

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
SEPTEMBER 12, 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, Victoria Hallin, Thom Walker and Jules Zimmer. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Carie Fuhrman, Liquor Store Manager Nancy Campbell and Clerk Shawna Jenkins.

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of August 22, 2013
- B. Study Session Minutes of September 5, 2013

HALLIN MOVED TO APPROVE THE REGULAR CITY COUNCIL MINUTES OF AUGUST 22, 2013 AND THE STUDY SESSION MINUTES OF SEPTEMBER 5, 2013. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. Permits and Licenses**
 - 1. Christ Our Light Church Gambling permits
 - a. Bingo on Sunday November 3, 2013
 - b. Raffle on Sunday December 29, 2013
 - c. Bingo on Sunday March 30, 2014
- B. Personnel**
 - 1. Finance
 - a. Karen Hodge Step 4 Increase to \$21.96 effective 9/27/13
 - 2. Fire Department – Consider approval of hiring four (4) new firefighters
 - a. Mathew DeVilbiss
 - b. Timothy Gould
 - c. Stephen Schneider
 - d. Shane Werner
 - 3. Liquor Store
 - a. Accept Resignation of Norah Roberts effective 9/17/13
 - b. Promote Lori Akers to Lead Liquor clerk effective 9/17/13
 - 4. Police
 - a. Matt Mullins Step 7 increase to \$26.42 effective 9/17/13
 - 5. Accept resignation of Todd Ross effective 9/13/13
- C. Donations / Designations**

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

OPEN FORUM

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Park Board Minutes of August 26, 2013
- B. PAVC Minutes of August 12, 2013 & August 26, 2013
- C. EDA Board Minutes of August 15, 2013
- D. Planning Commission Minutes of August 19, 2013

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Mayoral Proclamation for the Civic Betterment Club

The council thanked the current and past Civic Betterment members for their service to the city.

DOBSON MOVED TO PROCLAMATION TO RECOGNIZE THE 100TH ANNIVERSARY OF THE CIVIC BETTERMENT CLUB OF PRINCETON. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

- ~~A. Resolution 13-38 Authorizing submittal of a grant application to the Park Legacy Grants Program for Riverside Park Improvements~~

UNFINISHED BUSINESS

- A. Cross Wind Runway / 21st Avenue Discussion

Karnowski reported in response to the comments made by the Industrial Park Business owners at both the September 5th Study Session and during individual discussions between Mayor Whitcomb and several of the Industrial Park Business Owners that were held this past Monday. He has come up with a possible alternative option which would allow the police and fire vehicles to access the southerly areas of the city and fire coverage areas will prohibiting thru traffic from travelling through the Industrial Park.

The alternative option shows the original design of the 21st/19th Avenue connection with a 'spur' heading northwest from a point south of the new Public Safety Building. That spur would be used exclusively by the police and fire vehicles responding to calls to service.

In 2 locations, there would be Jersey Barriers or a gate that would block northbound traffic from accessing 21st Avenue from the south and also block southbound traffic from accessing 19th from the north.

Just prior to the Airport, there would be signage that would say "Emergency Vehicles Only – No Thru Traffic".

This option would address the police and fire department needs while also addressing the concerns of the Industrial Park business owners.

Further, he said he has also discussed the 'Plan B' option with Engineer Nielson and he agrees that the road could be constructed without city sewer being built under it because the primary developable property would be the Westling property to the east of the proposed road and that land could be served by a small grinder station (mini-lift station) connected to the south end of the 21st Avenue sanitary via a directionally bored sewer line. Even if the Westling property were subdivided, the total cost for sanitary sewer using the directional boring method would be less expensive.

Further, the original plans call for the 21st Avenue extension to include curb and gutter. In order to get the road constructed ASAP with a limited budget, the road could be constructed without curb and gutter.

There is a proposed resolution for Council consideration directing the city engineer to move forward with the 'plan B' concept.

As previously discussed, any north/south connection between the Public Safety building and the south will require taking the crosswind runway off the ALP. Accordingly, there is also proposed Council Resolution (13-36) directing the Airport Engineer to begin that process as well. If the Council agrees with pursuing both, because of the cross referencing in the 21st Avenue resolution, He suggested considering the crosswind resolution before the 21st Avenue Resolution (13-37).

Whitcomb stated that we have received numerous emails and phone calls. He stated that this is not a public hearing, but if anyone has anything new they can speak to it.

Jeff Hammer said the airport users really hate to lose the chance at a cross wind. He understands the probability of it being done is low, but he wouldn't want to thwart the city. There is no gain to remove the zoning and the cross wind from the ALP. He feels the road could go around the airport. Leaving the zoning doesn't put the City under any obligation, but does allow it to be done in the future if funds were available.

