

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JULY 10, 2014 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, Jules Zimmer, and Victoria Hallin. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Brian Payne, Police Sergeant Joe Backlund, Police Investigator Todd Frederick, Community Development Director Carie Fuhrman, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineer Mike Nielson, and Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Dangerous Dog Hearing Minutes of June 26, 2014
- B. Regular Meeting Minutes of June 26, 2014

HALLIN MOVED TO APPROVE THE DANGEROUS DOG HEARING MINUTES OF JUNE 26, 2014 AND THE REGULAR MEETING MINUTES OF JUNE 26, 2014. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. **Permits and Licenses**
- B. **Personnel**
 - 1. Liquor Store – Resignation of Janet Enderle
- C. **Donations / Designations**
 - 1. 14-26 – donation from the Princeton Jaycee’s for the Splash Park

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

OPEN FORUM

Jan Jude spoke about her position as Mille Lacs County Attorney and stated she will be running for re-election. She has been the County Attorney for 12 years, and was born and raised in the county. Her son went to school and played hockey here in Princeton. She reports that she has stopped turnover in the office, and she is the longest serving attorney the County has had. She has reduced the need to have outside council and touched on the County Attorney budget, which she stated is primarily salary. The only overhead they have is the computers that are on a schedule, and she only asks for what they need to operate. She stated Mille Lacs County does have a higher crime rate than some other counties, which is primarily attributed to the north side of the county. She has started a youth type program that they hope will benefit them in the future. She also produces a law enforcement bulletin that updates the police departments on law changes, current issues, updates on trials, etc. She said she also serves on the Strategic Planning Committee, where they are trying to find ways to make the overall system more efficient.

PUBLIC HEARINGS

- A. Airport DBE Hearing

Karnowski reported that in order to qualify for FAA funding for airport improvement projects, the city needs to have a Disadvantaged Business Enterprise (DBE) Goal.

The Airport engineer advises that it's also a good idea to have a hearing on the topic to see if there is any public comment. To date we've had no one request to see the document and have had no one comment on it.

Still a hearing should be opened to see if anyone is interested in commenting.

NOTICE OF DBE CONSTRUCTION GOAL

The City of Princeton, Minnesota has set a Disadvantaged Business Enterprise (DBE) Goal of 3.4% for the FY2014/15/16 Airport Improvement Projects which are funded, at least in part, by Federal grant(s).

The goal and rationale are available for inspection during normal business hours at the Princeton City Hall, 705 2nd Street North until July 14, 2014.

The City of Princeton and the US Department of Transportation will accept comments on the DBE construction goal until July 29, 2014 at the above address for the City and at:

US Department of Transportation
Federal Aviation Administration
AGL-9
2300 E. Devon Avenue
Des Plaines, IL 60018

For the US Department of Transportation.

WHITCOMB OPENED THE HEARING AT 7:08PM

HALLIN MOVED TO CLOSE THE PUBLIC HEARING AT 7:08PM WITH NO COMMENTS.
DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Planning Commission Meeting Minutes of June 16, 2014
- B. EDA Meeting Minutes of June 19, 2014

Verbal report by Carie Fuhrman

Fuhrman reported they have been working on cleaning up a few properties, 2 of them are the old Bergstrom house and the old gas station. They just voted to hire West Branch construction to demolish those properties.

Secondly, she stated the EDA is looking for a motion from the council. The EDA had provided computers to Rum River Health Services and have picked those up. They are looking to hire a company to clean out the computers and get them ready for possible resale. They had TDT Computers which does a lot of work for the Police Station, and F1 Computers of Princeton provide quotes. The EDA is asking for a motion approving \$2465 to pay for TDT to do that work. Liquor store funds will be used to pay for that ser-

vice, then when the computers are sold those funds can be replenished.

WALKER MOVED TO APPROVE THE EDA TO SPEND \$2465 TO CLEAN THE COMPUTERS FROM RUM RIVER HEALTH SERVICES. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Fire Board Meeting Minutes of July 1, 2014

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

UNFINISHED BUSINESS

A. Block Party Request

Karnowski reported that Scott Berry has contacted staff to request additional street closures for the Block Party. The County is aware of the changes as well.

He said the city did receive some concern on part of the speedway, as they will be having a special event that evening and they were concerned with the shutting down of First Street, it may be difficult for some to find their way to the Fairgrounds.

Hallin asked what time the roads will be closed. Berry replied they would like them to be closed about Noon Friday July 25th, until approximately 11pm. Our Downtown Block Party has always been north or south of First Street. The purpose of closing both north and south, as well as part of First Street is to allow people to go back and forth safely, and allow all the businesses to participate. The Block Party was originally created to bring people downtown when the bridges were under construction. There will be some traffic inconvenience, but it should be easy to navigate around.

