

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
AUGUST 11, 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 Jules Zimmer and Victoria Hallin. Others present: Administrator Mark Karnowski, Police Chief Todd Frederick, Development Director Jolene Foss, Public Works Director Bob Gerold, Clerk Shawna Jenkins, and Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of July 28, 2016
- B. Study Session Minutes of August 4, 2016

HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JULY 28, 2016 AND STUDY SESSION MEETING MINUTES OF AUGUST 4, 2016. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. **Permits and Licenses**
 - 1. Tax License for Floyd Cox – Princeton Cab
- B. **Personnel**
- C. **Donations/Designations**

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

OPEN FORUM

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. EDA Board Minutes of July 21, 2016
- B. Airport Board Minutes of July 18, 2016

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. School District Bus Loading Signage Request

Karnowski reported that the School District is requesting signage on 7th by the old hospital emergency to read "Bus Loading Zone" with the times of 7:40am to 8:10am and 2:40pm to 3:10pm. Their Building Grounds Director will coordinate with City Staff if the signage is approved.

Gerold said there is also a crosswalk there, so he will have to determine where they want the signs and loading area

Dobson asked if the parking signs they previously requested will be in the same location. Staff will talk to the School District and find out.

WALKER MOVED TO APPROVE THE SCHOOL DISTRICT REQUEST FOR BUS LOADING SIGNAGE ALONG 7TH. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Greater Life Church Request to use Riverside Park on August 20

Foss advised that Greater Life Church is requesting to use Riverside Park on Saturday August 20th for their event from 11am to 3pm. Their event includes kids programs, games, music, free lunch, Bread distribution and they will be handing out 20 backpacks to needy families in the Community.

Hallin stated that it also the Day of Kindness on August 20th. She said she brought her teens to the event last year and it was wonderful.

HALLIN MOVED TO APPROVE GREATER LIFE'S CHURCH REQUEST TO USE RIVERSIDE PARK FOR THEIR EVENT ON AUGUST 20. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

A. Ordinance 740 – Adding Speedway to sites able to be licensed- FIRST READING

Karnowski advised this is just a cleanup of the ordinance to list the Speedway as a Sports Facility allowing them to sell liquor.

MOVED TO INTRODUCE ORDINANCE 740 ADDING THE SPEEDWAY TO THE LIST OF ALLOWED LIQUOR LICENSE HOLDERS AS BEING A SPORTS FACILITY. SECONDED THE MOTION.

Walker asked for some clarification on this. Jenkins responded that the Speedway currently has a liquor license, this is just cleaning up the current ordinance that will now list them as a Sports Facility.

THE MOTION CARRIED UNANIMOUSLY

B. Resolution 16-35 – Airport CIP Project Encumbrance / Agreement

Karnowski the taxiway project should begin soon and will likely be done in September. This is the standard agreement that the Council sees yearly for the various Airport projects.

HALLIN MOVED TO APPROVE RESOLUTION 16-35 AUTHORIZING MNDOT AGREEMENT FOR AIRPORT IMPROVEMENT (AGREEMENT 1026202, STATE PROJECT A4802-25). ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Ordinance 739 – Ordinance to Opt out of State program- FINAL READING

Karnowski advised that a bill creating a new process for local governments to permit certain types of recreational vehicles as temporary family dwellings was signed into law by Gov. Dayton on May 12. The law is Chapter 111: SF 2555.

The main stated motivation behind the new law is to provide transitional housing for seniors. For example, if a family wanted to keep a close eye on grandma while she recuperates from surgery, they could have grandma stay in a "temporary family health care dwelling" in the yard or driveway.

But the law has a broader effect than that, however, with anyone who needs assistance with two or more “instrumental activities of daily life” for mental or physical reasons eligible to be housed in this manner.

The law includes a provision stating cities can opt out of the law but must do so by Sept. 1, 2016. Staff is recommending the city opt out of the law for the following reasons:

- The Planning Department has not had sufficient time to thoroughly review the law,
- Opting out gives the city additional time to consider whether to address the use with the Planning Commission and seek community input,
- Opting out allows the city to draft its own ordinance language if or when it decides to consider the use.

Staff believes there is a need for a provision similar to that law passed by the legislature but we think the concept should be vetted by our own Planning Commission and Council rather than buy into the ‘one size fits all’ provisions of the state law.

Since the first reading there has been some controversy on the List serve. The argument was that this is a zoning amendment so a public hearing should be held. Karnowski feels that it is not a zoning ordinance until the state law is in effect, so his thought was a public hearing was not needed. He refers to the City Attorney. Toven asked if there is a downside to waiting and holding the public hearing. Karnowski stated that if someone were to apply prior to the Public Hearing being held, there could be an issue. Toven suggesting holding the hearing on the first and act on it then. Karnowski added that his other argument that if the state wanted a hearing they would have likely put it in the law.

