

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
MAY 9, 2013 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 Dick Dobson, Thom Walker and Jules Zimmer. Staff present: Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Carie Fuhrman, Police Chief Brian Payne, Engineer Mike Nielson, Public Works Director Bob Gerold and City Clerk Shawna Jenkins. Absent was Victoria Hallin and Liquor Store Manager Nancy Campbell

**AGENDA ADDITIONS/DELETIONS**

None

**CONSIDERATION OF MINUTES**

- A. Regular Meeting Minutes of April 25, 2013

DOBSON MOVED TO APPROVE THE REGULAR CITY COUNCIL MINUTES OF APRIL 25, 2013. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**CONSENT AGENDA**

- A. **Permits and Licenses**
- B. **Personnel**
  - 1. **Public works**  
Jim Sinkel step 2 increase effective May 14, 2013
- C. **Donations / Designations**
  - 1. Resolution 13-20 accepting donations for the Police K-9 Unit
- D. **Misc**
  - 1. Approval of satisfaction of mortgage for 1503 13<sup>th</sup> Street
  - 2. Approval of Subordination agreement for 1317 15<sup>th</sup> Ave N

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

**OPEN FORUM**

None

**PUBLIC HEARINGS**

None

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

- A. PAVC Minutes of March 25, 2013
- B. PAVC Minutes of April 8, 2013
- C. EDA Minutes of March 21, 2013
- D. Park Board Minutes of March 25, 2013
- E. Fire Board Minutes of April 2, 2013
- F. Princeton-Milaca Small Cities Development Program Update

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

None

**ORDINANCES AND RESOLUTIONS**

**A. Ordinance 697 – amends Mark Park Shelter rental fee schedule (first reading)**

Karnowski reported that the at the January meeting, the Park Board discussed and decided to recommend that the City Council increase the Mark Park shelter rental fee from \$35 to \$50 per side to help off-set maintenance costs for now and into the future.

If the Council agrees with that recommendation, a motion to adopt Ordinance 697 (below) would be in order.

The Council of the City of Princeton hereby ordains that the following revisions to the fee schedule are established: (strikeouts indicate deletions, bold face indicates additions.)

<u>Item</u>	<u>Date of Last Change</u>	<u>Set by Ordinance</u>	<u>Existing Fee</u>	<u>Proposed Fee</u>
<b><u>FACILITY FEES</u></b>				
Mark Park Rental Fees	01-2010	#641	\$35/day	\$50/day, per side

Ordinance #697 amends Appendix E Fee Schedule of the City of Princeton’s Ordinances by (re)establishing certain fees relating to Facility Fees. A full copy of the ordinance is available for inspection at the Princeton City Hall 705 Second Street North; Princeton MN 55371. 763-389-2040.

WHITCOMB MOVED TO INTRODUCE ORDINANCE 697 AMENDING THE MARK PARK SHELTER RENTAL FEES. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**UNFINISHED BUSINESS**

**A. 21<sup>st</sup> Avenue extension**

Karnowski reported that at the February 28<sup>th</sup> meeting, the Council tabled a decision on whether the city should direct the airport engineer to amend the airport layout plan (ALP) such that it would no longer include the proposed crosswind runway.

At that time the logic was that the airport engineer had modified an earlier study and used more accurate information to determine whether the requirements the FAA uses to determine whether they will fund a project would be met.

The new calculations were such that, in the opinion of the airport engineer, the criteria would not be met and FAA funding would not be available.

Further, the Council determined that the estimated cost of the crosswind runway (\$2.8 million) was not an expense that the city could bear without Federal funding.

Also part of the discussion was the apparent interpretation of the local FAA official that the FAA would not approve an extension of 21<sup>st</sup> Avenue through the airport as he felt the road

extension was not possible because it would be located within the crosswind runway's clear zone.

Richard Anderson then presented an alternative road alignment and suggested that road could be built using County funds.

The motion at the February 28<sup>th</sup> meeting stated that the topic was to be back before the Council no later than the first meeting in May in order to give Mr. Anderson time to present his alternative to the Mille Lacs and Sherburne County Boards.

Attached is Mr. Anderson's report on what the response was not only from the County Boards but from our local legislators and Congressman (Rick Nolan) as well.