Payne said they had planned on putting just one officer on the event, so with the additional road closures, they may need assistance from the block party to put signs up. Berry agreed they would assist in putting the signs up.

ZIMMER MOVED TO APPROVE THE REQUEST TO CLOSE RUM RIVER DRIVE FROM 2ND AVENUE NORTH TO 2ND AVENUE SOUTH, AND FIRST STREET TO BE CLOSED FROM 6TH AVENUE NORTH TO 4TH AVENUE SOUTH. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Reconsideration of August 12th meeting, due to Primary Election

Karnowski reported that at the last meeting, the council motioned to move the August 14th meeting to Tuesday August 12th, because of the Design Team Prep meeting. Since that meeting, it occurred to staff that Tuesday August 12th is the Primary Election and according to state statute 204C.03, we cannot hold a public meeting on Election Day from 7am to 8pm.

Would the Council like to reschedule the meeting to August 19th, or to another date.

WALKER MOVED TO MOVE THE MEETING TO AUGUST 14TH AT 5:30PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Appointment of Primary and General Election judges

Karnowski reported that the Council needs to appoint the judges for the Primary and General Elections.

HALLIN MOVED TO APPOINT THE FOLLOWING JUDGES FOR THE PRIMARY AND GENERAL ELECTIONS:

Marilyn Trunk	Ann Bien	Lori Akers	Diann Boser
Jane Hanson	Vicki Lind	Don Britt	Meilan Haehn
Maureen Gould	Fran Howard	Norma Stay	Evelyn King
Anne Stevenson	Jo Seifert	Joan Quickstrom	Delores Topliff
Carol Whitcomb			

ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Police Chief Pending Retirement

Karnowski reported that he has been advised that Police Chief Payne is retiring in October. While October still seems like a ways off, it's less than 90 days away.

Recalling the situation we had in 2007 when the previous Police Chief basically gave the city two weeks' notice of his resignation, I'd like the Council to direct staff to begin the process of selecting Chief Payne's successor as soon as possible. He thinks, and Chief Payne agrees, that the transition would work best if Payne's successor was designated before Payne actually retires.

In order to do that, staff needs to get a sense of how the Council would like to proceed. He said he believes the Council has two options. The Council can decide to:

1. Limit applications to current members of the Princeton Police Department and promote from within, or
2. Solicit applications from all qualified candidates and strongly encourage current members of the department to apply.

He said it has always been his belief that opening up the position to all qualified candidates while strongly encouraging current department employees to apply has advantages over limiting applications from current employees only.

The rationale is that if a current employee beats out all competition from both inside and outside the department, then that candidate would know that they are truly the best person for the job rather than simply the best candidate of the current employees. It adds to the credibility of the appointment for not only the public but the department as well.

The reason he is suggesting the Council begin the process for selecting a new Police Chief now is that, if a current employee is appointed, the city will need to go through at least one more hiring process to replace the officer appointed. And, if the person selected is, for instance, either the current Sergeant or Investigator, then a third hiring process will have to be undertaken to select a replacement for one of those positions.

He asked how the Council wished to proceed.

Dobson said the problem is opening up to the outside, is right now we have a great department and everyone is working together very well. Bringing someone new in, may upset the department and we could lose some good officers. Zimmer expanded on that and said smaller departments don't have a lot of opportunity for advancement and if you want to retain your officers they need to know they are looked at for those positions in the future. Otherwise, they may go elsewhere where they can expand their career. He would like to look within first, where there would likely be qualified candidates. Hallin asked if there would be a new officer hired. Karnowski replied that there will be one person hired. Walker added that while there is still some time, if it was opened up to outside applicants, there would be some time lost. He asked if the Council should also approve the positing of an additional officer at this time. Whitcomb responded that he thinks there is a little time before that needs to be posted.

WALKER MOVED TO LIMIT APPLCIATIONS TO CURRENT EMPLOYEES. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

DOBSON MOVED TO ACCEPT POLICE CHIEF PAYNE'S RESIGNATION WITH REGRET. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Elim Care and Rehab Road Closure request

Karnowski reported that Elim Care and Rehab Center is requesting the ability to close off 8th Avenue for their 28th Annual Elim Fest on Sunday, August 17th. If the Council approves this request, they ask if the Street Department could drop the barricades again on the boulevard sometime before the event and they will set them up at each ends of the block around 11am and they will remove them at or before 8pm after clean up from the event. As in the past, they will gladly keep a path open on the north side of the street for ambulance and other emergency vehicle access.

HALLIN MOVED TO APPROVE THE CLOSURE OF 8TH AVE FROM 11AM TO 8PM ON SUNDAY, AUGUST 17TH FOR THE 28TH ANNUAL ELIM FEST. ZIMMER 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 \$105,307.90 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 70273 TO 70344 FOR A TOTAL OF \$390,397.27. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:27 PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk
ATTEST:

Paul Whitcomb, Mayor