Bridge. The next step is to contact Bruce Cochran with Mille Lacs County to request for qualifications with the leftover funding.

Karnowski said that the reason behind coming before the Council was because those funds needed to be used up by a certain timeframe. Nielson said that although there is no sunset date, if the funds do not get used and obligated, they can shift those funds to another project.

Karnowski said with construction of a Wal-Mart in 2012, it make more sense to use highway 95 to 21st Avenue easier to maneuver for the traveling public.

UNFINISHED BUSINESS

NEW BUSINESS

A. Waste Water Treatment Plant

1. Rice Lake Partial Pay Estimate #4

Karnowski updated the City Council that the Rice Lake Partial Pay Estimate for \$802,062.45 has been reviewed by City Engineer and the recommendation is to approve.

WHITCOMB MOTIONED TO ACCEPT THE PARTIAL PAY ESTIMATE TO RICE LAKE CONSTRUCTION GROUP FOR \$802,062.45. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

2. R.L. Larson Excavating, Inc Effluent Outfall Project Change Order No. 1

The change order in front of the Council reduces the original contract price from \$479,300.00 to \$474,434.85, dropping it \$4,865.15. The City Engineer has also reviewed this Change Order.

WALKER MOVED TO ACCEPT THE CHANGE ORDER TO DECREASE THE CONTRACT PRICE \$4,865.15. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

C. PCs For People

Fuhrman informed the City Council that the East Central Regional Development Commission (ECRDC) has been working with the Blandin Foundation to provide personal computers and education to people who have limited experience with technology due to social, physical, and/or economic circumstances.

As a part of this project, they have partnered with PCs for People, a 501(C)(3) non-profit corporation with offices in St. Paul and Mankato, MN. PCs for People takes donated computers and rebuilds, refurbishes, and redistributes them to people with limited access to

technology. PCs for People provides educational experience, work training, internships, as well as volunteer opportunities. See the PCs for People website at: <http://www.pcsforpeople.org>.

The ECRDC is asking local cities to "host" a computer collection and distribution event. The ECRDC would provide the staff for collecting the computers and the follow-through needed to redistribute refurbished computers to individuals within the community. Typically, the collection day takes place on one day, and the computer distribution occurs on a different day. The ECRDC would handle the promotion and would accept applications from interested individuals requesting computers; there are no anticipated costs for the city's participation in the project, except providing a collection/distribution site for two days.

If City Council is in favor of this project, ECRDC staff has suggested December 7th (9:00 am to 3:00 pm) as the Collection Day and December 14th (9:00 am to 3:00 pm) as the Distribution Day in Princeton. Staff is recommending the City Council make a motion to allow the ECRDC to utilize City Hall on December 7th and December 14th as collection and distribution days for the PCs for People Program.

Fuhrman added that they will take care of all the hauling of the equipment.

WALKER MOTIONED TO ALLOW THE ECRDC TO UTILIZE CITY HALL ON DECEMBER 7 AND DECEMBER 14, 2011 AS COLLECTION AND DISTRIBUTION DAYS FOR THE PCS FOR PEOPLE PROGRAM. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

BILL LIST – \$1,240,846.44

WHITCOMB MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL VOUCHER BILL LIST FOR A TOTAL OF \$165,583.45 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 64115 TO 65203 FOR A TOTAL OF \$1,075,262.99. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

ADJOURNMENT

There being no further business:

WHITCOMB MOVED TO ADJOURN THE MEETING AT 7:13 PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY (3 AYES, 0 NAYS).

Respectfully Submitted,

Katie Hunter
City Clerk

ATTEST:

Jeremy Riddle, Mayor