Councilman Dick Dobson and Richard Anderson were appointed by the Princeton City Council to present the alternate road proposal to the Sherburne County Board and the Mille Lacs County Board. In addition we also presented it to Minnesota Senator Brown, Minnesota Representative Sondra Erickson. Richard also met with Rick Nolan's staff member Rick Olseen and Congressman Rick Nolan.

Wed. April 3, 2013:

The Sherburne County Board members along with Administrator Brian Benson and other staff members all agreed that the alternate road proposal was the safest and most desirable route for providing a second access for the Industrial Park and providing the public (Baldwin Twp.) with access to the new Princeton Wal-Mart area and MN. Highway. 95. They had many questions that we could not answer, such as how much was the alternate route going to cost and to what extent would the City be asking for them to help. As this was a Board Study meeting we could not ask for any commitments and they could only give us their feelings that the alternate road proposal was definitely worth pursuing.

We then motored to St. Paul and the State Capital where we met in a joint meeting with Senator Brown and Rep. Erickson in Senator Brown's office. They were equally supportive of the alternate proposal with suggestions that funding could come from a variety of sources including the Federal Government. They explained that MNDOT is interested in encouraging service roads that will keep the local traffic off of State Highways as much as possible and thus may be a help in locating funding. We were then referred to the DNR for a meeting with the person that is most knowledgeable with the wetlands and mitigation.

Tues. April 16, 2013:

The Mille Lacs County Board members along with Administrator Roxy Traxler also agreed that the alternate road proposal was worth pursuing. Their concern was the same as others, that funding would be the key to making the road a reality. We explained that a bonus to Mille Lacs County would be turning the Doebler property into an Industrial Park which would contribute to the needed tax base in Mille Lacs. They were in agreement that connecting two county roads, Mille Lacs 39 and Sherburne 45 would probably be a Joint Two County and City venture with the City of Princeton taking the lead in putting a project together. This meeting too was a Board Study meeting and no action could be taken except to tell us that the alternate proposal we were presenting was the preferred route.

Friday, April 19, 2013:

On Friday evening the 19th, Rick Olseen, staff rep. for Rep. Rick Nolan, held an open forum at the Princeton Library for anyone with concerns to convey to the Representative. Rick was very interested to see the alternate road proposal for the industrial park and city airport. I pointed out that Rick Nolan's predecessor, Rep. Oberstar was very influential in helping the city obtain the necessary funding for the Princeton Airport and that he was always thinking about the future.

Thursday, May 02, 2013

On Thursday afternoon May 02 Congressman Rick Nolan held an open forum at the County Market Grocery store in North Branch to which Rick Olseen invited Richard to attend and show the alternate road plan to the Congressman. Rick Nolan was in agreement that preserving the crosswind runway and bypassing the industrial park were good goals and that the best plans which usually cost more are ultimately the lowest cost in the long run. He promised to review the plan with the EDA and see what can be done to help Princeton further the alternate plan.

Friday, May 03, 2013

In a telephone conversation with Roger Stradal, the MN DNR Hydrologist for Sherburne County, Roger confirmed that there were no wet lands impacted in Sherburne County with the Alternate Road Plan. He noted that the wet lands that would be impacted were in Mille Lacs County and that Crystal Payment would be the contact person in the Little Falls DNR office.

Monday, May 06, 2013

In a telephone conversation with Crystal Payment, the MN DNR Hydrologist for Mille Lacs County, Crystal confirmed that the wet lands in Mille Lacs County were indeed DNR wet lands. The City of Princeton would need a permit from the DNR to encroach on these wet lands along the East side of Highway 169 and that the permit would only be granted if the City could show that it is necessary for Fire and Safety reasons. The MN DNR has no mitigation requirements for permitting and will only grant permits to public entities for said Fire and Safety reasons. Below are the comments from Crystal.

The wetlands in question are in fact DNR Public Water Wetlands (70-W and 5-W). As the plans stand, the drive listed as 'Airport Drive' would NOT be permitted under DNR jurisdiction due to the fact that no fill and no mitigation are permitted under the rules for public water wetlands (see below). The future hangar area also falls under the same rule. The roadway along the fringe of the wetland along 169 could possibly be permitted, but would have to go through the DNR public works permit process with input from the County, and other agencies, and has the potential to be denied based on their recommendations or conditions.

The rule in question is 6115.0190, Subpart 3F.1. From the map you provided, there are alternate routes to the industrial park that would not involve the filling of the wetlands for the roads that run east-west. Obviously, this may need more discussion, but this is an overview of my position at this time. Please feel free to call me with more questions or comments.