Walker doesn’t see why we have to wait to approve the ordinance.

DOBSON MOVED TO APPROVE ORDINANCE 739 AN ORDINANCE OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 462.3593, AND IF A PUBLIC HEARING IS DEEMED NECESSARY AT SOME POINT THAT WILL BE HELD. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Resolution 16-36 – SMMPA Agency Agreement Amendment

Connie Wangen of Princeton Public Utilities reported in a memo that when SMMPA was created in the late “70’s, the Agency’s founding Members contemplated the Agency would be a system Agency. That is, SMMPA would provide all requirements power to the Agency’s members, with some limited exceptions. Accordingly, the Agency Agreement among the Members was drafted with a system agency approach in mind.

Now, years later, two of the Agency’s Members have decided not to renew the all-requirements system contracts past 2030. However, these Members are interested in participating in projects, such as transmission and generation projects, with the Agency after the all-requirements system contracts expire in 2030.

In order to reflect an Agency that could have both all-requirements system members as well as project members the Agency began working with legal counsel to draft changes to the agreement to accomplish this post 2030.

The primary parts of "AMENDMENT No. 1 to Agency Agreement" that have been updated deal with assessments and governance such as correctly allocating project costs and revenues, weighted voting and SMMPA Board Member seats.

Changes to the Agency Agreement need to be approved by 2/3 of the Agency's Representatives, 2/3 of the weighted votes of the Members, and 2/3 of the commission and city councils of the Members.

At its Board Meeting On July 27, 2016, the Princeton Public Utilities approved its Resolution and now are seeking approval from the Princeton City Council.

Zimmer asked why the Council has to approve this as well as the PUC. Karnowski responded that PUC is separate, but the City does oversee the Public Utilities Commission.

WALKER MOVED TO APPROVE RESOLUTION 16-36 WHICH AMENDS THE SMMPA AGENCY AGREEMENT. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

NEW BUSINESS

A. Senior Dining Program and Public Transportation

Foss reported that the City of Princeton has been supporting the Princeton Senior Dining Program with the provision of insurance and fuel for a bus in the amount of approximately \$2500.00 annually.

It has recently been determined that the bus is no longer safe for transport.

Bridget Johnson, Princeton Senior Dining Director, Helen Pieper, Transit Director of Kanabec County Timber Trails Public Transit and Staff have met and determined that Timber Trails can provide this service for the City of Princeton.

Timber Trails Public Transit requires a fee of \$3.00 per round trip per rider.

City Staff would like to enter into an agreement with Kanabec County Timber Trails Public Transit to transfer the \$2500 to a holding account with Timber Trails to "purchase" vouchers that be used exclusively for the Senior Dining participants.

The Princeton Senior Dining Program recently requested \$1000 from the Princeton Wine and Spirits. They have not yet received the donation and they have decided not to invest any more into the existing bus.

Foss said she is proposing that we prorate the amount that the City pays annually and then add the \$1000 request to this first transaction.

According to preliminary calculations, the Senior Dining Program will see approximately 15 riders five days a week. If they are charged \$3.00 per round trip it would cost \$11,700 annually.

The Senior Dining Program intends to fundraise for the remaining amount.

Staff is requesting a motion to draft a contract with Timber Trails and the Princeton Senior Dining Program.

Hallin questioned if they are no longer thinking of purchasing a new bus. Foss said they were no longer planning on that route.

Dobson agrees with this concept as this is what Public transport is for. He likes the idea that the City could help pay for some of the needed vouchers, as many seniors are on a fixed income. He is in favor to at least meeting with Timber Trails. Foss would like to see them be able to raise the rest of the funds that will be needed.

Whitcomb asked how much they were able to raise since they had requested \$1000. Foss said she was not sure. Whitcomb said he can see helping somewhat, but questioned where it stops

Whitcomb asked for clarification that \$2500 is budgeted yearly. Jackson responded that was correct. Hallin said she sees an issue with them fundraising the remaining amount needed, as they were not able to raise the funds for the bus

Walker mentioned that he can bring it up at the next ECRD Meeting to see if they can assist in finding a grant to help.

WALKER MOVED TO APPROVE THE DRAFTING OF A CONTRACT WITH TIMBER TRAILS AND THE PRINCETON SENIOR DINING PROGRAM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Public Safety day

Frederick reported that the Fire Department, Public Works and Public Utilities Commission is all ready for Public Safety Day on August 20th. It will be held 10am to 2pm and include bouncy houses for the kids, face paintings, hot dogs and demonstrations.

MISCELLANEOUS

Hallin reminded the Council of the Golf Tournament Fundraiser next week. Princeton has the largest visits to their teen center, so funds are needed to keep the program going.

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 \$80,763.83 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 74083 TO 74164 FOR A TOTAL OF \$265,756.72. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:35 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor