

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JUNE 16, 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, Jules Zimmer and Victoria Hallin. Others present: Administrator Mark Karnowski, Public Works Director Bob Gerold, Development Director Jolene Foss, Fire Chief Jim Roxbury, Clerk Shawna Jenkins, Engineer Andy Brotzler, and Attorney Damien Toven and Kelli Bourgeois. Absent was Dick Dobson, Police Chief Todd Frederick and Liquor Store Manager Nancy Campbell

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of May 26, 2016
- B. Study Session Meeting Minutes of June 2, 2016

HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF MAY 26, 2016 AND THE STUDY SESSION MEETING MINUTES OF JUNE 2, 2016. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses

- 1. Circus License for June 21, 2016 – Mille Lacs County
- 2. 3.2 Malt Liquor for July 4th Fireworks – Mille Lacs County
- 3. 3.2 Malt Liquor for County Fair August 10-14 – Mille Lacs County
- 4. TNT Fireworks for sale – Walmart Parking Lot
- 5. Fireworks Display on July 4 by Pyrotechnic Display
- 6. American Legion Bingo for County Fair
- 7. Christ Our Light Raffle to be held September 10, 2016
- 8. Friendly Buffalo Liquor License – pending background check

B. Personnel

- 1. Resignation of PT Public Works Employee Chase Lindenfelser effective 6-24-16
- 2. Approve hiring of PT Seasonal Public Works Employee Jared Seifert effective 6-13-16
- 3. Approve hiring of PT Seasonal Public Works Employee Caleb Scharber - 6-13-16
- 4. Liquor Store – Hiring of Nichole Swenson as of 6-22-16 at \$11.40
- 5. Liquor Store – resignation of Alyssa Swenson effective 6-14-16

C. Donations/Designations

- 1. Resolution 16-30 –Donation by Princeton Jaycees for North Park project

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

OPEN FORUM

PUBLIC HEARINGS

- A. Anderson Street Vacation

Karnowski advised that Richard Anderson has requested a vacation of a portion of 6th Ave south. The easterly 16.5 feet is requested to be vacated, so a house will then meet the set-back requirements. The Hearing has been published and notices mailed as required by State Statute.

Walker stated that he really does not like to see alleys or streets vacated, but can understand

the reasoning of this request. He asked if the partial vacation could be provided back to the city if it was not needed at some point.

Karnowski replied that this street was originally platted at 80 or so feet, versus the standard of 66 feet. Staff did look at all adjoining properties and they will not be affected by this partial vacation. Foss stated that even with the portion vacated, there is still a 66 foot easement.

WHITCOMB OPENED THE PUBLIC HEARING AT 7:11

Richard Anderson advised the Council that he is there to answer any questions they may have regarding this request.

ZIMMER MOVED TO CLOSE THE PUBLIC HEARING AT 7:13PM, SECONDED BY HALLIN

HALLIN MOVED TO APPROVE RESOLUTION 16-32 VACATING A PORTION OF 6TH AVENUE SOUTH (PLATTED AS WASHINGTON AVENUE) ROSS-MERE ADDITION. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. EDA Board Minutes of May 19, 2016
- B. Park Board Minutes of May 23, 2016
- C. Fire Board Minutes of June 7, 2016

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Elim Fest / Pig Roast Road Closure Request

Karnowski reported that Elim Care and Rehab Center is requesting the ability to close off 8th Ave (to the West of Elim's block) on Sunday, August 21st for their 30th Annual Elim Fest. If their request is approved, they would like to ask for the Public Works Department to drop off the barricades sometime before the event so they can set them up at both ends of the block at around 11am. They will remove them at or before 8pm after cleanup from the event. As in the past, they would gladly keep a path open on the north side of the street for ambulance and other emergency vehicle access.

HALLIN MOVED APPROVE THE CLOSURE OF 8th AVENUE TO THE WEST OF THE ELIM HOME ON SUNDAY, AUGUST 21ST FROM 11AM TO APPROXIMATELY 8PM FOR THE ELIM FEST / PIG ROAST. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

- B. Street Closure Request for Mama Gracie's

Foss advised that Faith Goenner of Mama Gracie's Pregnancy Shop is requesting a street closure on Labor Day, September 5th 10am until 3pm. The First Birthday event is scheduled for that day and Ms. Goenner would like to close off 1st Street in front of her store. She will be inviting a good truck to set up, along with additional vendors. She is planning to set up tables, a kids area and space to watch demonstrations and meet the experts.

WALKER MOVED APPROVE THE CLOSURE OF 1ST STREET IN FRONT OF MAMA GRACIE'S FOR HER FIRST BIRTHDAY EVENT ON LABOR DAY, SEPTEMBER 5TH FROM 10AM TO 3PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Princeton Block Party Request

Karnowski reported that Scott Berry's Law Office is requesting the use of the generator and barricades for the Princeton Block Party on July 29th.

Zimmer questioned if the County will be done with the resurfacing of Rum River Drive by the Block Party. Foss replied that the County stated that the project is scheduled to be done on July 28.

WALKER MOVED APPROVE THE USE OF THE CITY'S GENERATOR AND BARRICADES FOR THE PRINCETON BLOCK PARTY ON JULY 29TH. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Color My World Chalkfest Sidewalk Request for July 3, 2016

Karnowski advised that Christ Our Light Church is requesting the use and closure of the sidewalk behind Christ Our Light Church along Rum River Drive, and continue Northbound as needed. Last year the event went very well with 22 artists and they are expecting their event to grow with the additional publicity. Chief Frederick has reviewed and approved the request.

HALLIN MOVED APPROVE CLOSING THE CITY'S SIDEWALK TO PEDESTRIANS FOR THEIR COLOR MY WORLD CHALKFEST ON JULY 3, 2016. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

A. Resolution 16-31 – Central MN EMS Grant

Karnowski reported that the Police Department has received a grant for \$453.78 for the purchase of medical supplies to be used by the Departments.

WALKER MOVED APPROVE RESOLUTION 16-31 ACCEPTING A GRANT FROM THE CENTRAL MINNESOTA EMS REIMBURSEMENT PROGRAM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

NEW BUSINESS

A. Comp Plan Update

Foss advised that Comprehensive planning is a process that determines community goals and aspirations in terms of community development. The outcome of comprehensive plan-

ning is the Comprehensive Plan which dictates public policy in terms of transportation, utilities, land use, recreation, and housing.

The City of Princeton's Comprehensive Plan is scheduled for an update.

The Comprehensive Plan was last updated in January of 2009 and was for the timeframe 2008-2018.

The update is budgeted for in the CIP. Generally, planning updates take 12-18 months.

A tentative timeframe would look something like this:

August 1 2016	RFP Released
September 15 2016	Proposals Due
October 2016	Consulting Firm Chosen
October 2017	Draft Comp Plan Complete
January 2018	Final Comp Plan Complete

An additional 3 months for final completion can be allowed if necessary.

Staff will begin the RFP process for a consultant to complete the Comprehensive Plan 2018 update.

B. Planning Commission Issue

Karnowski reported that Jules Zimmer will not be able to attend the June 20th Planning Commission meeting. Without a quorum, the 4 public hearings will not be able to be held. With only 3 people on the Planning Commission, the chance of a lack of quorum is high. Staff is suggesting a council member be appointed as a backup, so meetings will not need to be cancelled.

Walker said he can be a backup for the Planning Commission if a regular member could not attend.

ZIMMER MOVED TO APPOINT WALKER AS A BACKUP FOR THE PLANNING COMMISSION IF ANOTHER MEMBER CANNOT ATTEND. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

Hallin reported that "Golf for the Kids" is a Family Pathways Fundraising event in August. Teams can golf, a business or resident can sponsor or even make a donation. Out of the 14 centers, one had to shut down recently due to financial restraints.

This is the biggest fundraiser that Family Pathways does. She asked everyone to pass on the information to others.

Whitcomb thanked Lee Steinbrecher and all those that assisted in the landscaping at the round a bout. He said it looks wonderful.

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 \$82,722.61 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 73784 TO 73868 FOR A TOTAL OF \$292,091.41. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:32PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins
City Clerk

Paul Whitcomb, Mayor