Thank you,  
Crystal Payment

**Subp. 3. Prohibited placement.**

Placement is prohibited in the following cases:

**A.**to achieve vegetation control;

- B.**to create upland areas, except where expressly provided herein;
- C.**to stabilize beds of public waters which cannot support fill materials because of excessive depths of muck, steep bank, bed slope, or other conditions;
- D.**to stabilize or impound the site of active springs;
- E.**to dispose of rock, sand, gravel, or any other solid material resulting from activities carried out above the ordinary high water level;
- F.**to construct a roadway or pathway, or create or improve land accesses from peripheral shorelands to islands, or to facilitate land transportation across the waters; however, when a project is proposed by a federal, state, or local government agency and this provision would prevent or restrict the project, or create a major conflict with other public purposes or interests, the commissioner may waive this provision if:
  - (1)**there is no other feasible and practical alternative to the project that would have less environmental impact; and
  - (2)**the public need for the project rules out the no-build alternative; or
- G.**filling posted fish spawning areas.

Crystal Payment  
MN DNR Area Hydrologist|Todd, Morrison, & Mille Lacs  
Little Falls, MN56345  
320-616-2450 ext 234

Conclusion:

There are several items that the City can do to further the feasibility of the alternate road proposal.

1. Authorize a feasibility study for the alternate road proposal to determine the costs involved.
2. Make a Grant Application to the ECRDC as planned using the alternate road proposal now as no FAA permission will be needed for this route.
3. Design a fence that will give access to the Fire and Police Departments at the end of 24th. Avenue to pass thru the Airport to access the Industrial Park for emergency purposes only. Many cities have Fire Departments that are located on Airport property and use the taxiways to access either end of the Airport. This will buy the time needed to get the financing in place and build a proper road that does not ruin the Industrial Park or the City Airport.

In summary it is imperative the City of Princeton preserve the Princeton Airport Crosswind Runway and preserve the integrity of the Princeton Industrial Park. We must take action that takes into consideration future generations and the future of Princeton.

Richard Anderson said if the city will be submitting for EDA grants, the same application could be used for the alternate as well. He believes the EDA grant can be submitted soon after the cost analysis was done. Both counties said those wetlands are DNR and they do not have any mitigation and he was told that if the city wanted to encroach on them a permit is required. The permit would likely be considered since it has to do with public safety. He would like to see the council go forward with a cost analysis on an alternate route and then make an application to EDA for the alternate route. He said at some point Princeton will need a cross wind runway and the zoning is already there for that. Also, in talking with the industrial park and they are not in favor of routing people through there and are in favor of the alternate route. Until the road is built, there will need to be some sort of temporary ac-

cess into the industrial park, possibly a gate access to get into the airport and then into the industrial park.

Dobson said he did accompany him to these meetings and he concurs with what is in Anderson's report.

Whitcomb asked Nielson if he had a chance to look into the alternate route and the wetland issue. Nielson responded that he talked to his wetland specialist. He was told if it would be over 10,000 square feet there would still be mitigation required. If the council wanted to go forward, he would start meeting with the DNR. They believe delineation would be about \$75,000 - \$100,000, an EAW and feasibility study would be required as well. Therefore, the Council would be looking at a fairly substantial dollar figure. However a first step would be to meet with the DNR to see what would be entailed.

Whitcomb commented that a rough figure in studies before the council even started the road would be approximately \$30,000 – \$50,000. Nielson said that would be at a minimum.

Walker said it is tough to know where to start. Nielson said there is a Tiger Grant for infrastructure, which for a rural area is a minimum of 1 million and a maximum of 10 million. There is also a Federal Grant as well. With the Tiger grants, they do want the preliminary studies and work done before the City applies.

Dobson asked what the estimated cost was for the original route. Nielson said he believed it was about 1.5 million. Zimmer questioned this original route is the same one that has been looked at for 8 years. Dobson said Richard Anderson first brought the alternate route to the council's attention a year or two ago.

Whitcomb added that one thing for the Council to remember, is if the cross wind runway zoning is removed it also opens up Meadowview for more development. Walker added that without the zoning there is also the possibility of industrial park expansion. Anderson stated that he knows that the cross wind is important to some and does not understand why the city wants to send 5000 cars through the industrial park daily.