Whitcomb asked for clarification, as he believes the zoning can stay, but he the crosswind does need to come off the ALP to move forward. Karnowski replied that Airport Board Chair Gene Stoeckel and himself just met with the FAA last week and was told before the city could get permission to build the road, the cross wind would need to be removed from the ALP. Dobson commented that with the new design and idea of the gate would eliminate a lot of the traffic as it would just be for emergency purposes.

Richard Anderson said Rick Hoffman spoke with Gordon Nelson and was told that if there is a gate on the north and south end, the airport crosswind could possibly co-exist with the road extension. He suggested a gate also at the airport entrance, which FAA may pay for. He said if it is just to be used for emergency situations; the city could save money by not having to build it to regular road specifications.

Dobson asked if Karnowski thought the FAA would assist in putting up a fence around the airport. Karnowski stated Gordon Nelson suggested doing it along with the road. He added that if the road will not be a thru street as the previous plan showed, he will need to look into

it. In terms of the discussion of a gate on the south side, the idea was the gate on the north end will stop traffic from going thru and there would be no need for a southern gate. Dobson stated he would like to see a fence around the hanger area. Karnowski responded that it can be looked at and this is just a rough sketch plan.

Rick Hoffman said when he saw the latest plan of the emergency road he was wondering if it could be compatible so he spoke to Gordon Nelson. Nelson did not rule out the possibility and said it has been done in other parts of the county. The City doesn't need to throw away the cross wind possibility if the city can still build the road. He doesn't think it will be a problem to build the road, especially until a cross wind was built. He added that the protection zones around the runways are shrinking and a full road could possibly be approved in the future.

Whitcomb asked Hoffman what time he spoke to Nelson. Hoffman replied that it was approximately 2:30 pm. Whitcomb responded that we cannot verify what Nelson said. Hoffman suggested tabling it. Whitcomb replied that this has been tabled already and has been discussed for many years.

Dobson said he believes signage and the gate on the south side of the new Public Safety building should eliminate any thru traffic which is the concern of the businesses out there. He asked those in the Industrial Park what their thoughts were of this new plan.

Joe Glenn said he would like to see the road extension with the 2 gates and leaving the crosswind as an option for the future. This plan will eliminate the thru traffic and feels the City could save money by just doing a gravel road with millings on top. Hallin added that the road does need to be heavy duty enough to handle large fire trucks.

Zimmer asked at what point the FAA would step in and say the City can or cannot do the project. Karnowski said it is his understanding that a land release is needed from the FAA before the road is started. At that point, the FAA could say yes or no based on the cross wind on the ALP. He added he did ask about the fundability with the cross wind and while it is right on the cusp of approval, the number of landings that it would affect they would not make it eligible for any grants or FAA contribution. He added that in the last 2 years, the FAA has even cut back on entitlement grants that are earmarked every year. If used to just go in an account for the city, whereas now the city has to show a need for any projects to get those funds.

Dobson asked what type of building restrictions any future Aero Business Park buildings will have due to the crosswind and clear zone. Karnowski replied that there will likely be some height restrictions, and if the crosswind is left on the ALP, the SE corner of the new Public Safety building will need a variance as it encroaches in the clear zone.

Whitcomb stated that the City bought Aero Business Park and the Westling property so this road could be put through as it has been planned long before the public safety building was built. He said the Crosswind has been on the council agenda since 1998 and has not been able to be built because there are no funds available. He has also been on the council along with 3 different mayors, and during all those years the Council has wanted to build an extension for emergency purposes. Staff was told that the cross wind could not exist with the road, and now Hoffman is saying Gordon Nelson said it may be able to co-exist so that needs to be confirmed.

Hallin added that she has been on the Council for quite some time and the extension of this road has been on the table for about 11 years. She said the issue that was discussed at length at the Study Session was the thru traffic and that has been addressed with this plan.

Joe Glenn said The City's Airport Engineer should talk to Gordon Nelson instead of City Staff or Council.

Walker suggested moving ahead with the road plan and if the cross wind needs to be removed, it will be. He asked how long it takes to remove it from the ALP. Karnowski replied that he asked last Friday at the FAA meeting and he did not get a firm answer. Right now the FAA is shying away from allowing modifications to the ALP unless there is a project on the table. His best guess would be a year to get it removed. He did ask whether or not the road work could begin while the process to remove it was still in process. In speaking to Nelson, he got the impression that if the council voted to remove it from the ALP; they could begin working on the land release right away.

