

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
SEPTEMBER 25, 2014 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

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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, Police Chief Brian Payne, Police Investigator Todd Frederick, Community Development Director Carie Fuhrman, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineer Mike Nielson, and Attorneys Dick Schieffer and Damien Toven. Absent was Finance Director Steve Jackson

**AGENDA ADDITIONS/DELETIONS**

None

**CONSIDERATION OF MINUTES**

- A. Regular Meeting Minutes of September 11, 2014

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 11, 2014. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**CONSENT AGENDA**

- A. Permits and Licenses
- B. Personnel
- C. Donations / Designations

**OPEN FORUM**

**PUBLIC HEARINGS**

**REPORTS OF OFFICERS, BOARDS, AND COMMITTEES**

- A. PUC Meeting Minutes of May 28, 2014
- B. PUC Meeting Minutes of June 23, 2014
- C. PUC Meeting Minutes of July 22, 2014
- D. Park Board Meeting Minutes of September 22, 2014

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

- A. Wine and Spirits Grant Request from Fairview Northland Medical Center

Karnowski reported that Fairview is holding an event and looking for a donation for a \$100 basket to be included in their Gala Fundraising effort for Pediatric Rehab Services.

WALKER MOVED TO APPROVE WINE AND SPIRITS GRANT REQUEST FOR A \$100 BASKET FOR FAIRVIEW NORTHLAND MEDICAL CENTER. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**ORDINANCES AND RESOLUTIONS**

- A. Ordinance 711 - Amending Fences – FINAL READING

Fuhrman reported that staff and the Planning Commission have been working on changes to the fence regulations to help refine the process and make things easier to understand for

property owners, which includes cleaning up some of the Ordinance language, updating existing forms, as well as creating new handouts.

The Ordinance Amendment, for the most part, proposes several housekeeping changes to the fence regulations and cleans up some of the existing language to make it clearer. A few specifics to point out:

- 1) For boundary line fences adjoining another property, it clarifies that a fence may be located on a property line if one of three conditions exist:
  - (1) Property owner has a current Certificate of Survey; OR
  - (2) Property identification irons have been located; OR
  - (3) The neighboring property owner agrees in writing.

If any of the above conditions cannot be met, the boundary line fence must be at least two feet from the reasonably-identified property line.

- 2) It clarifies that a fence within the triangular visibility area on a corner lot cannot exceed 3 feet in height.
- 3) It allows more than just a chain link fence to be utilized in the front yard of a Commercial or Industrial lot, as long as at least 75% of the fence is open for passage of air and light and provides for traffic visibility. It allows the fence to be up to 8 (eight) feet in height, consistent with other Commercial and Industrial fences.
- 4) It removes the Interior Yard Fence subsection as the three provisions are either already stated or already allowed via a previous subsection.

The Planning Commission held the required public hearing at their August meeting and recommends approval of Ordinance 711. Staff is requesting that the City Council make a motion to adopt attached Ordinance 711.

HALLIN MOVED TO ADOPT ORDINANCE 711 AMENDING THE FENCE ORDINANCE. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

#### B. Ordinance 712 – Vendor Ordinance Amendment – FINAL READING

Karnowski reported that at the August Study Session the Council discussed amending the city's Vendor Licensing Ordinance to try and get away from having vendors paying a fee to both the Chamber and the City.

The language in the ordinance is what's called a 'strike everything' amendment in that the proposed language totally replaces the current language.

As noted in the "Purpose" section of the proposed language, the purpose is to not regulate sales at craft shows, flea markets, farmer's market, trade shows, fairs or similar events sponsored by a bone fide civic group, club or organization being held on non-public property. But similar events (like the Block Party) being held on public municipal property must have the prior permission of the City Council. The attached language is pretty much the same as the Vendor Licensing Ordinance used by the city of Red Wing.

The City Attorney has reviewed the proposed language and suggested a revision which was added as suggested.

HALLIN MOVED TO ADOPT ORDINANCE 712 AMENDING THE VENDOR LICENSING ORDINANCE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Resolutions 14-31 and 14-32, authorizing the City to repair the sidewalks and assess the costs to the properties

Schieffer reported that the ordinance states that once the sidewalks are in, the residents are required to maintain and repair the walks on their properties. Letters were sent to three properties owners that had removed the sidewalks. One owner has agreed to do the work, and the 2 others have not responded. These resolutions allow the city to do the work and then assess the costs to the property.

HALLIN MOVED TO APPROVE RESOLUTION 14-31, ORDERING THE REPAIR OF SIDEWALK AT 207 7<sup>TH</sup> AVE SOUTH. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HALLIN MOVED TO APPROVE RESOLUTION 14-32, ORDERING THE REPAIR OF SIDEWALK AT 109 8<sup>TH</sup> AVE SOUTH. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

### **UNFINISHED BUSINESS**

A. Safe Routes to School - Change Order #1 for additional \$11,193.00

Nielson reported that they had to address a couple additional items. There were 2 large trees that the property owner wanted removed, replacement of a pipe culvert and another drainage structure. The increase is eligible for the 80% - 20%, so the City will not be responsible for the entire amount.