Whitcomb stated a thought he had was to run 21<sup>st</sup> into 19<sup>th</sup>, and then around to where Braham mfg used to be, thereby skirting the industrial park.

Dobson said the issue he struggles with is coming thru the industrial park on a fire call, and all of encountering Semi's in the road. As a citizen and a resident, he wants to put the safety of the residents first.

Whitcomb asked what the council wants to do as he was hoping to come to some sort of conclusion. Walker added that he can't foresee the cross wind runway getting built when the city does not have the money and the FAA will not fund a portion because it was not deemed necessary. Anderson said it will be needed in the future.

Walker stated he feels the airport needs to decide if they want a cross wind runway or a runway extension. Currently much of the aviation use at the airport is recreational and he cannot foresee spending millions of dollars for recreation. Anderson responded that the City would never qualify for a runway extension. In addition, you would need to widen and lengthen the zoning, and the existing runway would need to be moved south. When you lay it out on a map, you will get into housing in Baldwin Township.

Anderson also claimed the cost of 2.8 million for a cross wind runway is a fallacy and the Council needs to get their act together. He stated the cross wind runway would be sod and it would only cost about \$200,000. Whitcomb added that he would assume that the Airport Engineer is the one that estimate that cost.

Whitcomb said he appreciates Anderson's passion, but he takes offence that Anderson said the council needs to get their act together. The council is doing the best they can. Anderson said he will get a petition from everyone in the industrial park stating that they do not want the road thru there.

Zimmer asked if the semi trucks would be an issue for the fire trucks. Roxbury said does not spend much time out there so he is not sure it would be an issue. He added that they can spend a little time in the Industrial Area to determine if there would be an issue.

Whitcomb asked if there was a traffic study done. Nielson responded that there was a study done and they do have a phase 2 concept plan of going a little south that was done about 7 or 8 years ago. Phase 2 was for future development south of the industrial park.

Walker said what Anderson is asking the council to do is to leave everything the way it is for an unlimited time until there would be funds available even though the FAA has said not to count on any funds. Anderson replied that they are not asking for the cross wind runway to be built, but asking the road be built the correct way and maintain the zoning for the cross wind runway.

Zimmer said he what he is struggling with is the fact that this has been the route of the extension for 8 years. Dobson responded that for a long time, the city and the Airport Advisory Board had informed that the cross wind runway zoning and the road could co-exist. Anderson stated it is wrong to send all the traffic from Baldwin Township through the Industrial Park to get to Walmart and it would be a bigger issue if another box store went in out there. Whitcomb replied that the City is looking at the road more for public safety, not to access Walmart. Walker added that the Council is also looking for more expansion possibilities for the Industrial Park. He said the route that is laid out will work, and maybe there is a third option as well.

Dobson asked Nielson how soon the road could be started if the Council decided to go ahead with the original route. Nielson replied that if the City applied for the Tiger grant, it could be started in 2014. Design would go thru summer and early winter with construction next year. Dobson asked what the timeline would be if the Council looked at Anderson's alternate route. Nielson responded that the environmental information would take approximately 9-12 months to get that approved, then grant applications would be made, design work done, etc.

Nielson said an option would be for him to meet with the DNR. He could get a lot of questions answered and determine if this would even be possible. He can likely get a meeting set up with them in the next couple of weeks.

**WALKER MOVED TO APPROVE ENGINEER MIKE NIELSON TO MEET WITH THE DNR. DOBSON SECONDED THE MOTION. VOTE3:1 WITH WHITCOMB OPPOSED, MOTION CARRIED**

**B. WWTP change order**

Schieffer reported that the Council now needs to approve the Change Order in the amount of \$60,000 for the settlement that was agreed upon at a previous council meeting.

DOBSON MOVED TO APPROVE CHANGE ORDER 4 to THE RICE LAKE IN THE AMOUNT OF \$60,000. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**C. Safe routes to school**

Fuhrman reported that in February, the City of Princeton, Mille Lacs County, and Princeton Public Schools collaborated together to submit two Safe Routes to School (SRTS) Grants to MnDOT on behalf of the Princeton community. MnDOT received over \$15 million in grant requests, and only \$3.8 million was funded. The Princeton SRTS Team is pleased to announce that we were awarded the Safe Routes to School Infrastructure Grant in the amount of \$300,000 to install sidewalks and crosswalks along 5th Ave N and a portion of 12th Street N leading to North Elementary and the Middle School. This will help to ensure safe routes for students to walk and bicycle to school, along with safe routes for community residents in general. Unfortunately, the second grant request for education and encouragement programs was not funded.

