

**MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL  
HELD ON JUNE 2, 2016 4:30 P.M.**

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Mayor Paul Whitcomb called the meeting to order. Council member present was Thom Walker, Dick Dobson and Victoria Hallin. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Public Works Director Bob Gerold, Community Development Director Jolene Foss and Clerk Shawna Jenkins. Absent was Jules Zimmer.

**Reschedule June 9<sup>th</sup> Council Meeting and Public Hearing due to Parade**

Karnowski reported that the Public Hearing had originally planned on, published and notices sent out for the partial street vacation public hearing for June 9<sup>th</sup>. Staff realized that June 9<sup>th</sup> is the evening of the Rum River Days Parade, so he asked the Council would like to reschedule. Staff has checked with Attorney Bourgeois and it is okay to reschedule the meeting as long as it is posted and notices sent to the residents that were notified of the hearing via mail.

HALLIN MOVED TO RESCHEDULE THE COUNCIL MEETING AND ROAD VACATON PUBLIC HEARING TO JUNE 16 AT 7PM. WALKER SECONDED THE MOTION.

Dobson stated that he cannot make the meeting on June 16<sup>th</sup> as he has a prior commitment.

THE MOTION CARRIED UNANIMOUSLY

**Transfer Discussion and Approval**

Jackson reported that one of the items that the auditors suggested, as well as in prior years, is to close-out some inactive funds and to deal with the funds that have negative balances. Many of these funds will take additional research to determine the best resolution, and he will come back to the council with those suggestions.

One fund that is both inactive and ended with the negative balance, is fund 313, which is the construction fund for the Public Safety Building. After nearly \$2,400,000 in building improvements, cabling and electronic system installation, there is a deficit of \$44,539.32. This is after bond proceeds, the transfer of funds from the Forfeiture fund for the interrogation rooms and the transfer from the Fire Equipment Reserve Fund for costs of the last truck bay.

Since the General Fund ended 2015 with a positive result of \$263,390, he is recommending a transfer from the General Fund of \$44,539.32 to Fund 313 to zero out and close that fund.

DOBSON MOVED TO TRANSFER \$44,539.32 FROM THE GENERAL FUND TO FUND 313 AND TO CLOSE IT OUT. HALLIN SECONDED THE MOTION.

Walker asked if these funds are in a specific location of the general fund. Jackson responded that they are not dedicated funds.

THE MOTION CARRIED UNANIMOUSLY

Foss advised that James Dougherty with Princeton Meats has been working with Dan Bullard at the Initiative foundation. Dougherty is looking to purchase the building he is currently located in.

Hallin asked if the issues with Princeton Meats have been resolved. Foss stated she and Chief Frederick have met with Dougherty and the issues regarding venting, parking, alley blocking and carcass issues will be addressed. Frederick added that it was stated to Dougherty that he is required to meet all city codes and ordinances.

Dobson said it would be nice if the City could show support of a local business with the Initiative Foundation.

HALLIN MOVED TO SHOW SUPPORT FOR PRINCETON MEATS WITH THE INITIATIVE FOUNDATION. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

DOBSON MOVED TO ADJOURN THE STUDY SESSION AT 4:50PM. HALLIN SECONDED THE MOTION. MEETING ADJOURNED

Respectfully Submitted,

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Shawna Jenkins  
City Clerk  
ATTEST:

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Paul Whitcomb, Mayor