Debbie Colvin said the crosswind runway is a safety issue for pilots, 50 knots is a max for a lot of airplanes and that is not a lot for here in MN. We have a lot of new pilots out at the airport and a crosswind runway would be very beneficial. Whitcomb responded that according to the Airport Engineer, a crosswind runway would likely only be used about 5% of the time. Colvin stated she believes it would be used much more than that. One of the reasons she came to Princeton was because of the Airport and it stated it is a real asset to the community.

Zimmer thanked her for the comment on the safety of the crosswind runway. He asked what has been done to secure one if it has been discussed for 30 years.

Jeff Hammer said he thinks we can get the road built without removing the cross wind. If you could get the road done and leave the cross wind on the ALP, there will be more planning and details in the future to discuss

Joe Glenn said if the road can be put in and coexist with the crosswind on the ALP, let's determine a time frame and cost for the cross wind and where the City is at financially. Whitcomb responded that the estimate of 2.8 million came from the Airport engineer and we are not going to put that cost on the taxpayers of the City. Glenn said it is a grass runway and he can't foresee it costing that much.

WALKER MOVED TO PROCEED WITH THE ROAD AND LEAVE THE CROSSWIND RUNWAY ON THE ALP AND SEE IF IT CAN BE DONE WITH THEM COEXISTING. DOBSON SECONDED THE MOTION.

Karnowski added that if the council votes to remove the cross wind, the process takes quite some time and it could be added back on if they were found to be compatible. His concern from a staff perspective is if the City is going to work on trying to find grant dollars, the project would need to be shovel ready. In his opinion it would delay the road.

Walker said he will stick with his motion, as he feels we will get an answer if they can coexist soon. He added that nothing has been said that has changed his mind about the cross wind, but if we can do it with cross wind zoning and on the ALP, then he everyone is happy. Dob-

son agreed and stated it is harder to put something back on. He said he believes staff should have an answer sometime next week if it would be possible. Hallin suggested whatever the answer is, to get it in writing. Zimmer said the City could start the application for the land acquisition. Walker said that was the purpose of his motion, is to find out an answer soon.

Whitcomb clarified that with this motion, the Council would need to revisit this if Gordon Nelson came back and said it could not coexist

VOTE: 3:2, WITH HALLING AND WHITCOMB OPPOSED, MOTION CARRIED.

NEW BUSINESS

A. Public works Issues (GMII and Asst WWTP Operator)

Karnowski reported as noted on your consent agenda, public works employee Todd Ross has submitted his resignation. Further, now that the wastewater treatment plant is up and running, we're finding that we are going to need two well trained individuals out there on a full time basis.

The City has found a true gem in the person of Chris Klinghagen who is currently the employee primarily responsible for the new plant's operation. Because the new mechanical WWTP is considerably more complicated to operate than the old plant was, we will need to hire a full-time assistant to learn the intricacies of operating the plant so we have coverage if Chris has a sick day or takes vacation. Since the plant started operation, Chris has been pretty much our 24/7 guy at the plant. Virtually all of our consultants have nothing but great compliments on Chris's abilities to keep the plant operating. But we really need a second person at the plant to be able to back up Chris. We feel that, if we hire the right person, Chris' work ethic should transfer and we'll have two dedicated employees at the plant.

As a sidebar, staff is working with the Mayor to put together a proposal whereby the plant's operation would become a stand-alone department no longer under the umbrella of Public Works. That effort is supported by the Public Works Director. We'll be back to the Council with a more comprehensive plan in the near future.

If the Council concurs that we need to fill both the General Maintenance II position in the Public Works Department and hire a second full-time WWTP person, a motion to that effect would be in order.

WALKER MOVED TO APPROVE STAFF TO ADVERTISE AND HIRE A GENERAL MAINTENANCE II POSITION AND A FULL TIME WASTE WATER TREATMENT EMPLOYEE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Consideration of 2014 Preliminary Levy

Jackson stated that the City must certify a preliminary levy by September 15th each year. The preliminary levy sets the ceiling. It can be reduced in the final certification, but it cannot be increased. He added that he does not yet have the tax capacity yet from the county, so

the number used in this calculation is last years.

WHITCOMB MOVED TO APPROVE RESOLUTION 13-39, CERTIFYING A TOTAL PRELIMINARY PROPOSED TAX LEVY AND DESIGNATING PUBLIC INPUT MEETING. DOBSON 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 \$68,475.32 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 68582 TO 68684 FOR A TOTAL OF \$760,482.59. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

DOBSON MOVED TO ADJOURN THE MEETING AT 8:15PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk
ATTEST:

Paul Whitcomb, Mayor