WALKER MOVED TO APPROVE THE CHANGE ORDER FOR THE SAFE ROUTES TO SCHOOL SIDEWALK. HALLIN SECONDED THE MOTION.

Whitcomb questioned why the trees that the owner wanted removed is being covered by the City. Nielson said it is a visibility issue and that in a few years, they would likely affect the new sidewalk and need to be removed at that time.

THE MOTION CARRIED

### **NEW BUSINESS**

A. LMC Regional Meeting

Karnowski reported that every year the LMC holds regional meetings throughout Minnesota. For about the last 10 years the meeting closest to Princeton has always been held on a Thursday City Council meeting night.

This year, the closest meeting is being held in Waite Park on the 5<sup>th</sup> Thursday of October (the 30<sup>th</sup>). The cost is \$40 per attendee and includes the supper and break snacks.

If you're interested in attending, please advise staff and we'll make the reservations.

### **Agenda—Greater Minnesota 2014 LMC Regional Meetings**

#### **12:30 p.m. - Registration Open**

**1 p.m. - Is Your City's Data Secure? Protecting the City from Hackers, Thieves, and Snoops:** We all rely on our computers and mobile devices, and their connection to the Internet, every day. But dated computer equipment, inadequate technology expertise, insufficient data practices, policies, and protocols, and wily hackers are compromising the ability to maintain the security of city data—while new laws are upping the ante for not handling it correctly. Learn why it's critical for your city to invest in technical infrastructure and expertise to protect city data, and find out what steps your city should take to comply with the law and avoid both legal and financial exposure.

**1:45 p.m. - Networking Roundtables:** Sharing Interests, Ideas, and Insights Okay, we get it! Minnesota city officials LOVE to talk and network. So this year, take a seat at the table of your choice to talk about maintaining work-life balance, how you're engaging citizens in your city, or even put together a group and come up with your own topic. Half-way through, you'll have the opportunity to change tables or stay where you are.

#### **2:45 p.m. - Break**

**3 p.m. - One Community's Struggle with Incivility:** Don't Let This Happen to You! Over the past year, LMC has consistently heard from our members that incivility in your communities is still a cause for concern. Let's take a trip to fictional Mosquito Heights, where a new group has taken over city hall and things have gotten downright ugly. Join this important conversation, as together we see what we can do to help them out!

**4 p.m. - Legislative Update:** LMC staff will present the outcomes of the 2014 legislative session, as well as issues that have emerged from the League policy process and predictions for the 2015 legislative session.

#### **4:45 p.m. - Social Time**

**5:15 p.m. – Dinner:** Gather around the table to break bread with your colleagues!

**6 p.m. – Welcome:** from Host Mayor and Comments by LMC Staff

**6:15 p.m. - Remarks from LMC President Dave Osberg** (or First Vice President Steve Nasby) a quick update on organization priorities, including how the Board and staff are moving from strategic planning to the newer model of strategic thinking.

**6:30 p.m. - Legislative Candidate Forum:** Meet the candidates who are running for the state legislature from your region. Hear their views, priorities, and positions on issues critical to cities.

#### **7:30 p.m. - Adjourn**

B. CenturyLink Lease Agreement

Karnowski reported that back in 1985, the city entered into a lease agreement with Bell Telephone to run communication lines within the city ROW for connection to the FAA's Automated Flight Service Station (AFSS). Apparently, that lease expired in 2010 and went unnoticed until fairly recently.

Staff has re-drafted a lease agreement for the same space – at a revised lease rate and the proposed language has been reviewed by both the city attorney and by CenturyLink (who apparently purchased the easement from Bell Telephone).

In any event, the new language is attached for your consideration. Note that the lease runs from 2010 and ends next year. While that timing may seem odd, he said he actually prefers the timing as the FAA's AFSS lease also expires in 2015.

At this point, he is not sure the city and the FAA will be able to agree to a lease that meets both the needs of the city and the FAA, so he is suggesting that the council approve the lease as drafted and the Council can then extend the lease next year if deemed appropriate at that time.

HALLIN MOVED TO ACCEPT THE CENTURYLINK LEASE AGREEMENT. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

### **MISCELLANEOUS**

The Council thanked both Community Development Director Carie Fuhrman and Police Chief Brian Payne for everything they have done for the City since they have been here. They will be missed.

### **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 \$112,581.32 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 70711 TO 70780 FOR A TOTAL OF \$163,624.87. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

### **ADJOURNMENT**

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:30 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

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Shawna Jenkins  
City Clerk

ATTEST:

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Paul Whitcomb, Mayor