The grant funds have been awarded. To give the Council an idea of the community effort behind the application, 25 letters of concurrence and support from Princeton Public School staff, city and county staff, and area businesses/organizations were received, along with the resolutions of support from the City Council and Mille Lacs County Board of Commissioners. City staff will continue working with the County and School District on this project. Adjacent property owners were made aware of the grant request and that an open house will be held inviting all affected property owners to ask questions and discuss the project with staff. Engineering work is needed to be done, and the construction will not happen until 2014.

Dobson thanked Fuhrman for all the work she did on this and said it is a big boost in the community to get this.

WALKER MOVED TO ACCEPT THE SAFE ROUTES TO SCHOOL GRANT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**D. Bikes Belong Grant Application**

Fuhrman reported that the Park Board has been working hard towards making Princeton a more pedestrian and bicycle-friendly community through various activities including conducting a bicyclist and pedestrian inventory, working on the Park and Trail Plan, applying for grants for the Great Northern Trail, receiving grant funds for adding destination signage and bicycle racks around the community, and so on. Another way that has been discussed extensively between the Park Board and 4R Board is through adding on-road bicycle lanes. At the April study session, Bob Gerold introduced the *Bikes Belong Community Partnership Grant* as a potential funding source for adding on-road bike lanes on First Street from Odger's Dental Office (21<sup>st</sup> Ave) to the Mille Lacs County Historical Society (10<sup>th</sup> Ave). The bike lanes on First Street would serve multiple purposes:

1. Encourage bicycles from the 100<sup>th</sup> Avenue trail to continue into downtown.
2. Complete a phase of the 4R Board's Open Space and Trail Plan, which places Princeton at the hub of a regional Park and Trail system.
3. Accomplish a goal of Park Board's Comprehensive Park & Trail Plan.

4. Promote Princeton as a bicycle-friendly community.
5. Garner the physical, social, and economic benefits of a bicycle-friendly community.
6. Use this as a “pilot project” for future on-road bicycle facilities in community.

At their January meeting, the Park Board recommended applying for the grant application to add bicycle lanes and signage on First Street, subject to City Council approval. The grant is for up to \$10,000 and requires collaboration between one government department (Park Board), one non-profit organization with a mission specific to recreation (4R Board), and one local business represented (A Turn of Events and Rum River Auto have agreed to partner with the Park Board on this project, likely through donated time). Although the grant does not have specific match requirements, Bikes Belong staff has indicated they prefer not to fund more than 50% of a project, although they will make exceptions based on the project size and circumstances of the community.

Staff has met with the County Engineer, who had no objections to the project and worked with staff on a layout for the bicycle lanes that would work. The specifics of the project would include the following:

- Keeping on-street parking on the north side of the road;
- Adding bicycle lanes going with traffic both ways;
- Removing on-street parking on the south side of the road;
- Adding on-road symbols and signage for the bicycle lane; and
- Adding signage.

The Park Board’s reasoning for recommending the bicycle lanes end at the Historical Society was two-fold: first off, funding is limited; and second off, this would keep the on-street parking in the core downtown area. The Park Board has indicated support of continuing to encourage bicycle traffic along First Street into downtown, and then turning north on 4<sup>th</sup> Avenue – this would be a “bicycle corridor” – to eventual connect with a trail along Highway 95.

At this time, staff is requesting City Council approval to apply for the Bikes Belong Community Partnership Grant.

WALKER MOVED TO APPROVE THE APPLICATION FOR THE BIKES BELONG COMMUNITY PARTNERSHIP GRANT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

#### **E. Public safety building**

Karnowski stated that the Construction Manager is still evaluating the second set of bids for the public safety building. He is requesting that the Council approve eight (8) critical bids (Earthwork, site utilities, Cast-In-Place concrete, masonry, steel erection, doors/frames/hardware – supply, fire protection, plumbing, HVAC and Electric) so we can stay on schedule. The bids suggested for your consideration are:

##### **Contract #0213/0230 – Earthwork/Site utilities**

Twelve bids received

Budgeted amount: \$60,675

Low Bidder: West Branch Construction Company of Princeton

Base Bid: \$76,500

Alternate #3: \$750

**Contract #0300/0400 – Cast-In-Place Concrete/Masonry**

Sixteen bids received  
Budgeted amount: \$188,200  
Low Bidder: Thompson Construction of Princeton  
Base Bid: \$185,869  
Alternate #3: \$9,731  
Alternate #6: \$1,636

**Contract #0515 – Structural Steel/Miscellaneous Metals - Erection**

Four bids received  
Budgeted amount: \$28,000  
Low Bidder: A.M.E. Construction Corporation in Wayzata  
Base Bid: \$23,786  
Alternate #3: \$1,120

**Contract #0801 – Doors, Frames & Hardware - Supply**

One bid received  
Budgeted amount: \$49,715  
Low Bidder: Contract Hardware Company in Lino Lakes  
Base Bid: \$47,780

**Contract #1530 – Fire Protection**

Six bids received  
Budgeted amount: \$39,980  
Low Bidder: Summit Fire Protection in Waite Park  
Base Bid: \$36,715  
Alternate #3: \$2,100

**Contract #1540 – Plumbing**

One bid received  
Budgeted amount: \$103,800  
Low Bidder: Northern Mechanical Contractors in Eagan  
Base Bid: \$113,800  
Alternate #3: \$1,500

**Contract #1580 – Heating, Ventilation & Air Conditioning**

Three bids received  
Budgeted amount: \$85,342  
Low Bidder: Gopher Heating and Sheet Metal, Inc in Savage  
Base Bid: \$119,900  
Alternate #3: \$8,600

**Contract #1600 – Electrical/Fire Alarm System**

Six bids received  
Budgeted amount: \$189,980  
Low Bidder: Reliance Electric in Zimmerman  
Base Bid: \$169,000  
Alternate #3: \$1,600

**Total Critical Contracts Base Bids: \$773,350**

**Total Critical Contracts Accepted Alternates: \$37,180**

**Total Critical Contracts Base Bids and Accepted Alternates: \$810,530**

The building committee also is recommending approval of the first change order. The bid the Council approved at the March 14<sup>th</sup> meeting for the pre-cast concrete walls were for standard walls. For aesthetical reasons, the committee is recommending that the Council approve a change order such that the exterior walls will have an exposed concrete finish. The cost of the change order adds \$8,222 to the contract which the committee suggests can come out of the contingency fund. If the Council concurs, a motion to approve the change order for an exposed concrete finish for a cost not to exceed \$8,222 would be in order.

Whitcomb asked if we have to make it contingent ton the EDA public hearing. Schieffer responded that conditional approval is not usually liked by the contractors.

Walker asked Jeff and Rob from Greystone if they have had experience with all the contractors. Jeff said they have had experience with most of them, and Rob had phone interviews with all of them to make sure they were fully aware of the job specifications.

Walker said he does not see a need for the exterior to look like glass and the windows in the fire bay. Whitcomb responded that those were just to add to the look of the building so it was pleasing to the eyes.

Dobson agrees and understands the aesthetics, but the cost is already getting to be a little higher than what was originally discussed. He understands the need for the foam insulation, as that will pay for itself in heating savings. However, he also does not see the need for the north windows in the fire bay and the exterior glass appearance panels in the police section.

**DOBSON MOVED TO APPROVE THE FOLLOWING BIDS AND THE UNIT PRICE ON THE WINDOWS:**

Earthwork/Site utilities - West Branch Construction Company of Princeton  
Base Bid: \$76,500  
Alternate #3: \$750

Cast-In-Place Concrete/Masonry - Thompson Construction of Princeton  
Base Bid: \$185,869  
Alternate #3: \$9,731  
Alternate #6: \$1,636

Structural Steer/Miscellaneous Metals Erection - A.M.E. Construction Corp in Wayzata  
Base Bid: \$23,786  
Alternate #3: \$1,120

Doors, Frames & Hardware – Supply - Contract Hardware Company in Lino Lakes  
Base Bid: \$47,780

Fire Protection - Summit Fire Protection in Waite Park  
Base Bid: \$36,715  
Alternate #3: \$2,100

Plumbing - Northern Mechanical Contractors in Eagan  
Base Bid: \$113,800  
Alternate #3: \$1,500

Heating, Ventilation & Air Conditioning - Gopher Heating and Sheet Metal, Inc in Savage  
Base Bid: \$119,900

Alternate #3: \$8,600

Electrical/Fire Alarm System - Reliance Electric in Zimmerman  
Base Bid: \$169,000  
Alternate #3: \$1,600

Total Critical Contracts Base Bids: \$773,350

Total Critical Contracts Accepted Alternates: \$37,180

Total Critical Contracts Base Bids and Accepted Alternates: \$810,530

WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Jeff from Greystone explained the upgrade of exposed aggregate of \$8,222. He said it looks much better and no sealing is needed.

