

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MARCH 12, 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, Community Development Director Jolene Foss, Police Chief Todd Frederick, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineers Mike Nielson and Holly Wilson, and Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of February 26 2015
- B. Study Session Meeting Minutes of March 5, 2015

HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 26, 2015 AND THE STUDY SESSION MEETING MINUTES OF MARCH 5, 2015. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

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

OPEN FORUM

PRESENTATION – Sherburne County Presentation on Right of Way turn Back

Patty Kukowski said they are in they are going to return some of the road right of way that is the planned site for the Community Bulletin Board being planned jointly with the School District.

Paul opened the public hearing at 7:03pm

HALLIN MOVED TO CLOSE THE PUBLIC HEARING AT 7:04PM HEARING NO COMMENTS. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Dobson asked if it was the land by Holiday. Kukowski responded that was correct.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. 4R Board Minutes of January 29, 2015
- B. EDA Board Minutes of February 19, 2015
- C. Planning Commission Minutes of February 23, 2015
- D. PAVC Minutes of March 9, 2015

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Wine and Spirits Grant Request – Princeton Lion's Spring Raffle

Karnowski stated that Princeton Lion's are requesting five gift certificates of \$20 each to be used for their Spring Raffle. Jack from the Lion's club said this is one of their biggest events of the year.

WALKER MOVED TO APPROVE PRINCETON LION'S REQUEST WINE AND SPIRITS GRANT REQUEST FOR FIVE \$20 GIFT CERTIFICATES TO BE USED IN THEIR SPRING RAFFLE. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Wine and Spirits Grant Request – Sherburne County Master Gardeners

Karnowski stated Sherburne County Master Gardeners are requesting a donation to be used as a door prize or as a silent auction item for their event on April 11th.

Hallin said she understands that this is a great event, but a very small portion of Princeton is in Sherburne County and the event is being held in Big Lake.

HALLIN MOVED TO DENY SHERBURNE COUNTY MASTER GARDENERS WINE AND SPIRITS GRANT REQUEST FOR A DOOR PRIZE OR SILENT AUCTION ITEM FOR THEIR APRIL 11TH EVENT BECAUSE A VERY SMALL PORTION OF PRINCETON IS IN SHERBURNE COUNTY AND THE EVENT IS BEING HELD ELSEWHERE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Wine and Spirits Grant Request –Princeton Scholarship Foundation

Karnowski stated the Princeton Scholarship foundation is requesting a grant to be used as a silent auction item for their event on April 11th.

Dobson said if we will approve this, then it may need to be continued yearly. Walker said he does not believe we have ever donated to a scholarship. Karnowski confirmed that and said he spoke with Jackson and the City has never given a grant for a scholarship. He understands that there are overall scholarships, and small companies that do them as well.

Walker added that he does not have a problem contributing to a scholarship, but agrees with Dobson that we will probably need to continue doing so in the future.

WALKER MOVED TO TABLE TO DETERMINE IF THIS IS SOMETHING THAT IS ALLOWED AND SHOULD BE DONE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

~~A. Resolution 15-10 – Authorizing expenditure of \$450~~

B. Resolution 15-11 Ordering Improvement and Preparation for Plans and Specs

Nielson reported that as the Council is aware, a Public Hearing on the project was held on February 26, 2015. Resolution 15-11 is ordering the improvement and the preparation of plans and specifications for the West Branch Street Roadway and Utility improvements.

Nielson asked if everyone has seen the spreadsheet that has been handed out showing the old and new assessment amounts. The Council and Staff all has a copy.

WALKER MOVED TO APPROVE RESOLUTION 15-11 ORDERING IMPROVEMENT AND ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE WEST BRANCH STREET ROADWAY AND UTILITY IMPROVEMENTS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Ordinance 715 – amending the Fee Schedule – FINAL READING

Karnowski reported that the Council introduced ordinance 715 at their February 26th meeting. It includes the new rates for the Civic Center, and a new fee for winter cremation burials. Also, the new SAC and WAC fees that were discussed and approved at the Study Session have been added to this amendment.

WHITCOMB MOVED TO APPROVE ORDINANCE 715 AMENDING THE FEE SCHEDULE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Change Order #2 Pond Decommissioning

Nielson said change order #2 is for the pond decommissioning. The change order came about during construction as the MPCA dictated how much sludge would need to be taken to the landfill. Testing showed that not as much need to be hauled away, saving approximately \$113,000. The change order is to approve that decrease.

Walker asked if the project is complete. Neilson confirmed that it is finished.

HALLIN MOVED TO ACCEPT CHANGE ORDER #2 WITH A DECREASE OF \$113,000. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Certificate of Final Approval for Pond Decommissioning

HALLIN MOVED TO APPROVE THE FINAL CERTIFICATE FOR THE POND DECOMMISSIONING. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Bike Path update

Karnowski reported that the City did receive a proposal for design build services for the great northern trail. Three entities have joined forces, Rum River Contracting, WSB and West Branch construction and submitted a proposal. He has not had a chance to review it closely yet. Nielson added that there are still a few things that they would need to get approval on. Karnowski suggested to approve the proposal tentatively on some possibly minor detail revisions.

Walker asked if this was the only group to submit a proposal. Karnowski replied that there was one other company that was originally going to submit, but they did not.

DOBSON MOVED TO APPROVE THE GREAT NORTHERN BIKE TRAIL PROJECT SUBJECT TO ANY MINOR REVISIONS STAFF NEEDS TO BE MADE. HALLIN SECONDED THE MOTION.

Nielson added that we do need to have a wetland fill permit in hand to get the grading work done, extend the culvert. Etc. the Army core of engineers need to review and approve the application as well.

Zimmer asked how the RFP's were advertised. Karnowski responded that they were advertised in the local newspaper and he called a few companies that would possibly be interested in bidding on the project.

THE MOTION CARRIED UNANIMOUSLY

D. Industrial Park Study

Foss reported that this is the Industrial Study was approved by the EDA and will be sent out Monday. Walker added that the EDA has had money set aside for this project for 2 years.

NEW BUSINESS

MISCELLANEOUS

Hallin reported said next Tuesday the Teen Center will have been open for 4 years. They are having an event to celebrate and he invited everyone to come. The Teen Center has done wonders for many of the youth in our community. It is not just a place to hang out, but it offers career planning and other programs.

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 \$77,932.17 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 71527 TO 71606 FOR A TOTAL OF \$233,038.57. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:25 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor