

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 26, 2016 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 and Victoria Hallin. Others present: Administrator Mark Karnowski, Public Works Director Bob Gerold, Police Chief Todd Frederick, Liquor Store Manager Nancy Campbell, Fire Chief Jim Roxbury, Clerk Shawna Jenkins, Engineer Andy Brotzler, and Attorney Damien Toven and Kelli Bourgeois. Absent was Jules Zimmer and Development Director Jolene Foss

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of May 12, 2016

HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF MAY 12, 2016. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses

B. Personnel

1. Tim Jensen Step Increase from \$26.69 to \$27.80 effective 4-23-16
2. Dan Pierce Step Increase from \$22.99 to \$24.99 effective 4-28-16
3. Jim Sinkel Step Increase from \$24.00 to \$24.99 effective 4-28-16
4. Nicholas Nelson Step Increase from \$20.00 to \$20.98 effective 6-1-16

C. Donations/Designations

1. Resolution 16-26 – Donation of Used Police Equipment
2. Resolution 16-27 – Fireworks Donation by Princeton Jaycees
3. Resolution 16-28 – Fire Department Donation

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

OPEN FORUM

PRESENTATIONS

- A. Central MN Housing Partnership Multi-Family Housing Project
 - a. Letter of Support and Resolution 16-25

Jason Krebsbach stated that Central Minnesota Housing Partnership (CMHP) is the owner of West Birch Townhomes and are proposing to purchase the old Arcadian Homes Site. The proposed project is to construct a 16 unit apartment building, while also incorporating the existing 24 townhome units. CMHP will be submitting a Low Income Housing Tax Credit application to Minnesota Housing. The full proposal is contingent on receiving funding through the RFP Process. Funding Awards are typically announced in October. The full 40 unit completed project will be renamed West Birch Estates.

The new construction will consist of a 3 story elevator building with 16 total units. Unit sizes will range from one to four bedrooms. The building will include covered parking on the main level. The main level will also include a community room, public restroom, office, storage, workshop, trash compactor and elevator mechanical room. The second and third levels will house the rental units, with a mix of sizes available on each level. All applicable NSP and Minnesota Housing requirements for construction, design and green standards will be met. The townhome rehabilitation project will consist of exterior and interior improvements. Pro-

posed exterior improvements include: siding, windows, doors, garage doors, concrete, paving, landscaping and lighting. Proposed interior improvements include: cabinets, vanities, lighting, flooring, painting, appliances, bathroom fixtures and HVAC. The goal of the rehabilitation will be to update the property to be sustainable for the next 20 plus years.

Hallin asked if the Townhomes also are included in the Long Term Homelessness program. Krebsbach responded and said that the program was not in affect with the Central MN Housing when the townhomes will be built.

Hallin said she has lived in the Townhomes for 14 years. The maintenance and cleanliness is amazing. She had extra eyes on her family, and they have strict rules and regulations. The way they take care of the units and residents is excellent. She said it's wonderful that they are applying for this.

Walker asked if they were getting a sense that there are more tax credits available this year. Deanna Hemmesch replied that it is hard to tell. Tax credits are all based on the population. There are some possible changes with legislation and the 9% that they are going for is very competetive. She said they are requesting housing infrastructure bonding bills.

WALKER MOVED TO RESOLUTION 16-25 SUPPORTING A TAX CREDIT APPLICATION FOR A MULTI-FAMILY HOUSING DEVELOPMENT IN THE CITY. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Planning Commission Minutes of May 16, 2016
- B. Airport Minutes of May 5, 2016
- C. Fire Board Minutes of May 3, 2016

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

- A. Ordinance 734 – Trespass Ordinance – FINAL reading

Karnowski reported that this is the ordinance that the council has discussed and was introduced at the last meeting. This will allow problem individuals to be trespassed from the Parks.

HALLIN MOVED APPROVE ORDINANCE 734. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

- B. Ordinance 735 – Fee Schedule adding Microbrewery – FINAL reading

Karnowski advised that Home Brewing was recently approved as a home occupational license. This amendment will implement a fee and allow a background check for those applying.

WALKER MOVED TO APPROVE ORDINANCE 735 ADDING A FEE FOR A MICROBREWERY. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. School District Leases

Karnowski advised there are 2 different leases. One is for the space behind city hall that they have been remodeling and have begun to move in. That lease is based on the amount of money the district is spending on remodeling.

The second lease is for the old Police Station and Garage. For several reasons it is being structured as a lease, with the thought that the school district has plans to purchase in the next few years.

HALLIN MOVED TO APPROVE LEASE #1 FOR CITY HALL AND THE SCHOOL DISTRICT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HALLIN MOVED TO APPROVE LEASE #2 FOR THE OLD POLICE STATION AND THE SCHOOL DISTRICT. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. 7TH Ave Sewer and Water – Change Order #3

Karnowski reported this is a change order for \$20,378.00 as it has been determined that a right turn lane is needed. That is being done under the existing contract.

HALLIN MOVED TO APPROVE CHANGE ORDER #3 FOR THE \$20,378.00 FOR THE 7TH AVE SEWER AND WATER PROJECT COVER THE COST OF A RIGHT TURN LANE BEING ADDED. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. 2016 sealcoating

Karnowski advised that staff advertised for Sealcoating bids with a deadline of 11pm on Monday, May 23rd 2016.

The Bid was advertised on our Website, in the Finance and Commerce Magazine and the Union Eagle. The City's total estimated yardage for 2016 is 124,527.

The following bids were received.

Allied Blacktop
10503 89th Ave. N.
Maple Grove MN 55369

\$.984 per square yard
Total City cost of \$122,534.57

Caldwell Asphalt
24060 175th St. N.E.
Hawick MN 56273

\$1.04 per square yard
Total City cost of \$129,508.08

Pearson Brothers
11079 Lamont Ave. N.E.
Hanover MN 55341

\$1.27 per square yard
Total City cost of \$158,149.29

Staff recommends a motion to approve the 2016 Sealcoating Bid of \$.984 per yard from Allied Blacktop.

The City's roads are on a 4 year rotating schedule. Allied has worked well for the City in the past.

HALLIN MOVED TO MOVE ACCEPT AND AWARD THE BID TO ALLIED FOR \$.984 PER YARD. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Playground Equipment Donation, Resolution 16-29 and Fund Transfer

Karnowski reported that the new school building being constructed adjacent to 7th Avenue North was constructed such that a portion of the location was the site of the elementary playground, including some very nice and not very old playground equipment.

The good news is that the School District has decided not to re-use the playground equipment and, instead, is donating the playground equipment to the city for use in our city parks.

To facilitate the acceptance of that gift and locate the funds necessary to re-install the playground equipment, staff is suggesting that the City Council take two actions.

Action #1: Resolution 16-29 that acknowledges the school District's gift of the playground equipment. Staff recommendation is to adopt the resolution as required by state law.

Action #2: Public Works Director Bob Gerold advises that he has \$20,000 hid in the department's CIP budget that was set for the purchase of new park playground equipment. Gerold is requesting that the City Council adopt a motion transferring up to \$20,000 from the CIP to the General Fund to cover the expenses of installing the donated playground equipment.

Hallin asked if the cost was \$20,000 to install the equipment. Gerold responded that they are larger pieces, so it will take some cranes and lowboys to move the equipment. He is estimating \$12,000, but it could be more depending on how deep and large the footings are.

Walker asked if there is any reason why using CIP funds for this will be an issues. Jackson said there is not, as it is being used for equipment.

HALLIN MOVED TO APPROVE RESOLUTION 16-29 ACCEPTING THE DONATION OF THE PLAYGROUND EQUIPMENT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HALLIN MOVED TO APPROVE THE TRANSFER OF \$20,000 FUNDS FROM THE CIP TO COVER THE COST OF MOVING THE EQUIPMENT. DOBSON 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 \$116,591.25 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 73709 TO 73778 FOR A TOTAL OF \$170,101.52. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CLOSED SESSION

The City Council has received an offer from the Princeton School District to purchase the old Fire Station for \$100,000. The City Council will go into closed session to discuss whether to accept that offer or make a counter offer

HALLIN MOVED TO MOVE INTO CLOSED SESSION AT 7:30PM. DOBSON SECONDED THE MOTION.

HALLIN MOVED TO RE-OPEN THE MEETING AT 7:42 PM. DOBSON SECONDED THE MOTION.

HALLIN MOVED TO COUNTER OFFER \$175,000 WITH THE 2.5% STIPEND FOR 20 YEARS AND TO APPOINT HALLIN AND WHITCOMB TO DISCUSS AND WORK TOWARDS AN OFFER WITH STAFF. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

DOBSON MOVED TO ADJOURN THE MEETING AT 7:40PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins
City Clerk

Paul Whitcomb, Mayor