WALKER MOVED TO EXPOSED AGGREGATE ON THE TIP UPS FOR AN ADDITIONAL \$8,222. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Karnowski asked the council what they wanted to do on the Bid bond for J&S concrete. He said J&S Concrete was contacted to after the bid opening to let them know they were 30% low on masonry and low on the concrete etc. They did call back and said they were comfortable with their numbers. Now today, a letter was received saying they were withdrawing their bid. They said they went back through the plans in detail and determined they missed 90 feet of wall and the individual concrete bid had a clerical error. They said if they took the job they would lose money.

Walker asked how often Contractors need to surrender the bond. Rob said he has seen it happen occasionally over the last 15 years. Typically it is the case of a contractor making a mistake where they forgot to add a zero, or added something incorrectly. In those cases, the bid bond is not usually forfeited. However in some cases where they are too busy to do the work, or a serious error is made, a bid bond is forfeited. Walker said we are not out any money at this time so the city should not forfeit the bid bond. Schieffer added that the city is dealing with public money and feels the city should go through with the forfeiture. The bid bond is part of the bid process and it is costing the City \$40,000 to take the second low bid.

Karnowski suggested telling J&S Concrete that they can withdraw and we will forfeit the bond, and maybe they will stand behind the bid instead.

Dobson said he agrees with Schieffer that we are dealing with public money. He added that he assumes that anyone that puts in a bid that knows they have a bid bond out there and that they do stand a chance to lose it. He said he does not know how often this has come up with the city before, but he does not want to set a precedent not to forfeit a bid bond when the situation calls for it.

DOBSON MOVED TO FORFEIT THE BID BOND FROM J&S CONCRETE DUE FO THE SIGNIFICANT ERRORS MADE AND THE WITHDRAWL OF THE BID. ZIMMER SECONDED THE MOTION. VOTE 3:1 WITH WALKER OPPOSED, MOTION CARRIED.

## **NEW BUSINESS**

### **A. Water system security and Vulnerability**

Karnowski said as part of the loan/grant agreement between the City and the USDA, the city was required to do a Water System Security and Vulnerability Assessment and come up with a plan

The plan is in response to a 2002 Federal law requiring that water systems, for communities serving a population of over 3,300, do the assessment to ensure the security of their systems from attacks or other types of intentional acts intended to disrupt service.

The assessment is an ongoing process to be kept current by staff and needs to be submitted to the U.S. Environmental Protection Agency as well as to the USDA.

## **B. City Hall Roof Bids**

Karnowski reported that as the Council is probably aware, there are some "issues" with the City Hall/Police Department roof(s). The CIP included money to repair the roof and we've obtained quotes for the work. Those quotes include:

### **Flat Roof Area:**

1. McDowall Company (Waite Park): \$68,470.00.
2. All Elements, Inc. (Monticello): \$42,129.00.

### **Pitched Roof Area:**

1. All Elements, Inc. (Monticello): \$17,545.
2. Wood Appeal Construction (Princeton): \$17,010.

The staff recommendation is for the Council to award the flat roof roofing job to All Elements of Monticello for a price not to exceed \$42,129 and, for the pitched roof, to Wood Appeal Construction of Princeton for a price not to exceed \$17,010.

If the Council agrees with that policy, a motion to that effect would be in order.

Whitcomb asked if the City could use All Elements for both to make things easier. Gerold responded that All Elements does not do the pitched roofs and would be subcontracting that out anyway.

WALKER MOVED TO APPROVE THE CITY HALL ROOF BIDS TO ALL ELEMENTS FOR \$68,470 FOR THE FLAT SECTION AND FOR THE PITCHED ROOF AREA TO WOOD APPEAL CONSTRUCTION FOR \$17,010. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

## **MISCELLANEOUS**

### **BILL LIST – \$260,287.48**

ZIMMER MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$163,927.77 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 67963 TO 68044 FOR A TOTAL OF \$260,287.48. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

## **ADJOURNMENT**

There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 8:26PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins  
City Clerk

ATTEST:

---

Paul Whitcomb, Mayor